

SYLLABUS – CIS 250 Database Theory and Design

Instructor: Nancy Lashbrook
E-mail: Use Inbox on eLearning site (Canvas)
Best way to contact instructor: Post on Canvas
Class Meets: Tuesday & Thursday, 2:50-5:30 PM

Quarter: Fall 2017
Section: A, 2258
Class Location: [SNH-0124](#)
Class Credits: 5

COURSE DESCRIPTION

Designed to recognize data as a business resource. Database models are discussed from both a developer's and a user's viewpoint. Topics include: Conceptual and logical models, and data normalization through case studies. Prerequisite: 20-credits toward an ATA degree or certificate or CIS 116, or equivalent experience.

REQUIRED TEXTBOOK – Edmonds CC Bookstore: www.edcc.edu/bookstore

- ❑ Database Design for Mere Mortals, 3rd Edition, by Michael J. Hernandez, Addison-Wesley, Copyright © 2013, ISBN: 978-0-321-88449-7 (ISBN may differ at the bookstore)
- ❑ Database Concepts, 8th Edition, by David M. Kroenke, Prentice Hall, Copyright © 2017, ISBN: 978-0-134-60153-3 (ISBN may differ at the bookstore)

REQUIRED MATERIALS

- ❑ Thumb or Flash drive
- ❑ Microsoft Office 2016 – Must have MS-Word, MS-Excel, MS-PowerPoint, MS-Access
- ❑ Microsoft Visio 2016 – MS-Visio can be obtained thru the Microsoft Imagine program. Email carol.tompkins@email.edcc.edu to request account setup or renewal to the MS-Imagine system – Carol will need a copy of your schedule. If you have an account from a previous quarter, it must be renewed during the 1st week of this quarter.
- ❑ MySQL Workbench – free from <http://www.mysql.com/products/workbench>
- ❑ Access to a computer – Computers are available in a wide variety of locations across campus. The campus also has a wireless network available for students.
 - Academic Computer Services (ACS) at <http://students.edcc.edu/acs/facilities.html> for a complete list of locations and resources.
 - START at www.edcc.edu/online/start for student technical assistance.

COURSE MODE

This is an in-person classroom course, although we will be utilizing the “Canvas” online eLearning classroom website.

CANVAS

This course has a managed online eLearning classroom called Canvas. Students can access the online classroom at <http://edcc.instructure.com/>. For more information about eLearning classes, visit www.edcc.edu/elearning. For student technical support, contact START at www.edcc.edu/online/start or 425-640-1101.

Successful completion in this class requires access to Canvas via an Internet browser. You are expected to login to the Canvas classroom at least 3 to 4 times per week. The Canvas classroom will act as a central repository of course assignments, quizzes, and other material you will need during the course. You are responsible for checking this site regularly for announcements and other information. Do not rely on the Canvas notification system.

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COURSE-LEVEL LEARNING OBJECTIVES (CLOs)

Upon successful completion of CIS 250, students will be able to:

- ☐ Describe fundamental principles of database theory and design
- ☐ Research and analyze business data requirements
- ☐ Identify high-level business rules for data modeling
- ☐ Document high-level business rules for data modeling
- ☐ Create and refine conceptual and logical data models
- ☐ Validate conceptual and logical data models
- ☐ Select unique identifiers and normalize the data model
- ☐ Understand the role of SQL in the business and database contexts
- ☐ Recognize the basic components and issues of database application design

PROGRAM-LEVEL (Certificate and Degree) LEARNING OUTCOMES (PLOs)

CIS 250 is used to assess student achievement to use modeling methods to elicit and document business data requirements in partial fulfillment of the following degrees and certificates:

- ❖ CIS – Associate of Technical Arts Degree
- ❖ CIS – E-Business Associate of Technical Arts Degree
- ❖ CIS – Business Systems Analyst Advanced Certificate
- ❖ CIS – Database Certificate of Completion
- ❖ CIS – Requirements Analysis Certificate of Completion

ACTIVITIES TO ACHIEVE OUTCOMES

This is a 5-credit hour class. A rule-of-thumb for college classes is 2-hours per week of study for each credit hour, translating to 10-hours per week for a 5-credit class. This course involves a high level of independent thinking and problem solving. As a student, you can expect to do well in this class if you

