**Gulf English School**

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| TOPIC: Practical: Database (Microsoft Access)  Theory: Database(Microsoft Access) | | | |
| Theme: Practical Database (Microsoft Access) and Revision.  Theory: Database (Microsoft Access) and Revision. | | Level: Year 9 | |
| **Objectives: Practical**: To be able to create a database and a simple query. **Theory:** To be able to Define the database terms and Advantages and Disadvantages. | | | |
| Focussing Questions | Key Words | | |
| **Practical**   1. How to create a database? 2. How to do a simple query? 3. **Creating a Database**  * Why use appropriate data type for each felid? * How to set a validation rule for the database fields? * What is field size? * How to add a Record?  1. **Creating a Query**  * Why do you need to create a query? * How to creating a query?   **practical- Data base-Resources**   * Microsoft Access, Source files, Worksheets. * Websites-Teach ICT, BBC Bitesize. * Students guide- Microsoft Access**.**   **Theory**   1. What is The Data base? 2. What is the Advantages and disadvantages of the computer-based data base? 3. What is the software we can use to create a database? 4. What is the felid, record and file? 5. **Database**  * Why do we need a data base? * Why would you need a computer-based database? * Why would you need to make a query? * How would you retrieve a particular information? * Why would you need to create a report?   **Theory- Data base -Resources**   * Theory booklet- **Microsoft Access** * Websites-Teach ICT, BBC Bitesize.   All resources are held in Teachers Admin / resources  Student access is Teachers work/ Teachers name/ year9  Students may use you tube videos to help with Access.  **Practical Assessment:** Continuous assessment of classwork (worksheets), visual assessment of student work in class, accumulative end of topic revision and test.    **Theory Assessment:** Continuous assessment of classwork, worksheets and theory booklets, visual assessment of student work in class, accumulative end of topic revision and test. | **Practical**  Primary Key,  Foreign Key  Manipulate  Records Fields  Ascending  Descending  Search  Sort, Labels  Data types  Storage, Tables  Database File  Field, Record  Key field, Join  Primary, Boolean  **Theory**  Tables  Database File  Field, Record  Print Preview  Layout view  Footer | | Explaining words  …so...  ...because...  Therefore...  As a result...  This means that...  Therefore...  This caused...  ...Due to the fact...  ...caused... |