

Task 4c - Collecting Evidence from a survey

You should now have data about 24 products on your A3 sheet. Probably you will find that not all the fields are filled in for all the records – there will be gaps. If some fields have more gaps than data then they are probably not essential to your database.

For example: if your database is about mobile phones and there are many gaps in a field called 'colour' then this is probably not a very useful field to have. However the field called 'manufacturer' is going to be essential for all databases.

Decide which fields are not essential; indicate this on your A3 sheet (neatly – in pencil). Show your choice of unwanted fields to your teacher.

Designing a data collection form

You need to do a small survey on the products that friends of family might have. This data will be added to your catalogue and internet data. You will collect data about those fields that you decided were essential to your database.

Design a form that will collect the data you need. Below is a part of a form that collects data about peoples' cars. When you design your form consider the following things

- Some people write very untidily – what's been done to ensure legibility.
- What's been done to make it quicker to fill in
- What's been done to try to reduce answers that don't make sense
- What's been done to try to save space

The form can be done in Publisher or Word. (My personal choice is Publisher. CHU)

Get hold of some forms (passport application, provisional driving licence, bank/building society account) to help you with your designing.

Please fill in this data collection sheet.
Please write clearly in black/blue ink.
Please write in capitals - one letter to a box.

Make of car

Model of car

Colour of car

Number of seats (2, 5 or 7)

Type of car (saloon, hatchback, sports etc)

Engine size in cc

Fuel (Petrol, Diesel) P or D

Navigation system ? Yes No Electric windows ? Yes No

Sun roof ? Yes No Central locking ? Yes No

Year of registration Mileage

Price £

When your teacher has seen one printout of your form print it three times and ask friends or family to fill it in. This must be neat and in three different handwritings. Add the data to your A3 sheet.