

Spelling list: QEGS Information Technology 3

General word-list for Information Technology

data	All information in a computer is known as data .
database	A database is stored information that can be brought back and used in different ways.
spreadsheet	A spreadsheet is used to show and calculate numbers.
column	A group of cells from top to bottom is called a column .
row	A groups of cells from left to right is called a row .
cell	A cell is a small rectangle in which data can be entered.
merge	TO merge is to join two or more cells together.
tables	Tables are files in a database linked by having one or more fields that are the same.
field	The field is a place in a database record, into which you can enter particular information, for example and address.
record	A record is a collection of related information.
file	Tables are files in a database linked by having one or more fields that are the same.
analysis	Analysis is information from collected data.
qualitative	Information gathered to do with the quality or particular kinds of things is described as being qualitative data..
quantitative	Information gathered to do with quantities or amounts is described as being quantitative data.
Split	Split is to divide a cell.