



**1. What is the definition of a database?**

A database is a collection of data and information which is stored in organised way

**2. Give an example of a paper-based database?**

Calendar

**3. Explain two advantages of a paper-based database**

Paper based database could be very cheap and it doesn't require electricity To operate.

**4. Explain two disadvantages of a paper-based database**

It will take a long time to search for big databases and also waste a lot of space

**5. Give an example of a computerised database**

Bank accounts

**6. Explain two advantages of a computerised database**

You can search through data very easily and you can filter data very easily

**7. Explain two disadvantages of a computerised database**

Might have a low security that hackers might hack in it and they stop when there's a power cut

**8. Explain what the term ‘field’ means**

Defender organisers data into different categories

**9. List two examples of fields in a database holding details about school pupils**

Year level, age

**10. Explain what the term ‘record’ means**

Record is the actual data within the field

**11. Explain what the term ‘file’ means**

All the records is called as file