Computer Science Department at the University of Alabama
CS 302   Computerized Database Systems (3 hours)
Course Syllabus Spring, 2013

INSTRUCTOR: DR. H. E. FREEMAN　　　**OFFICE: 110 HOUSER**

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OFFICE HOURS
Monday & Wednesday (10:15-11:45 A.M.), Tuesday (10:00-11:45 A.M.), Thursday (10:45-11:45 A.M. 16 Lloyd Hall). Other times are available by appointment.

Course Description
Microsoft Access has become one of the most powerful and popular applications in the Microsoft Office suite of applications because it provides both beginning and professional database developers a cost-effective way to leverage key database functionality with an easy-to-use graphical interface. This course will introduce the concepts associated with database software, as well as standard commercial applications of this software to real-world applications. Additionally, the use of conventional programming languages to supplement the facilities associated with commercial database packages will be overviewed. The main topic covered will be Fundamentals of Access database systems. Computer Proficiency is required for a passing grade in this course.

Course Prerequisite
CS 102

How to Succeed in this Class
To succeed in this class you must be able to read, understand what you have read, follow directions, use the computer extensively to complete chapter, content-based assessments, lab assignments, quizzes, test and take the final examination all in a timely manner. This course is designed for non-majors wishing to learn more about the use of spreadsheets in a wide variety of applications.

Course Topics
*I*ntroduction to Microsoft Access 2010

Creating a Database

Building a Database and Defining Table Relationships

Maintaining and Querying a Database

Creating Forms and Reports

Using Form Tools and Creating Custom Forms

Creating Custom Reports

Sharing, Integrating, and Analyzing

Course Objectives
At the successful completion of this course, the student should be able to create a database; create queries, forms and reports from a database; enhance a table's design; integrate Access with the Web and with other programs; and define table relationships.

Required Text and Other Material
Bundle: New Perspectives on Microsoft® Access 2010, Introductory, 1st Edition, by Joseph J. Adamski and Kathleen T. Finnegan, ISBN:, ISBN for 1111868948 +
SAM 2010 Assessment, Training, and Projects v2.0 Printed Access Card. IF YOU ENROLLED IN CS 285 AFTER THE SPRING 2012 IT IS NOT NECESSARY TO PURCHASE THE SAM CODE.
Text Only: New Perspectives on Microsoft® Access 2010, Introductory, 1st Edition, by Joseph J. Adamski and Kathleen T. Finnegan, ISBN: 0538798483 (9780538798488). You will also need a storage device.
Other: You will need a flash drive and ear phones.

Course Presentation

This course consists of 8 modules, which require the student to read the textbook, complete practice tutorials, submit eLearning assignment, take quizzes and tests.

Submitting Assignments

All assignments will be submitted using eLearning. A tutorial is available in eLearning. You must submit assignments on time. There will be no re-opens for any work. If you miss the upload date a grade of zero will be assigned for any missed work including quizzes and exams.

Schedule of Assignments

A schedule of assignment due dates can be found on the course calendar.

Computer Requirements

It is assumed that each student has access to a PC running Vista or Windows XP, has Access 2010, and has Internet access.

Examinations/Quizzes

Your Exams are application. Once you have answered an item on the Exam you cannot return to that item. There is a 1 minute time limit between each question. If time runs out, your exam will not be reset. The quizzes are definitions and application. There is no Final Exam for this class. See course schedule (calendar) for tentative dates for the exams.

Assignment Guidelines

All assignments should be completed by the student with no assistance from anyone other than that obtained from the instructor of the course. NOTE: Each assignment builds on previous assignments, which makes it imperative that all assignments are completed in the order assigned.

MAKEUP TEST POLICY:

You must send your instructor an email explaining why you have missed the exam. If you know ahead of time that you will be missing a test, you must tell your instructor in advance. If not, you must turn in your excuse immediately after the missed test. If your excuse is accepted, you will take an individualized make-up on the makeup day (see course calendar). Please note that the makeup exam is a fill in the blank paper and pencil test.

Grading Policy:

Point Distribution	
Training/Attendance/Classwork	160 pts
8 Tutorial Cases (40 points each)	320 pts
Internet Assignment	40 pts
8 Quizzes (20 points each)	160 pts
8 Exams (40 points each)	320 pts
TOTAL	1000 pts

GRADING SCALE:

970-1000	A+	870-899	B+	770-799	C+	670-699	D+	
930-969	A	830-869	B	730-769	C	630-669	D	
900-929	A-	800-829	B-	700-729	C-	600-629	D-	
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Course Attendance Policy

Class attendance is expected. Roll will be taken at the beginning of each class meeting in BLACKBOARD Learn. Class will start on time. If you are late and miss the roll you will be marked absent.. You are expected to attend all classes due to the cumulative nature of the material and because all assignments are handed out and taken up in class. Five points will be deducted from your total points for each absentee over the three allotted. It is your responsibility to obtain a classmate's notes for any missed lectures and find out from a classmate or your instructor concerning any missed assignments or announcements prior to returning to class. Special details about the attendance policy are covered in the "Department of Computer Science" policy handout.

Suggested Study Method

To succeed in this class you must be able to read, understand what you have read, follow directions, use the computer extensively to complete tutorials and lab assignments, and take the exams in a timely manner. This course is designed for non-majors wishing to learn more about the use of spreadsheets in a wide variety of applications.

The University of Alabama Policies

Academic Honor Code: The Academic Honor Code appears on the back page of the registration worksheet used by each student during registration periods. Students are required to read and sign the honor code. You can find more information on the Academic Honor Code in the Student Handbook.

Academic Honesty Policy: All acts of dishonesty in work constitute academic misconduct. This includes, but is not limited to cheating, plagiarism, fabrication of information, and abetting any of the above. Plagiarism involves copying the words of any work published by another person, including text on the internet, and presenting that work as your own. Any assignment committing plagiarism or other academic misconduct will be assigned a grade of zero with no opportunity to repeat the assignment. The Code of Academic Conduct and Academic Misconduct Disciplinary Procedures will be followed in the event that academic misconduct occurs. Students should refer to the Student Affairs Handbook, which can be obtained from the Student Life Office.

Reasonable Accommodations: In keeping with its mission and in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, The University of Alabama is committed to providing persons with disabilities an equal opportunity to participate in and benefit from all programs and services conducted or sponsored by the University. Ms. Gwendolyn Hood, University Compliance Officer, has been designated to serve as the ADA Coordinator for the campus. Inquiries concerning ADA requirements and compliance may be directed to Ms. Gwendolyn Hood, 171 Rose Administration Building, and Box 870300, Tuscaloosa, AL. If you need special assistance, please talk with your instructor. You can find more information on reasonable accommodations in the Student Handbook.

Statement of Equal Treatment and Disabilities

The instructor and students in this course will act with integrity and strive to engage in equitable verbal and non-verbal with respect to differences arising from age, gender, race, physical ability, and religious preferences.

LATE ADDERS

You are responsible for all work covered in class. You must keep up with all assignments. There is no makeup work.

Email

Unless otherwise noted, you should only contact your instructor using the method given under Instructor Information on the course Homepage. View the appropriate tutorial listed within the Resources page for assistance using the mail tools.

NOTE

Assignment sheets and course content are subject to modification when circumstances or sound pedagogy dictates and as the course progresses. If changes are made, you will be given due notice.