



UNIT 2: CREATING SYSTEMS TO MANAGE INFORMATION

Delivery guidance

Approaching the unit

This unit introduces the concept of database systems and how they store, manipulate and present data. Your learners will need to investigate how databases are used, and how they are designed, developed and maintained. In addition, learners should investigate relational database management systems; how they are used and how they are developed. Then produce their own relational database in accordance with a brief. Learners should understand that databases are very widely used in a huge range of applications with which people interact on a daily basis (including e-commerce, customer billing, stock management, manufacturing processes, logistics, healthcare, banking and the creative industries).

You will need to ensure that learners have access to an adequate relational database management system in order to complete the assessments for this unit.

This delivery guide does not cover everything that needs to be delivered for completion of this unit but gives examples of delivery methods. You should refer to the specification for full details of all the content that needs to be covered. Learners must practise the correct and full completion of any templates in the sample assessment materials (SAMs) in preparation for their internal assessment task.

Delivering the learning aims

For topic A, you could begin by discussing the types of data that might be stored by different individuals and organisations. Learners should explore why they might need this data and how it could be organised. You should explain relational database management systems (RDBMS) and the environments they are suited to.

You should aim to help your learners to become familiar with relational data structures. To do this, give them plenty of vocational examples in order to build their confidence with the components of relational data structures.

Learners must understand the process and stages of normalisation. You should make practical examples of normalisation and demonstrations of data in various normal forms available. The best learning will be achieved where learners are given sample documents that they then have to normalise – for example an invoice, with an example of a customer record, a stock record and a pricelist.

These four items would be used by any business with a retail function. An alternative could be a learner personal record, class register, course information and assessment grades. Help learners to become confident with the process of normalisation and creating data structures, as this will be a key part of the assessment. It is important that learners fully understand how to do this as otherwise the rest of the design and development process may be difficult or impossible.

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Tao Wei



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