

Database Administrators

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**Seed
Learning**



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The Job of DBAs

A person who manages a database is called a database administrator (DBA). A DBA has three important duties related to the database that he or she is put in charge of. These duties are maintaining the database, solving problems for database users, and setting up new databases.

Working with a database



Different types of data

A database is an organized collection of data. This data can be anything. Some databases are made of personal information such as names, addresses, and ID numbers. Some databases are made of banking or shopping information. Some databases are made of health records.

To maintain a database, a DBA has to first make sure the records in the database contain the data that they are supposed to contain. The data needs to be complete and up-to-date. It also needs to be available in a useful form to people who need to use the database.

Checking data



Database security

In addition to making sure a database performs well, a DBA has to make sure the database is secure. This means that the information in the database is safe. Only people who are allowed into the database can see or use the data in it.

Trying to get into a database ▶





◀ Losing information

On top of that, DBAs are the ones who make sure the system's data is always up-to-date. They need to update existing data records if the information needs to be changed. DBAs also manage the addition of new records to the database as it grows over time.

Updating data

Has the power ever gone out while you were working on a computer? Did you lose information when that happened? A database can have the same problem!

There are a number of factors that may cause the information in a database to become corrupted. Part of a DBA's job is to check for problems in the data and fix corrupted records.



Comprehension Questions

- What does DBA stand for?
 - Data by an Analyst
 - Database Administrator
 - Degree Business Able
 - Doing Business Ads
- DBAs have to think about . . .
 - keeping data up-to-date.
 - making new databases.
 - who can use a database.
 - All of the above
- What is the language many databases are written in?
 - DBL
 - FAQ
 - MIS
 - SQL
- What is true for most DBAs?
 - They work from home.
 - They work on teams.
 - They work alone.
 - They work for computer companies.
- In the past, some of the jobs DBAs had to do . . .
 - looked impossible.
 - took longer than now.
 - wasted time.
 - were much easier.

Key 1. (b) 2. (d) 3. (d) 4. (b) 5. (b)

Glossary



■ **access** (v.) to enter or connect with in order to use



■ **administrator** (n.) a person who manages or supports a computer system



■ **analyst** (n.) a person who studies numbers or information to see different elements or essential parts



■ **certificate** (n.) a paper that guarantees a person's knowledge or training



■ **command** (n.) a word or keystroke that tells a program what to do