- ☐ Regularly logon to Canvas to read announcements and review assignment documents
- ☐ Take responsibility for understanding what each assignment entails
- ☐ Read assigned textbook chapters and any supplemental materials provided
- ☐ Apply your knowledge and professional discipline by completing all assignments, quizzes, exams, individual and team projects on time per course schedule
- ☐ Assume an active role in your own learning process
- ☐ Invest the time and effort necessary to produce quality work
- ☐ Participate in class lectures, in-class activities, and team activities
- ☐ Independently learn necessary tools and seek out relevant resources
- ☐ Demonstrate a professional and courteous attitude in all class-related interactions
- ☐ Refrain from abusive language in Canvas postings and messages

PARTICIPATION POLICY

Students are expected to attend and participate in each class meeting. If you are unable to attend class or you need to leave class early, let the instructor know before the class. Otherwise, arrive on time and leave class when dismissed by the instructor. A portion of your class scoring will be based on your attendance and participation in the classroom discussions and activities. If you miss any portion of a class, it is YOUR responsibility to get the lecture or activity notes from one of your teammates.

ASSIGNMENTS

Both independent and team activities will be assigned. Assume that all assignments are independent assignments unless specified otherwise as a team assignment.

- ❖ Assignments are due **before 2:30pm on the assigned due date**, unless otherwise specified.
- ❖ Late Assignments will not be accepted more than one week after the original due date. **Late assignments will be marked down 50%.**

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GRADING

Your Course Percent Grade is calculated by dividing Total Points Earned by Total Points Available. Total Points include points from all assignments, project deliverables, practice quizzes, exams, in-class activities, and in-class participation. Assignments and deliverables are not weighted in this course.

Course Percent Grade to related Grade Point			Letter Grade to Grade Points
95% = 4.0	94% = 3.9	93% = 3.8	A = 4.0 – 3.8
92% = 3.7	91% = 3.6	90% = 3.5	A- = 3.7 – 3.5
89% = 3.4	88% = 3.3	87% = 3.2	B+ = 3.4 – 3.3
86% = 3.1	85% = 3.0	84% = 2.9	B = 3.2 – 2.8
83% = 2.8	82% = 2.7	81% = 2.6	B- = 2.7 – 2.5
80% = 2.5	79% = 2.4	78% = 2.3	C+ = 2.4 – 2.3
77% = 2.2	76% = 2.1	75% = 2.0	C = 2.2 – 2.0
74% = 1.9	73% = 1.8	72% = 1.7	C- = 1.9 – 1.5
71% = 1.6	70% = 1.5	67-69% = 1.4	D+ = 1.4 – 1.2
66% = 1.3	65% = 1.2	64% = 1.1	D = 1.1 – 1.0
62-63% = 1.0	40-61% = 0.5	0-39% = 0	F = 0.9 – 0.0

Points are earned based on ON-TIME submission of work as well as evaluation of accuracy, neatness, completeness, and effort shown to complete assignments according to instructions. Your instructor reserves the right to deduct participation points for activities or behaviors that detract from a productive classroom environment. Low grades received on any assignment cannot be revised and resubmitted.

INSTITUTIONAL WITHDRAWAL AND GRADING POLICIES

- ❖ Withdrawing from a class: <http://www.edcc.edu/es/withdrawal.html>
- ❖ V& I Grades: Academic Requirements under “Student Grades” at <http://catalog.edcc.edu>
- ❖ S, U, and N Grades: Academic Requirements under “Student Grades” at <http://catalog.edcc.edu>

STATEMENT ON ACADEMIC INTEGRITY

Edmonds CC students shall demonstrate Academic Integrity. I am expected to report all violations of **Academic Integrity (cheating and plagiarism) to the College. The College’s database of such incidents** will be monitored by the Office of the Vice President for Student Services. Data will be maintained for three years. Evidence of repeat incidents will result in additional action by the Office of the Vice President for Student Services as governed by the Student Code of Conduct. In this class, cheating and plagiarism are completely unacceptable and will be dealt with seriously and on an individual basis. For the complete policy, see <http://employees.edcc.edu/syllabus/plagiarism-overview.html>.

Discussing and assisting classmates with course topics is encouraged. However, no points will be awarded for activities and deliverables found to contain work directly copied from others.

STUDENT RIGHTS, FREEDOMS, AND RESPONSIBILITIES

Students are expected to conduct themselves in accordance with the [Student Rights, Freedoms, and Responsibilities Policy](#). The goal of this policy is to improve the way Edmonds CC educates students in the values of personal responsibility, consideration for others, and mutual respect in the presence of difference and disagreement. Everyone (students and faculty) is expected to engage in courteous discourse per this policy for all communications: verbal and non-verbal, electronic and written.

