

Looking Up Data From External Files

FileMaker Pro allows you to share information between files. This can be very useful to a business as a stock inventory can be maintained in one file while a second file processes the sales information. The information from the stock inventory can be included in the sales file by looking up data from that file.

In order to link two files a RELATIONSHIP must be created between them. To do this a field with the same information in it must be present in each file. These fields are called MATCH FIELDS (they are also called the PRIMARY KEY and FOREIGN KEY).

Loading the Prepared Files

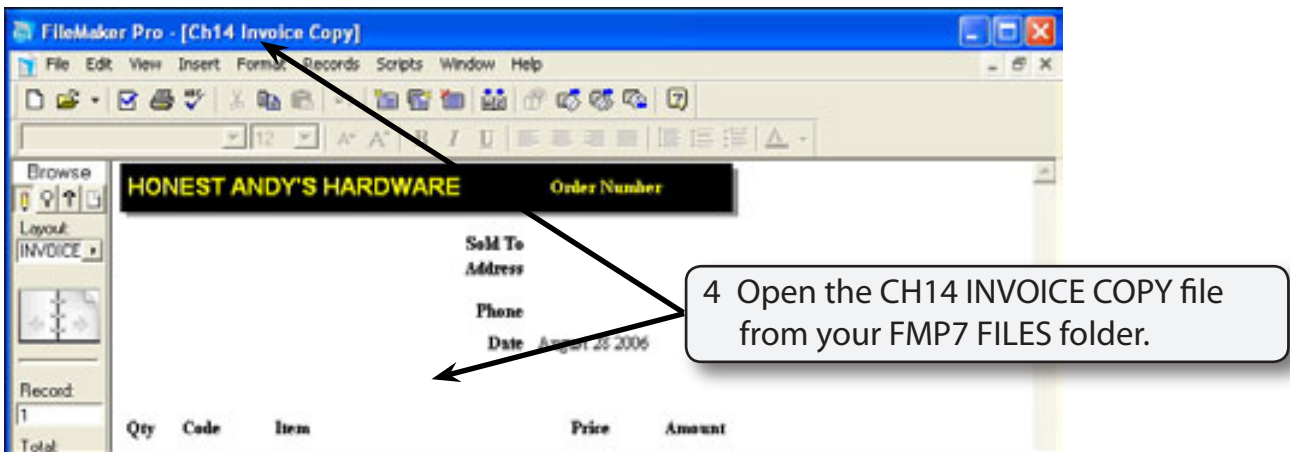
Two files have been prepared for you, a simple invoice and a stock list. Your task will be to complete the invoice by obtaining data from the stock list.

A The Stock List

- 1 Load FileMaker Pro, click on OPEN AN EXISTING FILE and select OK. Or close the current file and select OPEN from the FILE menu.
- 2 Access the FMP7 SUPPORT FILES and open the CHAPTER 14 folder
- 3 Load the file: CH14 STOCK
- 4 The file must now be saved in your STORAGE folder. Display the FILE menu and select SAVE A COPY AS.
- 5 Access your FMP7 FILES folder and save the file under the name:
CH14 STOCK COPY
- 6 Close the CH14 STOCK file. There is no need to open the copy of the file at this stage.

B The Invoice File

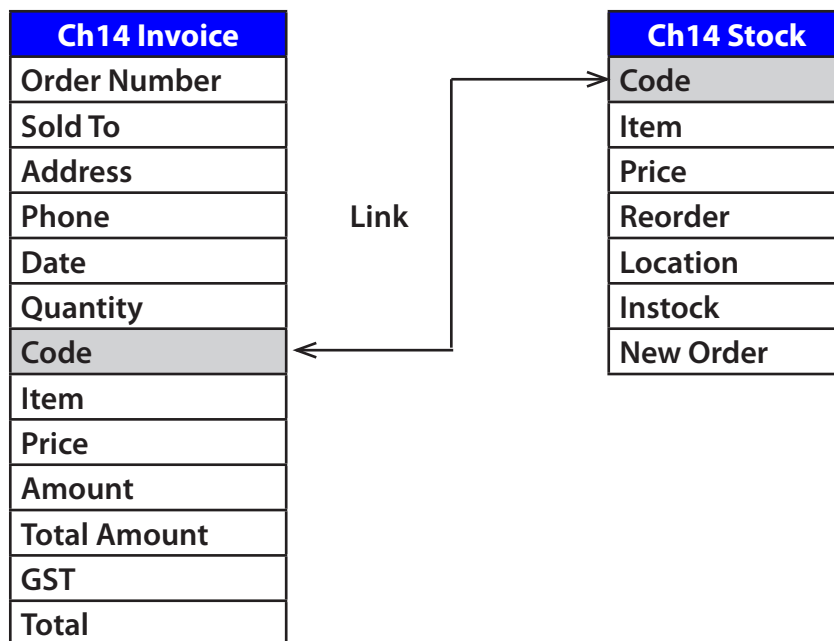
- 1 Select OPEN from the FILE menu, access the CHAPTER 14 folder of the FMP7 SUPPORT FILES again and load the CH14 INVOICE file.
- 2 Save a copy of the file (FILE menu) in your FMP7 FILES folder under the name:
CH14 INVOICE COPY
- 3 Close the CH14 INVOICE file.



