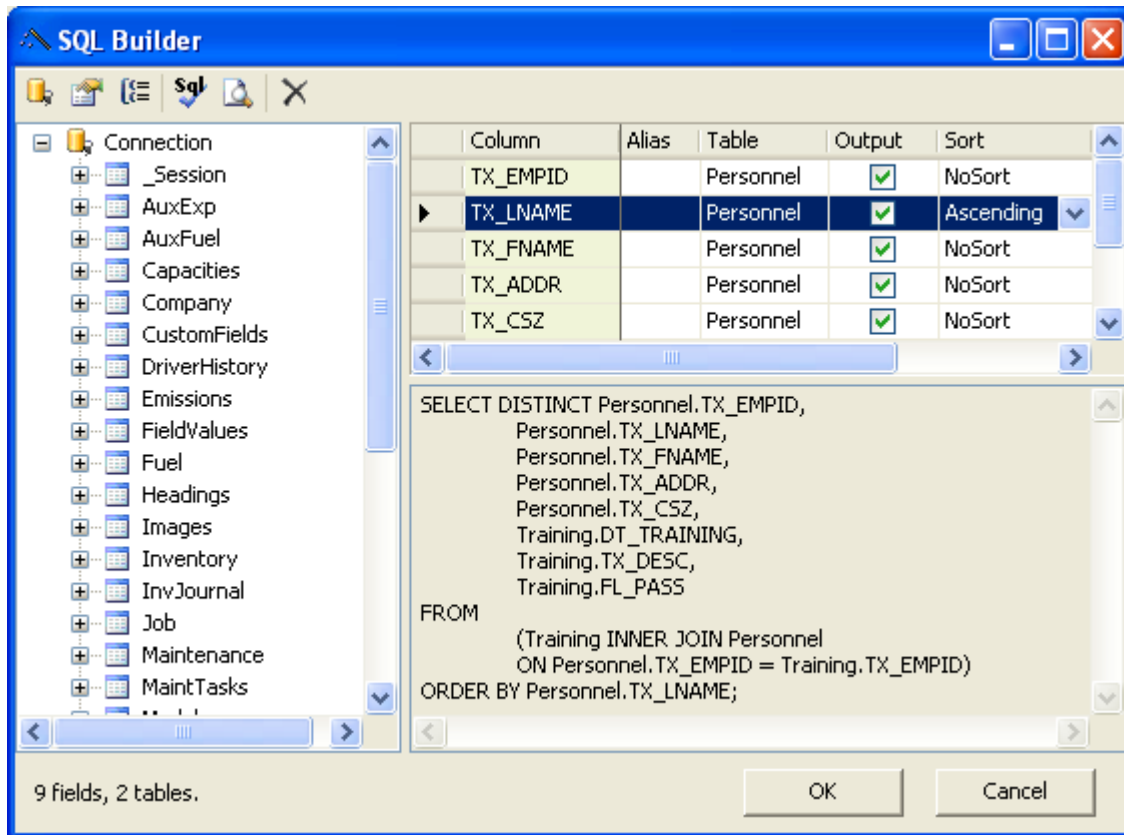


Using the SQL Builder

The **SQL Builder** dialog will save you time creating routine SQL Statements. It will also assist you in creating **JOINS** between two or more tables for more complex queries.



SQL Builder Dialog

The **Tables** from your database are listed in the left pane. When you click the (+) next to a table name, the fields within that table will be revealed. To add fields to your SQL, click and drag the field to the upper list area, or just double-click the field name. You can also click and drag fields in the list to modify the order in which they appear.

As you add fields, you will see the resulting SQL Statement take shape in the lower-right pane. If you add matching fields from more than one table, a **JOIN** clause will appear. Joins work by looking for equality in the values between two named fields. In the example above, the Personnel and Training tables *share* a common field: **TX_EMPID**.

This establishes the link between the two tables. In this example, training data will be listed for each employee when the value of the **TX_EMPID** field matches in both tables.

SQL Builder Dialog Options



Properties

The properties dialog will enable you to optionally specify 'x' number of top records to be returned, to limit the output in an otherwise lengthy return set.

You can also check the box labeled **DISTINCT**, to cause your SQL statement to look for and return **only unique values** in the field following the DISTINCT clause.

The **Group By Extension** setting for **CUBE** and **ROLLUP** is only available in SQL Server and Oracle® databases. These options are for aggregating/summarizing data by specific fields. Leave this option set to **None** for Jet databases such as those used by the FLEETMATE software, unless you have purchased the FLEETMATE SQL Server option. Refer to your database documentation or a SQL reference manual for more information on group by extensions.



Grouping

This toggle will turn on/off grouping in your SQL statement. Grouping is used to perform math (sum, count, min, max, avg, etc.) operations by specified fields in your SQL statement. As an example, you may want to summarize numeric values based on each employee record. With Grouping activated, locate the field in the list that you wish to group by, then select the math operation from the droplist beneath the **Group By** column.



Check SQL Statement

This option will quickly check your SQL statement to determine if it is valid.



View Result Set

This function will enable you to quickly view the result set that is returned by your SQL statement as it currently exists. This is handy to check your results before moving on to the next step in the Report Wizard.

Once your SQL statement is complete and returning the desired data, click the **OK** button on the SQL Builder dialog to return to the Report Wizard so that you can continue designing and completing your report.