Unit Title: **Database Software**
Unit Level: **Level 3**
Unit Credit Value: **6**
GLH: **45**
LASER Unit Code: **WJH126**
Ofqual Unit Code: **L/650/1759**

This unit has 3 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		**The learner can:**	
1.	Be able to create relational database tables .	1.1	Explain how relational database design enables data to be organised and queried.
		1.2	Plan multiple tables for data entry.
		1.3	Create multiple database tables including fields and properties.
		1.4	Set up and modify relationships between database tables.
		1.5	Explain the importance of maintaining data integrity.
		1.6	Explain techniques for maintaining data integrity.
		1.7	Respond to problems with database tables.
		1.8	Use database tools and techniques to maintain data integrity.
2.	Be able to organise information in a database.	2.1	Design forms to organise data in a database.
		2.2	Create database forms to allow data to be: • entered • accessed • edited • and organised.
		2.3	Select tools and techniques for formatting data entry forms.
		2.4	Format data entry forms.
		2.5	Use tools to check data entry method meets needs.
		2.6	Make corrections to data entry methods to meet needs.
		2.7	Respond to data entry errors.
3.	Be able to produce database reports.	3.1	Explain how information from queries can be: • selected • generated • output.
		3.2	Create and run database queries to:

Unit Title: **Database Software**
Unit Level: **Level 3**
Unit Credit Value: **6**
GLH: **45**
LASER Unit Code: **WJH126**
Ofqual Unit Code: **L/650/1759**

			• display data • amend data • and calculate data.
		3.3	Plan database reports from a multiple-table relational database.
		3.4	Produce database reports from a multiple-table relational database.
		3.5	Select tools and techniques to format database reports.
		3.6	Format database reports
		3.7	Evaluate the effectiveness of reports.
		3.8	Make corrections to reports as necessary.

Assessment Guidance:

Additional Information:
NA