

A Pictorial View of a Database

Raritan Clinic East Doctors

DocID	Last Name	First Name	Street Address	City	ST	Zip	Telephone	Date Hired	Specialty
114	Storm	Judith	234 McIntosh Dr.	Sarasota	FL	34032	(941) 555-2309	4/14/2012	Neonatal
130	Ottome	John	49 Osprey Ave.	Sarasota	FL	34034	(941) 555-1304	8/30/2010	General Med
142	Nealle	David							

Raritan Clinic East Nurses

Nurse ID	Last Name	First Name	Street Address	City	ST	Zip	Telephone
155	Good	Ruthann					
209	Lawrence	Robert	108162	Gauthier	Beverly	2552 Lime Ave.	Sarasota FL 34032 (941)555-8162
223	Bonifay	Madeline	111098	Kennerly	John	333 Tuttle	Sarasota FL 34022 (941)555-1098
318	Hutchins	Chris	111763				
521	Jones	Jacob	112963				
602	Howard	Alana	113648				
617	Francis	Michael	117583				
710	Billings	Edward	119145				
			124027				

Raritan Clinic East Nurses Aides

Aide ID	Last Name	First Name	Street Address	City	ST	Zip
0027	Ford	Dedra	Myrtle Rd.	Sarasota	FL	34054
1416	Cook	Dale	Palm Lane	Bradenton	FL	34211
3565	Bush	Julie	Cypress Bend	Bradenton	FL	34228
6136	Craft	Jason	Red Oak Lane	Sarasota	FL	34033
6521	Bey	Caleb	Camellia Row	Sarasota	FL	34044

- A** This is a **database**: a collection of related tables – a doctor’s table, a nurse’s table, an aides table.
- B** This is a **table**: a collection of related records – in this case, a list of individual nurse’s aides.
- C** This is a **record**: an individual person, place, or thing – a particular nurse’s aide.
- D** This is a **field**: a piece of information about a person, place or thing – an aide’s first name.

A Pictorial View of a Database Report

Ruritan Clinic East NeoNatal-General Med Doctors

Specialty	Last Name	First Name	Date Hired	City	State	Zipcode	Telephone
General Med	Good	Ruthann	9/11/2010	Tampa	FL	33172	(941) 555-2091
	Hutchins	Chris	3/18/2012	Sarasota	FL	34042	(941) 555-3809
	Jones	Jacob	5/21/2012	Bradenton	FL	34212	(941) 555-4613
	Lawrence	Robert	2/9/2011	Sarasota	FL	34033	(941) 555-5926
	Manford	Ryan	12/4/2011	Bradenton	FL	34212	(941) 555-8422
Neonatal	Ottome	John	8/30/2010	Sarasota	FL	34034	(941) 555-1304
	Billings	Edward	7/10/2011	Bradenton	FL	34205	(941) 555-2237
	Bonifay	Madeline	12/3/2010	Bradenton	FL	34205	(941) 555-1902
	Howard	Alana	6/2/2011	Sarasota	FL	34032	(941) 555-9910
	Storm	Judith	4/14/2012	Sarasota	FL	34032	(941) 555-2309

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A typical **REPORT**, like the one above, includes a **Title**, and often a **Subtitle**, **Heading**, **Detail** lines showing individual records, and a **Footer** that displays the date and page number. Many reports also display **line totals** in the very last column and **running totals** at the bottom of the last column.