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INFO 358-33 Database Management

Elaine Crable
crable@xavier.edu

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INFO358 Database Management Spring 1999

Instructor : Dr. Elaine A. Crable
Accounting & Information Systems
Schott 605
Fax: 745-4383
Office Phone: 745-2029 Fax: 745-4383
E-Mail: Crable@notes1.xu.edu

Required Materials : Database Processing by D. M. Kroenke, Prentice Hall, 1998
Shelly Cashman and Pratt *Access 98,* Course Technology,1998
3x5 index cards used as comment cards
HD disk for the lab portion of class

Course Objective: This is an introductory survey course in database concepts, history, evolving trends, design and implementation. There will be a conceptual portion and a "hands-on" development portion of the course. This course is designed to be a fundamentals course and will be the grounding to other information systems courses such as Systems Analysis and Design.

Tests/Exams: There will be true-false, multiple choice *Readiness Assessment Tests* (RATs) given during the course for new topic areas. These will be given prior to discussing new topics from the text and will usually cover material drawn from the *Group I Questions* at the end of each chapter in the Kroenke book.

There will be a Midterm and a Final exam during the session.

There will be a lab exam on *Access* at the end of the semester.

In-class: Class participation is critical for a successful course, therefore it is very important that you are prepared to participate in every class. I will expect that you will have prepared for the class by reading the chapters assigned. The amount of class participation will influence your grade. For any group activity including the RATs you must be present to receive the group grade. If you are absent you will receive a zero for that group activity and it will be averaged into your group grade as such.

At the end of many classes you will be asked to turn in a 3x5 index card with a question or comment about the day's activities. You will put your name on the card and your comment. These comments will help me clarify issues for you during the next class and take care of administrative issues and any class concerns.

We will be using *Lotus Notes* in this class. You must regularly check your e-mail in Notes.

Lab Work: The Access textbook will be used in a "hands-on" fashion during the semester in a lab setting. Assignments from the text must be turned in on the assigned date or be marked lower for lateness. (Late assignments will be marked 10% lower for each calendar day late.) If you turn one in late, turn it into my secretary in Schott 505 and have her mark the date and time on the assignment.

Database Project: A database project involving *Access* will be assigned during the semester. You can work with one other person on this project. This project will be either one of your own design (turn in a description to me for approval) or it can be assigned by me. When you finally turn the project into me include your disk and a hardcopy of your project. Put both in a standard-sized manila envelope. This will be due by the last day of the semester. More information on the project will follow.

Current Database Issues: One article will be due on a database issue from a journal no older than 1998. A photo-copy of the article (minimum of 3 pages or 2100 words) along with a one page abstract of the article is required on the assigned due date. This abstract page is to be single-spaced, approximately 6 lines/inch and have one inch margins (see guidelines.) I will not be returning these so if you want a copy of the article or abstract you will need to make one. Articles will be graded on topic choice, comprehensiveness, clarity, grammar, spelling, and over-all readability. (Abstracts submitted late will lose ten percent credit for each calendar day late.)

Presentation of Current IS Issues: Your database article, or some topic of interest from the world of database, will be presented to the class sometime during the session. This is to be a 10-15 minute PowerPoint presentation. You want this to be an interesting topic and one that would be easy to present. Usually a topic about how a business made good use of a database, security issues, or a new technological issue related to databases in business are interesting topics for the class. Avoid talking too much about HOW the computer technology works and keep to topics dealing with some interesting uses of databases in business. You will be graded on presentation style as well as clarity in discussing your topic. When using PowerPoint, as a general rule, do not exceed 20 words on a slide and use appropriate clip art and Internet graphics along with animation. You **may not** read your presentation. You can have notes to help guide you but if you read you will lose points.
A sign-up sheet will be distributed during the first class. If for some reason you can not present on your scheduled day it is your responsibility to switch presentation times with someone else or check with me to see if there is an opening in the schedule. With the tight presentation schedule that we have there can be no makeups and anyone missing their day without arranging for a substitution will receive a score of zero.

Grading Criteria:

Individual Assessment Tests	13%
Class Attendance and Group Work	12%
Article Abstract/Presentation	5%
Exams (Textbook)	45%
(Midterm 20%, Final 25%)	
Lab Work (Assignments, Project, Access Exam)	25%

Grade Distribution :

92 - 100	- A
83 - 91	- B
73 - 82	- C
63 - 72	- D
Below 63	- F

Note1: Attendance is required and more than two absences will result in a lowering of your grade since we only have 13 actual class meetings.

