

LIR BUSINESS SERVICES & TRAINING CENTRE LTD.

QQI Database Methods 5N0783

Course Information



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Programme Objectives

QQI Database Methods 5N0783

The aim of this module is to equip the Learner with the knowledge, skills and competence to create and modify databases under supervision. The objectives are to facilitate the Learner to gain a clear understanding of why we use databases, what they are for, how to create a database from a design specification, how to manipulate, retrieve and modify information, and to explore some tasks for using a database, but not exclusively, in a business administration environment.

Entry: Leaving Certificate, QQI Level 5 Certificate or equivalent life/work experiences.

Learning Outcomes

1. Outline a range of typical uses for databases.
2. Describe essential database concepts including database files, tables, records, fields, queries and reports.
3. Explain the purpose of query views such as design, datasheet, structured query language (SQL), pivot table, and pivot chart.
4. Open an existing database and perform routine operations including accessing records, entering and editing data, adding new records, searching, sorting, and managing fields.
5. Retrieve selected data from the table(s) in a database by designing and building simple queries which can be stored for re-use.
6. Construct a form to facilitate data entry into a database.
7. Create reports which can be used to present selected information from a database in a format suitable for e-mailing or printing.
8. Import data from external data sources, such as text files, spreadsheets, or existing database files.
9. Develop a database design including tables, keys, table relationships to meet a given design brief.
10. Create a database which includes tables, queries, forms and reports based on a given design brief.

Assessment

Project 50% and Examination - Practical 50%

Duration

Blended/Online Course with 'Live' Tutor classes, optional Tutorials and One-to-One sessions.

OR

5 x Workshops (1 day per week) or 10 x Evening Classes plus self-directed learning with support through Lir.

Fees & Payment Options

- Course fee: in full €250.00, or 2) Flexi-payments/Funding 3) In-Company - separate quote
- You may qualify for funding by contacting your local Intreo/DSP Office.

Learner Progression

Learners who successfully complete this course may use the associated credits towards a Major Award