



University of Johannesburg
FADA

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Assignment 2
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INTRODUCTION .

This assignment is to investigate the meaning of seven different words that relate to computerized databases.

DATABASE .

A database is an application or program that manages a volume of data and it allows that data to be stored and retrieved in a fast manner.

TABLE .

A table is a data structure that is used to organize information, there are a number of different kinds of tables which work in different ways.

FIELD .

A field is space in a table that is allocated for a particular item of information.

In a database the field is the smallest unit of information that can be accessed.

RECORD .

A record is a complete set of information, which are composed of fields

FORM .

Front-end screen for record entry into the database. The fields on the form are linked to the table.

REPORT

A report is the formatted and organized representation of the data. A report writer enables you to be able you generate reports.

QUERY

A query is the way that you retrieve information that is in a database. It is made up of predetermined questions that are presented to the database.

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