

MAKERERE UNIVERSITY BUSINESS SCHOOL

BACHELOR OF BUSINESS ADMINISTRATION III 2025/2026

LECTURE VI: Forms Designs, Report Designs and Computational Queries

Makerere University wishes to develop a Human Resource Information System that will help process the salaries of support staff and print their pay slips. This system is anticipated to facilitate management in planning decision making. Tables 1 and 2 present the sample data that will be used in the system. Study the information carefully and answer the questions that follow.

Table 1: STAFF

STAFF ID	FIRST NAME	LAST NAME	TITLE
S1	Moses	Bwira	Security Guard
S2	Shamim	Kwambu	Cleaner
S3	Medi	Wakooli	Office Messenger

Table 2: SALARY

SALARY ID	PAY DATE	STAFF ID	SCALE	BASIC PAY	LUNCH ALLOWANCE
1	10/10/12	S1	MUBS1	400,000	650,000
2	10/10/12	S1	MUBS1	400,000	200,000
3	10/11/12	S1	MUBS1	400,000	800,000
4	10/11/12	S1	MUBS1	400,000	450,000
5	10/10/12	S2	MUBS1	400,000	780,000
6	10/10/12	S2	MUBS1	400,000	600,000
7	10/10/12	S2	MUBS1	400,000	900,000
8	10/11/12	S2	MUBS1	400,000	800,000
9	10/11/12	S3	MUBS2	300,000	100,000
10	10/11/12	S3	MUBS2	300,000	50,000
11	10/11/12	S3	MUBS2	300,000	160,000
12	10/10/12	S3	MUBS2	300,000	200,000

Additional information

- A support staff gets transport allowance of 400,000 on each payment
- Medical Allowance is 10% of Basic Pay
- Each staff pays NSSF of 5% deductible from their gross pay on each payment
- Makerere University makes a contribution of 10% of gross pay towards each employee's NSSF
- Income tax rate 30% is applied against all payments

Required:

1. Create the above tables in Ms. Access with appropriate table names, data types and database name
2. Create an appropriate relationship between the tables and enforce referential integrity
3. Design a form for each database table and add appropriate navigation buttons on each forms
4. Using forms, populate the database with sample data in tables 1 and 2
5. Using a query, compute the Transport allowance for each employee
6. Compute the medical Allowance for each employee
7. Using a query, compute the Gross Pay for each employees
8. Using a query, compute to amount deductible from employee's salary
9. Using a query, compute net pay
10. Generate a pay slip report showing total Gross Salary for all employees

End of Case Study Paper
