Record

Student Record

Name	SSN	Address	Phone	GPA

Field

Records

John Smith	111-22-3333	100 Nice St.	888-222-3333	3.95

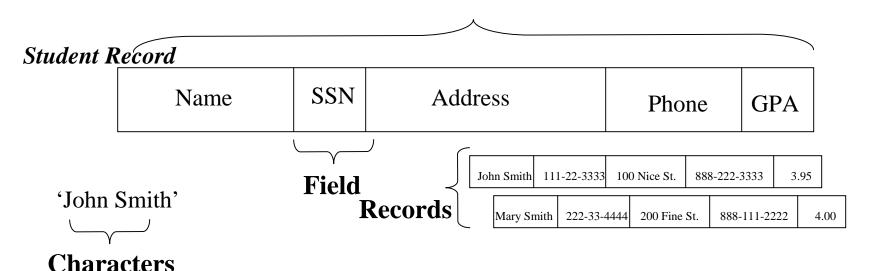| Mary Smith	222-33-4444	200 Fine St.	888-111-2222	4.00

'John Smith'

Characters

Course Record

Field = a collection of related **Characters**

Course ID	Course Name	Prerequisite

Record = a collection of related **Fields**

File = a collection of related **Records**

University Database =
Student file + Course file

Database = a collection of related **Files**