Creating the Relationship Between the Two Files

We wish to set up the invoice so that when a product's code is entered, the product's name is imported from the STOCK LIST file. In order to do this a relationship (or link) between the two files must be made. The CODE field is present in both files so it will be the MATCH (or link) field.

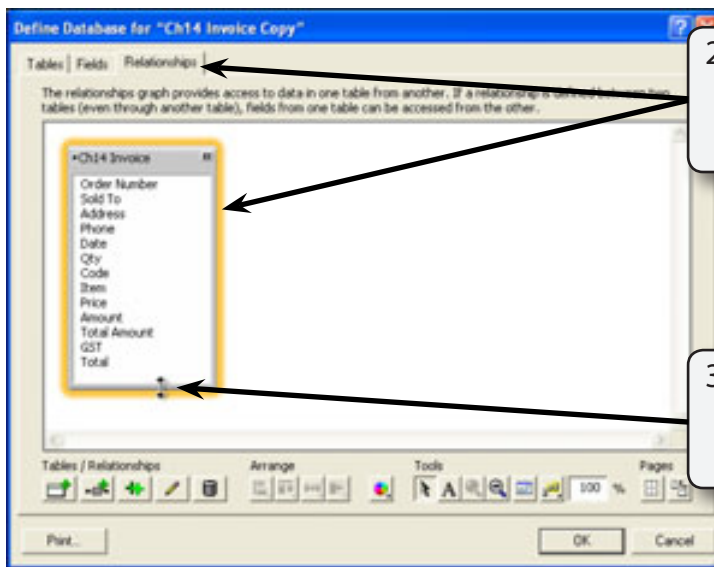
The following diagram summarises the file structure of the two files and how they will be linked.



A Inserting the Stock File

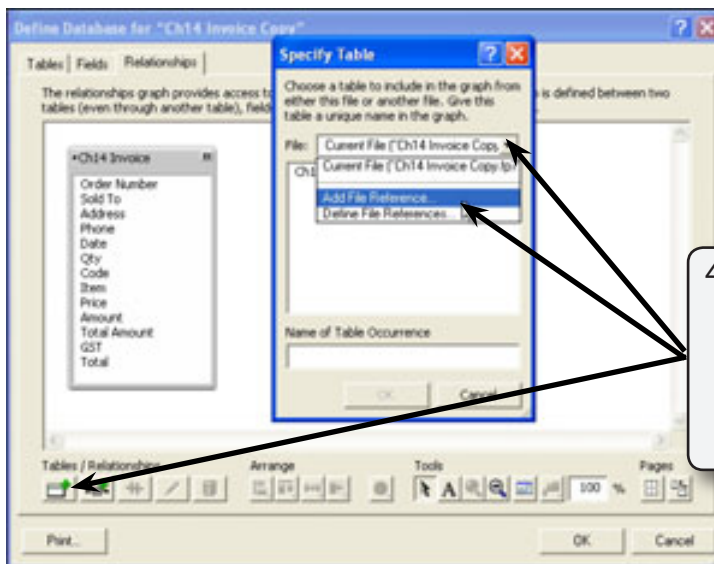
The CH14 INVOICE COPY file should be on the screen. This is the file that will display the data so it is the file that the relationship needs to be created in.

- 1 Display the FILE menu, highlight DEFINE and select DATABASE.



2 Click on the RELATIONSHIPS tab and a table showing the invoice fields is displayed.

3 Move the pointer over the bottom border of the table and drag it down so that all the fields are visible.



4 Click on the SPECIFY TABLE button and you will be asked to specify the FILE (TABLE) to be linked to the CH14 INVOICE COPY file. Set the FILE box to ADD FILE REFERENCE.

NOTE: Data in FileMaker Pro is stored in TABLES, so a FILE can be considered as a TABLE.

