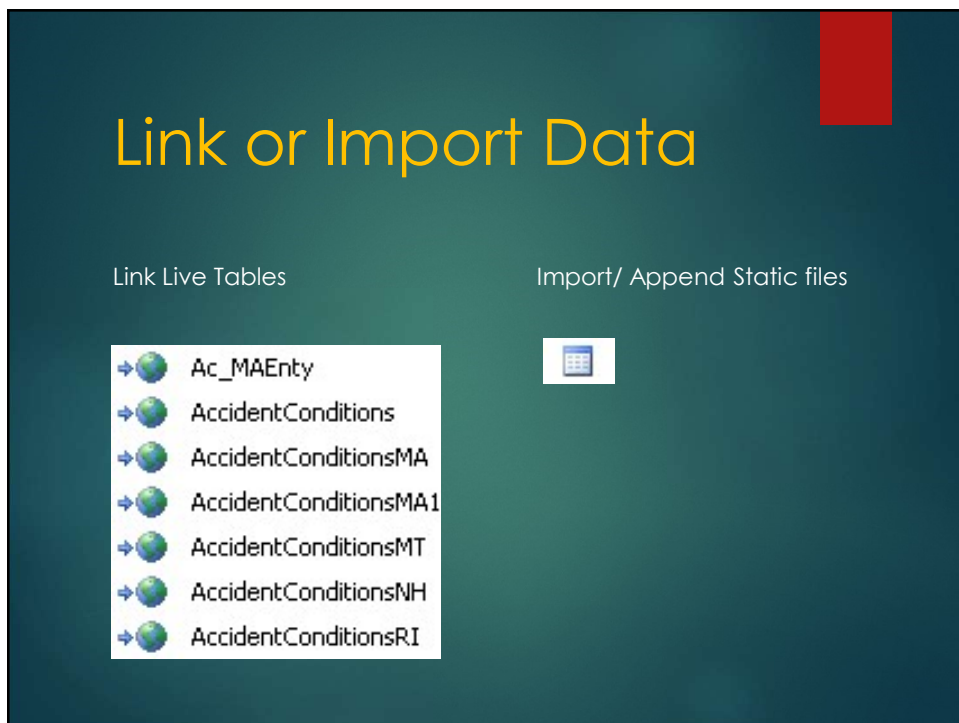




1



2

Create Master Data Tables – Linking: 4 Steps

1. MAKE A TABLE QUERY
2. SET UP NEW TABLE TO DE-DUPLICATE
3. MAKE APPEND QUERY
4. MAKE FINAL QUERIES

3

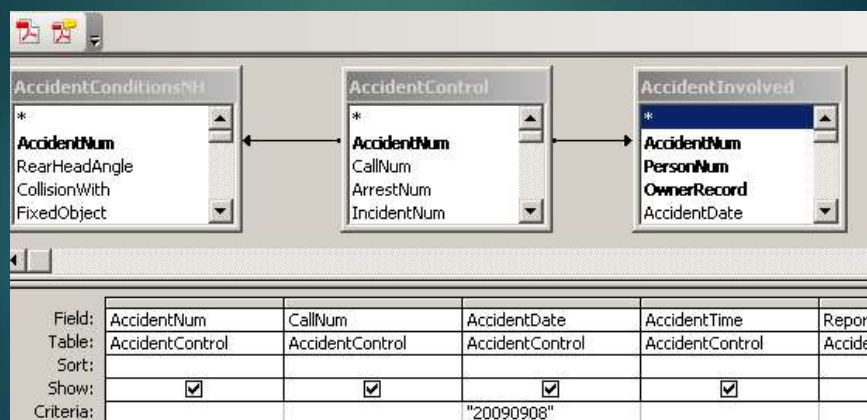
Make Table Query

1. MAKE A TABLE QUERY

- Open a new select query
- Bring in the tables you want
- Link them appropriately
- Select the fields you want
- Select a date
- Add any formulas
- Change to “Make Table Query”

