

**REPUBLIC OF GHANA**

**NATIONAL VOCATIONAL TRAINING INSTITUTE**

**TESTING DIVISION**

**INFORMATION AND COMMUNICATIONS  
TECHNOLOGY (ICT) EXAMINATIONS**

**MAY/JUNE 2022**

**LEVEL: TWO**

**DATABASE MANAGEMENT**

**DURATION: 3 HOURS**

**INSTRUCTION:            ANSWER ALL THE QUESTIONS**

**SECTION A:                (50 MARKS)**

1.     Write short notes on the following as in database management system.
  - a.    Queries
  - b.    Reports
  - c.    Macros
  - d.    Modules
2.     Mention the two (2) keys in database management system and give the differences.
3.     Explain what the following data types do in database management system.
  - a.    Text
  - b.    Memo
  - c.    Number
  - d.    Currency
4.     Write the steps on how to back up the entire database.
5.     a. How is a relationship built?  
b. Give the types of relationships.
6.     List the steps in which you can protect your MS – Access file (Encrypt with password)
7.     Write down the difference between Compact and Repair Database (Encrypt with password)
8.     What is the difference between Fixed and Variable length records in database management system?
9.     a. What is Data Dictionary in Access  
b. Give two (2) examples.
10.    Give the full meaning of the following.
  - a.    SQL
  - b.    DBMS
  - c.    MS – ACCESS

**SECTION B: PRACTICAL (50 MARKS)**

In a development, a publishing house has asked you to create a database to be used in managing the movement of their publication.

1. Create a table called Ghana TVET Service with the following information.

Ghana TVET Service TABLE

Field 1	Issue ID	Text	Characters	Primary Keys
Field 2	Ghana TVET Service Name	Text	30 Characters	
Field 3	Price	Currency	(Default)	
Field 4	Monthly Sales	Number		

2. Enter the following data into the table created:

<b>Issue ID</b>	<b>Ghana TVET Service</b>	<b>Price</b>	<b>Monthly</b>
<b>Sales</b>	<b>Names</b>		
1063	Joy	1500	3000
1192	Eureka	4000	1500
1278	Mediscope	1000	500
1740	Acts	1600	4000
1888	Digest	900	200
1040	Periodical	800	300
1058	Choice	2000	300

3. Create a form for the table and label it Ghana TVET Service Form. In the form, create a close from, save records, and add records button.
4. Insert the logo of Ghana TVET Service into your form created.
5. Displays the title as Ghana TVET Service Form.
6. Print both the table and the form with your name and index number on each.