

SKILLBUILDER

Creating a Database

►► Defining the Skill

A database is a collection of information, or data, that is organized so that you can find and retrieve information on a certain topic quickly and easily. Once you set up a database on the computer, you can search for specific information without going through the entire database. Learning how to use a database will help you to create your own.

►► Applying the Skill

The screen below shows a database for the history of settlement in Melanesia. Use the strategies listed below to help you understand and use the database.

How to Create a Database

Strategy 1 Read the title to identify the topic of the database. In this title, the most important words, or keywords, are "history," "settlement," and "Melanesia." These keywords were used to begin the research for this database.

Strategy 2 Identify the kind of data you need to enter in your database. These will become the column headings of your database. In this case, the key words "country," "settlement," "colonization," and "independence" were chosen to focus the research.

Strategy 3 Identify the entries included under each heading.

Strategy 4 Use the database to help you find information quickly. For example, if this database were on a computer, you could search for "United Kingdom" to find out which of these countries were colonized by the United Kingdom.

►► Practicing the Skill

Turn to page 475 in Chapter 16, Section 2, "Foundations of Chinese Civilization." Create a database about the dynasties of China. Use the information in the section to provide the data. Use a format like the one above for your database.

Country	First Settlement	Colonization	Independence
Fiji	3,500 years ago	1874 by United Kingdom	1970
New Caledonia	3,000 years ago	1853 by France	not independent
Papua New Guinea	50,000 years ago	1793 by United Kingdom 1828 by Holland 1885 by United Kingdom and Germany 1921 by Australia	1975
Solomon Islands	4,000 years ago	1886 by Germany and United Kingdom	1978
Vanuatu	3,300 years ago	1906 by United Kingdom and France	1980