

Unit 4 Databases

Word	Definition	Spanish
arrange (v)	to put things in a particular order or pattern	disponer (v)
column (n)	numbers or words written under each other down a page	columna (n)
customer (n)	someone who buys goods or services from a shop, company, etc.	cliente (n)
customer relations (n)	the part of a company that deals with customers' questions, problems, etc.	relaciones con los clientes (n)
data (n)	information or facts	datos (n)
data coding (v phr)	cleaning data and double-checking for faults and inconsistencies	codificación de datos (n)
data collection (v phr)	gathering raw data which you want to process	recopilación de datos (n)
data entry (v phr)	typing data into a database using a keyboard; entering data into a system	entrada de datos (n)
data sorting (v phr)	the process of electronically sorting data; arranging and systemising data	clasificación de datos (n)
data tabulation (v phr)	creating categories to organise data into relevant groups	tabulación de datos (n)
data validation (v phr)	arranging data into table format so that it can be analysed	validación de datos (n)
database (n)	a large amount of information stored in a computer system	base de datos (n)
enter (v)	to put information somewhere, such as into a computer	introducir (v)
field (n)	a type of work that people are involved in	campo (n)
finance (n)	a department connected with the control of how money should be spent, especially in a company	finanzas (n pl)
format (n)	the way in which something is organised or designed	formato (n)
human	the department in a company that	recursos humanos (n)

English for Information Technology

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resources (n)	deals with employing, training, and helping people	
marketing (n)	the department in a company that decides how to advertise a product, what price to charge for it, etc.	marketing (n)
problem (n)	something difficult that you have to deal with or solve	problema (n)
production (n)	the department in a company that makes things	producción (n)
record (n)	information that you write down and keep so that you can look at it later	registro (n)
remote (adj)	far away	remoto (adj)
report (n)	a written or spoken description that gives people the information they need	informe (n)
row (n)	a line of things next to each other	fila (n)
sales (n)	the part of a company that deals with selling products	ventas (n pl)
solution (n)	a way of solving a problem or dealing with a difficult situation	solución (n)
spreadsheet (n)	a computer program that you use for showing and calculating lists of numbers	hoja de cálculo (n)
stock management (n)	the department in a company that deals with managing the stock of a product	gestión de existencias (n)
store (v)	to keep information in a computer	almacenar (v)
table (n)	a set of numbers or facts that are arranged in rows	tabla (n)