

My name is Akansha Dabral. I am currently pursuing my B.Tech in Computer Science from G.E.H.U.

I completed my Senior Secondary & Secondary from The Annfield School Vikasnagar.

Time Management, communication skills, problem solving, positive attitude, self-discipline, that helped my whole team, these were my strengths.

I handle my failures by first accepting them positively & identifying what went wrong. Instead of losing confidence.

→ Sequential File - In this records are stored in the same order in which they are entered. The 1<sup>st</sup> record that was entered is ~~also~~ written as first record in file, after this second record - — so on.  
Ex - Payroll system.

→ Advantage :-

- 1) Simple & Easy to Handle
- 2) No extra overheads
- 3) Can be stored on Magnetic tape.
- 4) Well suited for batch oriented Appli<sup>n</sup>.

→ Limitation :-

- 1) Only Sequential Access
- 2) Doesn't support update operation.
- 3) Data may corrupt after sometime.
- 4) Can't use for interactive application.

DATE \_\_\_\_\_

PAGE \_\_\_\_\_

SWOT Analysis is a strength planning tool that we use to identify strength, weakness & threats of any organisation.

→ Albert Humphrey in 1960s.

→ It helps understanding internal & external factors quickly better decision making.

→ Can be applied in personal growth, career planning.