**DATABASE TERMINOLOGY QUESTIONS**

1. What is a database?

*A structured set of data organized in a certain way so that the computer can quickly retrieve specific data. Data typically stored in a database are fields, records and files. Data in a database can usually be accessed in various ways from various places or computers.*

1. How are databases traditionally designed?

*They are stored in records (rows) and fields (columns).*

1. Define the following: field; record; and file. Give an example of

each.

*A field is a group of related characters. Ex. a phone number*

*A record is a group of related fields. Ex. a drivers licence*

*A file is a group of related fields. Ex student records.*

1. Explain an alternative concept in database design.
2. What is a database management system?

*A collection of programs used to organize, enter and select data from a database.*

1. How does the way information is stored internally affect a user’s

interaction with the database?

1. What is a query?

*A request to retrieve specific sorts of data.*

1. What does SQL stand for and what is it?

*SQL stands for structures Query Language. It is used to communicate with a database.*

1. What part of a spreadsheet corresponds to a field in a

database?

*A column.*

1. Name one attribute of a field.

*Is made of a group of related records.*

1. Name and explain the 3 classifications for a field.
2. What are the 3 general methods for posing queries?\
3. What is a report?

14. Do functions and/or sorting differ at all from what you learned

in spreadsheets? If so, how?