Note2: There will be no extra credit!! Plan on excellence in your regular class performance and there will be no need to even think about extra credit.

Article Abstract Guidelines

Description

Prepare a one-page, single-spaced, word-processed abstract of an article related to any topic involving database technology. Articles may come from a variety of sources (e.g. *PC Computing, BYTE, Information Management, PC Magazine, Compute Magazine, Business Week, Database, Fortune,* etc.) Articles abstracted must be at least three pages in length (three pages of text—minus graphics or approximately 2100) and must be published within the last year. (NOTE: If you use an electronic copy you will need about 6-8 pages to equal a normal 3-4 page journal article.)

Include the following:

- A photocopy of the article being abstracted. (This must be a photocopy and not the original article removed from the journal or magazine or a computer printout of the article.)
- The bibliographic citation of the article in the top left hand corner (for style format-see below).
- A synopsis of the article highlighting the main thesis of the author and any supporting points.
- A personal evaluation of the article. Was the article valuable to you? Did it seem credible? Do you agree/disagree with author's conclusions? How does it relate to elements in your profession or major?

General Format to be followed:

- One page, single-spaced, word-processed with one inch margins. (Do not exceed one page...make this a summary of the important aspects of the article.)
- A photocopy of the article is to be stapled behind the abstract.
- The format must be followed.
- These articles will not be returned.

Note on Grading:

To receive an excellent grade (A+) all the guidelines must have been followed and you must exceed the 3 page minimum. In addition there can be no typos or grammatical errors and the summary must be clear and to the point. Doing the minimum (3 page article) may result in a lower grade than "A" depending on the quality of the written abstract.

Author Last Name, First Initial. Year Published.
Title of article. Publication Name, Volume, Issue, Page numbers.

Your Name
Fall 1998

Three fourths of the page will be a summary of the article highlighting the main idea of the author and any supporting points. A brief discussion of the article's key points and conclusions are appropriate.

The last fourth of the page is to be your ***personal reaction*** to the article.
Comment on: How was it valuable to you? Was the article credible from your point of view? Why or Why not? How does this article relate to your profession?
The abstract is due on the scheduled due date. Abstracts submitted late will lose ten percent credit for each calendar day late. If you are unable to make a due date, you may fax the article to me or send it in with another student.

INFO358 - Tentative Schedule

Class	Topic	Kroenke Text	Access Text
Jan 15	Intro to Course and *Lotus Notes* Assigned Presentation Days Group Assignments Introduction to Database Concepts		
Jan 22	Introduction to Database Processing and Development Introduction to *Access*	Chapter 1 & 2	Project One
Jan 29	Data Modeling (E-R Diagram) *Access* – Project One	Chapter 3	Pg. 1.67 #2
Feb 5	Continue the E-R Diagram *Access* – Querying Project Two	Chapter 3	Pg.2.4 – 2.45 (only print last query) Pg. 2.55 #2 (print #6,15,16)
Feb 12	Relational Model & Normalization *Access* – Design & Update Features (Project 3)	Chapter 5	Pg. 3.4 – 3.44 (only print results of last activity) Pg. 3.56 #2 (only print #14,23,24)
Feb 19	Continue work on Relational Model Review of Chapter 1-3, 5 for Exam *Access* – Integrating Excel Data into Access		Pg. AI 1.1 – AI 1.10 #2 & #3 (print results of these)
Feb 26	Exam		
Mar 3-5	***Spring Break***		
Mar 12	Continue discussion of Normalization	Chapter 5	*Access* – Reports & Form (Project 4) Pg. 4.6 – 4.48 (print pg. 4.25 results for Reports & 4.46 results for Forms) Pg.4.60 #2, Print Reports & Form

Mar 19	Independent Access Lab Assignment		Finish Project 4 and do Project 5 (Enhancing Forms, etc.) Pg. A5.4 – 5.45 Print Form at end of Project 5) Pg. 5.54 #2, Print Form & Table
Mar 26	Database Application Design Access – Project 6		Chapter 8 Pg. 6.4 – 6.46 Pg. 6.58 #3
April 2	*Easter Break*		
April 9	Relational Implementation Work on Project in Access	Chapter 9	Your Project in Access
April 16	Structured Query Language Access Project Work	Chapter 10	
April 23	Multi-User Database Client Server	Chapter 12 Chapter 14 (pg. 347 – 360)	
April 30	Presentations of Projects Access Lab Exam		
May 3	***Exam – 10:30-12:20***		