

DBA 110: Database Concepts

Section 001
Tu/Th, 1:00 – 3:10
Room 974, Tech Center

Instructor: John Hurlburt
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Required Materials

- *Concepts of Database Management*, Pratt and Adamski, 6th edition (9781423901471), Thomson/Course Technology
- *Microsoft Access 2007, Comprehensive*, Adamski and Finnegan, (9781423905899), Thomson/Course Technology
- Bundle of all (1428331980)
- USB flash drive

Course Policies

Grades

Your grade will be computed on a ten point scale, as follows:

Quiz Average..... 50%
Assignment Average..... 50%

Quizzes

The quizzes will be paper-based multiple-choice and/or short-answer tests. Unexcused absences will result in a score of zero. Excused absences must be requested in advance.

Lab Assignments

Lab assignments must be submitted on or before the due date shown on the course calendar and will not be accepted late (resulting in a grade of zero), unless you have requested an extension in advance.

Withdrawal from Class

To officially withdraw from a class and receive a grade of “W”, a student

must complete and submit a withdrawal form to the Admissions and Registration Office by the official 60 percent point of the semester (**October 27**). Students who do not follow this procedure will not be officially withdrawn from the class and will receive a final grade for the class that takes into account all work completed with zero credit for work that is missed or not completed.

Student Responsibilities

If extenuating circumstances prevent you from attending a class, make arrangements with a classmate to go over the material you missed and get any assignments that might have been distributed. The responsibility for obtaining and completing all missed work is yours.

You should plan to spend several hours per week outside the classroom studying and/or working on assignments.

Interaction with the instructor and fellow students is an integral part of the learning process. I encourage you to help one another with the assignments and in the classroom, but you must personally use the keyboard or mouse for all keystrokes/mouse actions required to complete the work. All work submitted for grading must be your own.

In the Classroom

Food, drinks, and children are not allowed in the college’s computer classrooms or labs.

Turn off all wireless phones and beepers during class time, unless you have notified me that you need to be available to receive an emergency call.

Please inform me prior to the start of a class if you will have to leave early.

Do feel free to ask questions in class. If you are confused, it is likely that some of your classmates are, also. *If necessary, make an appointment to meet with me outside of class time for student advising or extra help with your course work.* Times that I am available for student advising will be shown on my work schedule, posted beside my office door.

Other Policies

Familiarize yourself with other policies by reading the **Standard DTCC Policies** **handout**.

Computer Lab

The computer lab is in room 1303 in the Wynn Center. Hours are 9:00 am to 8:00 pm, Monday – Thursday, 9:00 am to 2:00 pm on Friday, and 10:00 am to 2:00 pm on Saturday. Office 2007 is installed. You must show your Durham Tech ID card to use the lab.

Course Calendar

Date	Class Activity	Concepts	Access	Hand in
08/19	Course Orientation, Introduction to Access			
08/21	Designing and Creating a Database	Chapter 1		
08/26	Designing and Creating a Database, cont'd.	Ch. 1		
08/28	Designing and Creating a Database, cont'd.	Ch. 1		EXERCISE 1
09/02	1) Quiz – Concepts Chapter 1 2) Download Data Files 3) Creating a Database	Ch. 1	Session 1.1	Bring flash drive to class
09/04	Complete Access Tutorial 1 and Review Assignments	Ch. 2 (30-33)	Session 1.2 & RA	EXERCISE 2
09/09	Building a Database and Defining Table Relationships	Ch. 2 (30-33)	Session 2.1	
09/11	Complete Access Tutorial 2 and Review Assignments	Ch. 2 (30-33)	Session 2.2 & RA	EXERCISE 3
09/16	Introduction to Database Queries	Ch. 2 (30-33)		
09/18	Maintaining and Querying a Database	Ch. 2 (34-51)	Session 3.1	EXERCISE 4
09/23	Complete Access Tutorial 3 and Review Assignments	Ch. 2 (34-51)	Session 3.2 & RA	
09/25	1) Quiz – Concepts Chapter 2 2) Introduction to SQL	Ch. 2 (30-51) Ch. 3		
09/30	SQL, cont'd.	Ch. 3		EXERCISE 5
10/02	Complete Concepts Chapter 3	Ch. 3		
10/07	1) Quiz – Concepts Chapter 3 2) Creating Forms and Reports	Ch. 3	Session 4.1	
10/09	Complete Access Tutorial 4 and Review Assignments	Ch. 4	Session 4.2 & RA	EXERCISE 6
10/21	Introduction to Advanced Queries	Ch. 4		
10/23	Creating Advanced Queries	Ch. 4	Session 5.1	EXERCISE 7
10/27	Advanced Queries, cont'd.	Ch. 4	Session 5.2	
10/28	Enhancing Table Design	Ch. 4	Session 5.3	
10/30	Complete Access Tutorial 5 and Review Assignments	Ch. 4	Session 5.3 & RA	
11/04	Quiz – Concepts Chapter 4	Ch. 4		
11/06	Introduction to Custom Forms	Ch. 5		EXERCISE 8
11/11	Using Form Tools	Ch. 5	Session 6.1	
11/13	Creating Custom Forms	Ch. 5	Session 6.2	
11/18	Custom Forms, cont'd.	Ch. 5	Session 6.3	
11/20	Complete Access Tutorial 6 and Review Assignments	Ch. 5	Session 6.3 & RA	
11/25	Quiz – Concepts Chapter 5	Ch. 5		
12/02	Introduction to Custom Reports			EXERCISE 9
12/04	Creating Custom Reports		Session 7.1	
12/09	Custom Reports, cont'd.		Session 7.2 & 7.3	
12/11	Complete Access Tutorial 7 and Review Assignments		Session 7.3 & RA	
12/16	Complete Exercise 10			EXERCISE 10