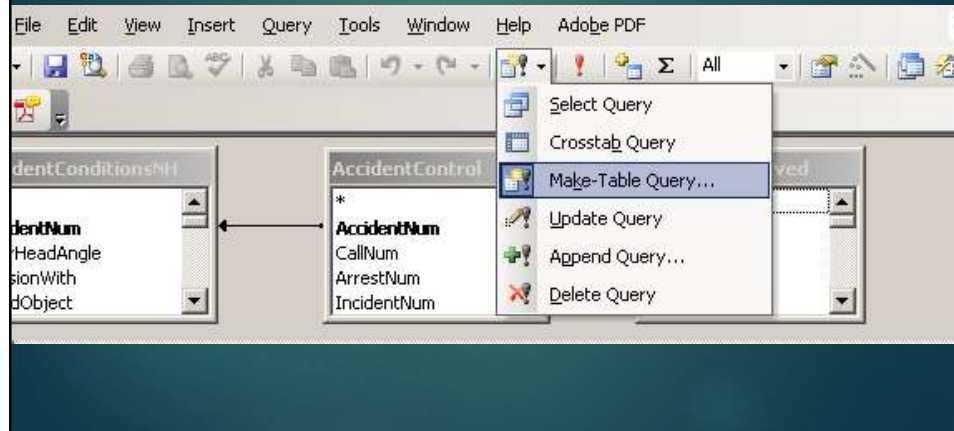
4

Make Table Query



5

Make Table Query



6

Set Up New Table to De-Duplicate

Field Name	Data Type
AccidentNum	Text
CallNum	Text
AccidentDate	Text
AccidentTime	Text
ReportDate	Text
OfficerID	Text
OUIInvolved	Text
Intersection	Text
City	Text
Location	Text
StreetNum	Text
StreetName	Text

General	Lookup
Field Size	20
Format	
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	No
Allow Zero Length	Yes
Indexed	Yes (No Duplicates)

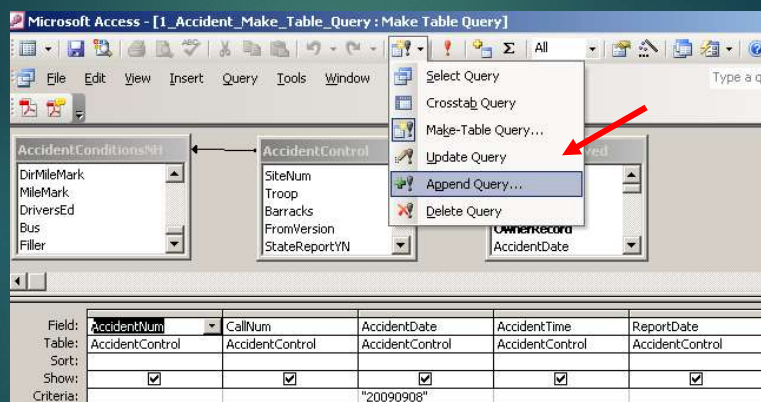
7

Make Append Query

- Go back to your Table Query
- Change to Append Query
- Line up fields with append fields
- Change date to ">=" your date
- Run and Save