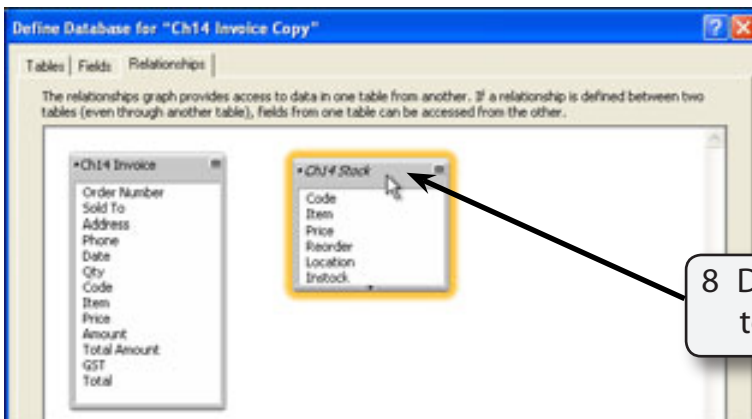
- 5 Access your FMP7 FILES folder and select:
CH14 STOCK COPY

then click on OPEN.



6 CH14 STOCK COPY should be added to the top of the SPECIFY TABLE dialogue box. Its table is called CH14 STOCK.

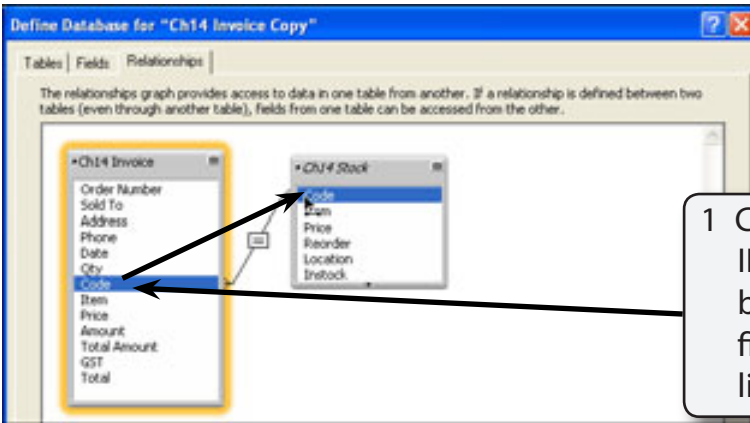
7 Select OK to return to the RELATIONSHIPS dialogue box.



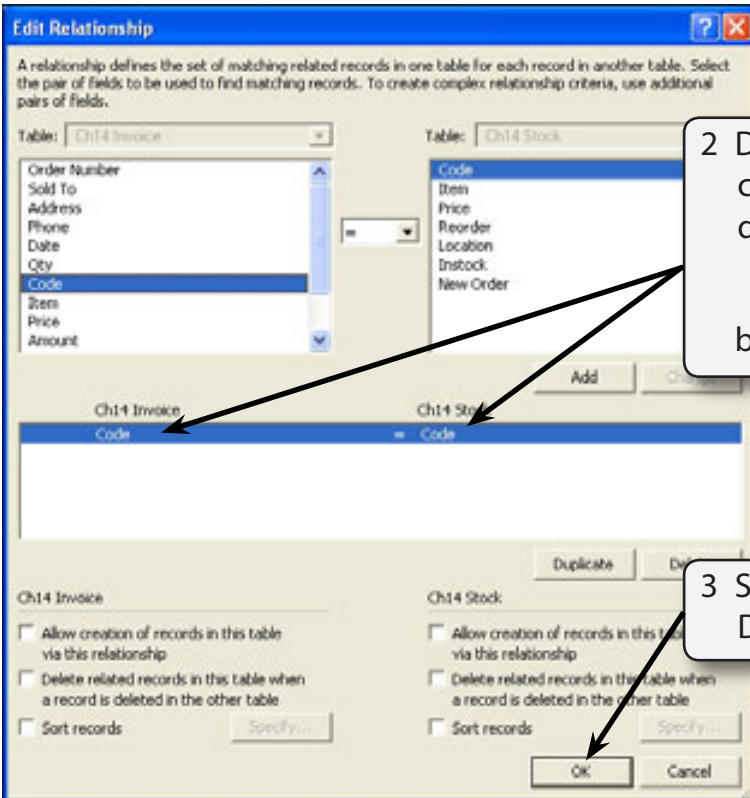
8 Drag the CH14 STOCK table to the top of the RELATIONSHIPS frame.

B Linking the Match Fields

The MATCH fields (CODE) in the two tables need to be linked.



1 Click on the CODE field in the INVOICE table, hold down the mouse button and drag it over the CODE field in the STOCK table to create the link.



2 Double click on the LINK line created and the relationship will be displayed:

Code = Code
between the two tables.

3 Select OK to return to the DEFINE DATABASE dialogue box.