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Learning Outcomes

- Determine when to use an index

Despite the stated advantages of indexing, there are some drawbacks as well. Indexes add metadata to the database, which increases its size and disk space requirements. In addition, when a new record is added to an indexed table, there is a slight performance hit—for 20 indexes on a table, Access will make 20 adjustments when a new record is added or subtracted. So, you will want to avoid indexing on smaller tables or tables that are not frequently involved in queries.

Practice Question

Verónica is ready to complete her work on a Customer Order table, but has yet to decide whether to use indexing or not. Her table will contain over 500,000 records. How would this influence her decision?

- The table should not be indexed because of the increase to disk size.

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