

What are some ways databases are used in the work environment? What are some ways database use could be improved in the workplace?

Databases can be used to store mass amounts of data. Then you can query the database and create forms, and reports.

I use an access database to record all training every employee has completed. I have separate databases for internal training and external, one last one for certificate programs people are enrolled in or completed. When an auditor asks me for all the Bank Secrecy Act training for people in specific department I run a report, set by department who should be on the report and the type of training then just send it right off to them.

Databases save time, if I had this information in paper form it would take me hours to look at each database and manually create something, then I would run the risk of forgetting someone in the department, or missing a critical class.

Database use can improve in the workplace if more people felt comfortable with them. Many can enter data in the database but trying to retrieve results they freeze. It's one of those applications thought that if you don't use it all the time you lose it. So many rely on the power users to get their data and provide it to them.

## Response 2

Some ways that database is used is to store information. The database that I used while working in the doctor office was a program that keeps track of the patients and their records. Also our database had insurance claims, account numbers, and referrals. While working in the billing department I mostly had dealings with insurance, medicaid and medicare. The new way for my old job can improve their database is by each office having a touch screen sign in sheet instead of the traditional sign in sheet when you can't read some of the patients handwriting. Database can save you time by entering your information into the system because if you did things by hand you would have more paperwork. Each company have their own way of designing their database. The medical database is needed because if someone has allergies you will know about it, and also the pharmacies uses a database so that the customer want get more medication incase they are trying to sell their pain medication.