Part I

MIND MAP

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BSIT - 1

Disks

Folders

File

Tables

Elements

Rewards

Fields

Primary key

Foreign key

Security of info

Back up and recovery

Features

Data integrity

User access management

DBMS

DATABASE

Classifications

Single user

Centralized

Multi-user

Distributed

Retrieves information

Function

Stores data

Organizes data

Manages information
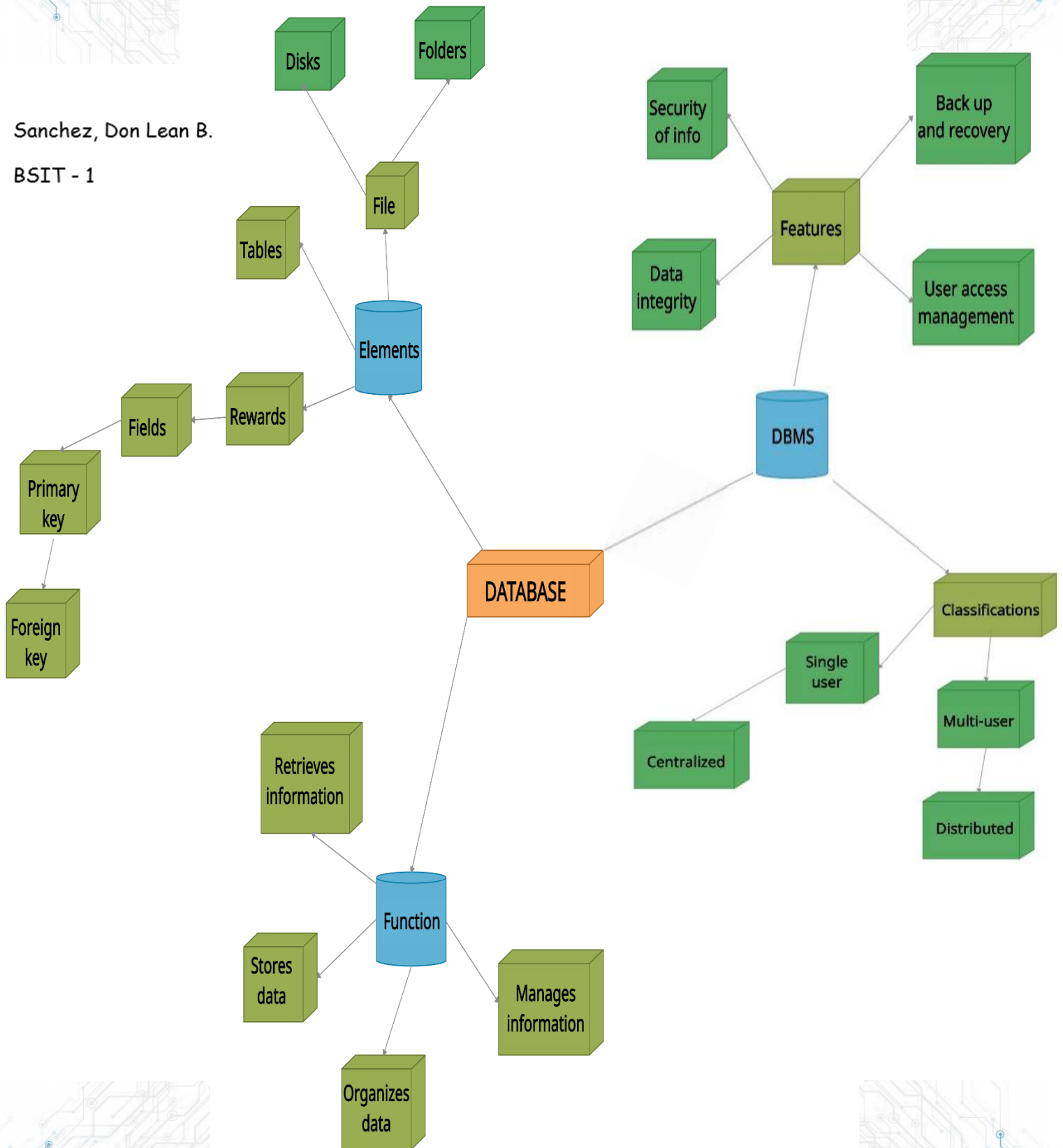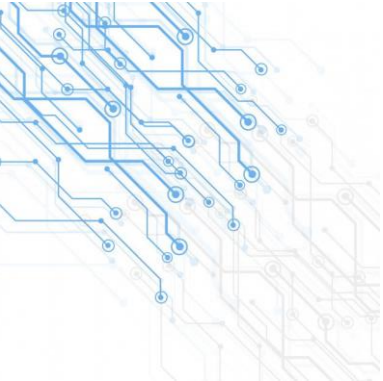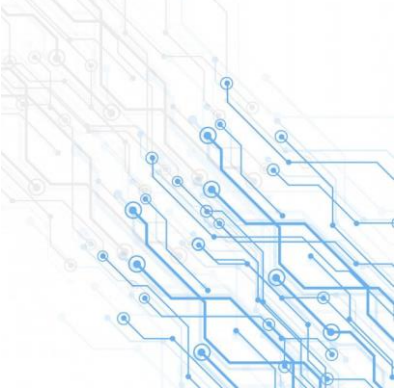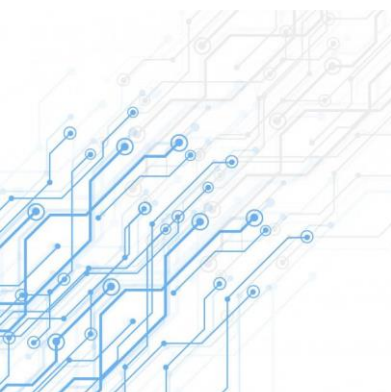
The mind map I created includes the key concepts of a database. The elements incorporate the records, tables, file and fields. The tables serve as the container that comprises records which where the data is stored. The records are what we call the information itself and the files are the collection of tables. These elements are essential to the database at it serves as its key features. The function of the database is mainly to store, organize, retrieve, and manage information. And in order for it to be applied in a particular task, we use a software. The Database Management System serves as the software that manipulates all the components inside of the database. DBMS keeps all the information secured. It also backs up and recovers lost data if ever a technical issue has occurred. The DBMS is also an essential tool in businesses. This software modifies all documents that are needed in the company as it also has a data integrity and user control features. This keeps all the information consistent and updated. This depends on how the user utilizes the DBMS as an information keeper and data modifier.

Part II

1. **Data of Students in Registrar's Office**

   - It is more convenient because if the files corrupted inside the database, it will be harder to retrieve it

   - The traditional files are more accurate and consistent

2. **Traditional keeping of money**

   - Securities in bank account can be hacked whereas in traditional keeping of money, you're the one who's going to keep it so it is more safe

3. **Traditional grading system (actual report card)**

   - Grading system in portals/websites can be manipulated, while in actual report cards, you will know if the grades are changed (for example: putting correction tape on top of it if the teacher made some mistakes)

4. **Traditional Examination**

   - It is more accurate to have examination face to face and is written of paper rather than having online examination. Because students have more access to the internet which can be the source and is also prone to cheating

5. **Traditional checking of attendance**

   - In traditional checking of attendance, the teacher will be able to know if that person is inside the whole hour of class, while in online/digital, the person may say he/she is present during the attendance, but is doing something else during the whole session.