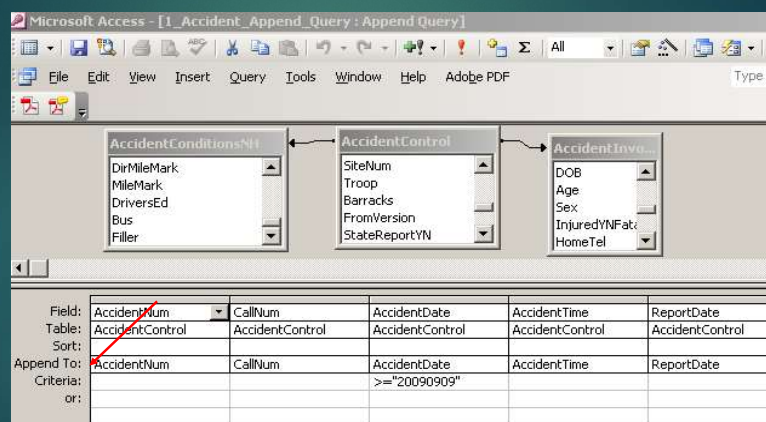
8

Make Append Query



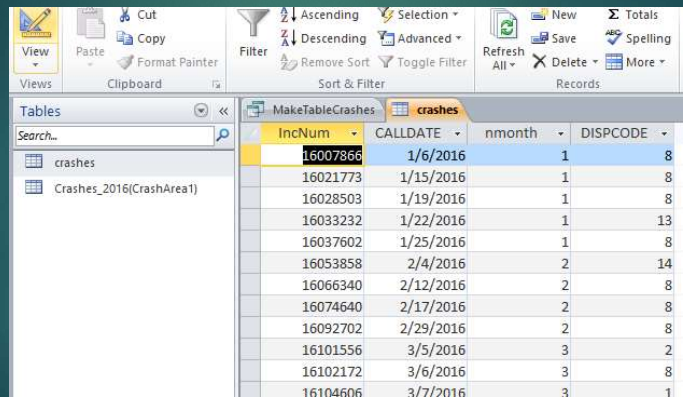
9

Make Append Query



10

Make Append Query

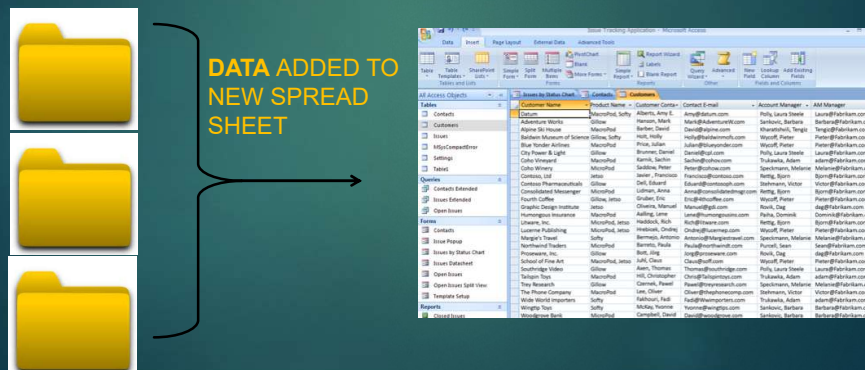


IncNum	CALLDATE	nmonth	DISPCODE
16007866	1/6/2016	1	8
16021773	1/15/2016	1	8
16028503	1/19/2016	1	8
16033232	1/22/2016	1	13
16037602	1/25/2016	1	8
16053858	2/4/2016	2	14
16066340	2/12/2016	2	8
16074640	2/17/2016	2	8
16092702	2/29/2016	2	8
16101556	3/5/2016	3	2
16102172	3/6/2016	3	8
16104606	3/7/2016	3	1

11

Appending Static Files

- You use the add data or append data process when you want to combine data from multiple tables into one complete file.



DATA ADDED TO NEW SPREAD SHEET

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Dealing with Most Serious Crime Issue

IncidentNum	ReportDate	IBRcode	Desc	Seq
09-3257-OF	20090113	11D	SEXUAL ASSAULT - FORCIBLE FONDLING	1
09-3257-OF	20090113	11D	SEXUAL ASSAULT - FORCIBLE FONDLING	2
09-3257-OF	20090113	11A	AGGRAVATED FELONIOUS SEXUAL ASSAULT FORCIBLE RAPE	3
09-3257-OF	20090113	11A	AGGRAVATED FELONIOUS SEXUAL ASSAULT FORCIBLE RAPE	4
09-3257-OF	20090113	11A	AGGRAVATED FELONIOUS SEXUAL ASSAULT FORCIBLE RAPE	5
09-3257-OF	20090113	11A	AGGRAVATED FELONIOUS SEXUAL ASSAULT FORCIBLE RAPE	6
09-3257-OF	20090113	11A	AGGRAVATED FELONIOUS SEXUAL ASSAULT FORCIBLE RAPE	7

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Dealing with Most Serious Crime Issue

CREATE AN IBR TABLE

ID	IBRcode	IBRDescription	Categ	Crime Category	TypeCrime	Group
1	09A	Murder and Non-negligent Manslaughter	2	HOMICIDE OFFENSES	Person	A
3	09B	Negligent Manslaughter	2	HOMICIDE OFFENSES	Person	A
4	09C	Justifiable Homicide	2	HOMICIDE OFFENSES	Person	A
5	100	Kidnapping / Abduction	3	KIDNAPPING / ABDUCTION	Person	A
6	11A	Forcible Rape	5	SEX OFFENSES, FORCIBLE	Person	A
7	11B	Forcible Sodomy	5	SEX OFFENSES, FORCIBLE	Person	A
8	11C	Sexual Assault with an Object	5	SEX OFFENSES, FORCIBLE	Person	A
9	11D	Forcible Fondling	5	SEX OFFENSES, FORCIBLE	Person	A
10	120	Robbery	4	ROBBERY	Person	A
11	13A	Aggravated Assault	1	ASSAULT OFFENSES	Person	A
12	13B	Simple Assault	1	ASSAULT OFFENSES	Person	A
13	13C	Intimidation	1	ASSAULT OFFENSES	Person	A
14	200	Arson	7	ARSON	Property	A
15	210	Extortion / Blackmail	14	EXTORTION / BLACKMAIL	Property	A
16	220	Burglary / Breaking and Entering	9	BURGLARY / BREAKING AND ENTERING	Property	A
17	23A	Pocket-picking	16	LARCENY/THEFT OFFENSES	Property	A
18	23B	Purse-snatching	16	LARCENY/THEFT OFFENSES	Property	A
19	23C	Shoplifting	16	LARCENY/THEFT OFFENSES	Property	A

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Dealing with Most Serious Crime Issue

(1) "2_MinIBRID"

Field:	Casenum	MinID: ID	
Table:	CaseOffenses	IBRCodes	
Total:	Group By	Min	
Sort:			
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Criteria:			
or:			

Identify the lowest number in the ID field.

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Dealing with Most Serious Crime Issue

(2) "2_Most_Serious_IBR"

Field:	Casenum	IBRcode	IBRDescription
Table:	2_MinIBRID	IBRCodes	IBRCodes
Sort:			
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:			

Identify the IBR code description that corresponds to that ID number.

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Dealing with Most Serious Crime Issue

(3) "2_Most_Serious_IBR_Lowest_Sequence"

Field:	Casenum	IBRcode	MinSeq: Seq
Table:	2_Most_Serious_IBf	2_Most_Serious_IBf	CaseOffenses
Total:	Group By	Group By	Min
Sort:			
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:			
or:			

Eliminate same crime duplicates.

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Considerations – Add Calculations

EXTRA: Calculations Now!

Here's a good time to throw in some calculations so you won't have to worry about them later. Create new fields in your query using the syntax below.

Field Name	Criteria
ReptDate	CDate(Mid([ReportDate],5,2)& "/" & Right([ReportDate],2)& "/" & Left([ReportDate],4))
Year	Left([ReportDate],4)
Month	Format([ReptDate],"mm")
Address	Trim([StreetNum]) & " " & Trim([StreetName]) & " " & Trim([StreetSuff]) & " " & [StreetApt]

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Considerations – Add New Fields

EXTRA: Add Additional Fields!
Add additional fields to your "Master Crimes Table" that will help make your life a lot easier a little later on!

Field Name	Data Type	Descr
Desc	Text	
Story	Memo	Write a short story of the events.
Crime Bulletin	Yes/No	Check if you want report in the crime bulletin.
Narcotics Bulletin	Yes/No	Check if you want report in the narcotics bulletin.
Gang Bulletin	Yes/No	Check if you want report in the gang bulletin.
Reviewed	Yes/No	Check if reviewed.
MO	Text	Describe MO
Target Property	Text	GPS, Jewelry, etc.
VictimType	Text	"Motor Vehicle"; "Residential"; "Commercial"; "Other"
Graffiti	Yes/No	Check off box if crime involves graffiti
Graffiti Details	Text	Describe the graffiti details
Photos	Text	

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Considerations – Final Table

CallNum	IncidentNu	Arrest	Field	IBRDescription	Story	Crim	Narc	Gan	Review
10-9578	10-9578-O			Police Infor	Witness fou	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9620			10-96	Police Infor	An anonym	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9619			10-96	Police Infor	Amber Noy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9575	10-9575-O			Theft of Mot	On 2/8 betw	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9632		10-96		Disorderly C	Jasmine Cu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9424	10-9424-O			Destruction	Sometime b	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9380		10-93		Driving Und	Michael Pro	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9393		10-93		Simple Ass	David Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10-9444		10-94		Disorderly C	Victor Rosa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-9436		10-94		Shoplifting	Deborah Bry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Master Tables Needed

Master Crash Table

Provides an unduplicated count of crashes with details

Master Crimes Table

Provides an unduplicated count of crimes with details and provides FI and events data.

Master CAD Table

Provides an unduplicated count of calls for service

Master Arrest Table

Provides all arrests reports and bases the IBR Description on hierarchy (duplicated in more than one person was arrested during one incident)

Master Enforcement Table

Provides all enforcement activities

Master Drug Arrest Table

Provides all Drug Arrests regardless of other crime committed