CLASSROOM CONDUCT

We all have an interest in our classroom being an effective, shared learning environment. To optimize our learning environment:

- ❖ Turn off all Smart/Cell phones and other devices that are not used for taking classroom notes.

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- ❖ Be on time. Classroom activities will start promptly when class begins at 6pm.
- ❖ Return Promptly from Classroom Breaks. Class activities will start promptly after breaks.
- ❖ Avoid Side Conversations; they are disruptive, disrespectful and will not be tolerated.
- ❖ Avoid Side Activities; they are distracting, disrespectful and will not be tolerated. This includes surfing the Internet and any other non-class related activities.

INSTRUCTOR'S ROLE

My role as the instructor is to assist you in your learning, and guide you through the course materials by

- ❖ Planning relevant learning activities to meet course objectives
- ❖ Clearly defining expectations and deliverables
- ❖ Adjusting the pace and schedule as needed to assure understanding
- ❖ Explaining difficult concepts in a manner that allows students to understand
- ❖ Giving you meaningful and timely feedback to help with your learning process
- ❖ Assign grades in a fair and consistent manner

I am available to meet with you outside of class upon arrangement. I will always communicate with you in a respectful manner.

SERVICES FOR STUDENTS WITH DISABILITIES: www.edcc.edu/ssd

If you require an accommodation for a disability, please contact Services for Students with Disabilities at MLT 159, 425-640-1320 or ssdmail@edcc.edu.

STUDENT SERVICES: <http://www.edcc.edu/students>

- ❖ Useful Student Resources: www.edcc.edu/students
- ❖ Academic Calendar: www.edcc.edu/calendar/academic.html
- ❖ Advising: www.edcc.edu/advising
- ❖ Center for Student Engagement and Leadership: www.edcc.edu/csel
- ❖ College Policies and Procedures: <http://catalog.edcc.edu>
- ❖ Counseling and Resource Center: www.edcc.edu/counseling
- ❖ Diversity Student Center: www.edcc.edu/dsc
- ❖ eLearning Information: www.edcc.edu/elearning
- ❖ Enrollment Services: www.edcc.edu/es
- ❖ Library, including online resources: www.edcc.edu/library
- ❖ Student Printing Information: students.edcc.edu/acs/printing
- ❖ Student Support Resources: www.edcc.edu/support
- ❖ TRIO: www.edcc.edu/trio
- ❖ Title IX and Gender Discrimination: <http://www.edcc.edu/titleix/what-is-titleix/definitions/gender-discrimination.html>

EMERGENCY PREPAREDNESS

The Triton Alert System (www.edcc.edu/alert/triton) will be used to send notifications regarding campus closures, emergency situations, or evacuation orders in the event of an emergency or inclement weather. EDCC students and employees are automatically enrolled to receive Triton Alerts through their college email addresses. You can sign up to receive text and voice messages on your mobile or home phones and/or additional email notifications to personal email addresses.

IMPORTANT DATES

For the last day to withdraw, final exam days, and registration openings for upcoming quarters, see www.edcc.edu/calendar/academic.html.

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DEPARTMENT CONTACT INFORMATION

Program Manager: Carol Tompkins, 425-640-1902, carol.tompkins@email.edcc.edu

Department Co-Chairs:

Steve Hailey shailey@email.edcc.edu

Bill Marshall bmarshall@email.edcc.edu

CIS DEGREE EXIT-PORTFOLIO REMINDER

If you are in any CIS 2-year degree program, you should keep at least 2-3 **“showcase” assignments** from at least 10 of your classes. This will allow you to complete satisfactorily your one-credit CIS 116 Exit Portfolio (Career Management) requirement during your last quarter. Some students complete CIS 280 to meet this requirement, but keep in mind that CIS 280 currently is not offered summer quarter.

COURSE CALENDAR

The detailed Course Calendar can be viewed in Canvas.

QUIZZES AND EXAMS

- ❖ Quizzes. Several in-class and online quizzes will be given throughout the quarter to test and reinforce knowledge obtained through class discussion, reading, and assignment. Once each quiz is closed, no time extension or make-up will be provided.
- ❖ Exams. There will be TWO (2) exams during the quarter. **NO MAKE-UP EXAMS WILL BE GIVEN.** Both exams will be taken in-class in SNH-124. **The Final Exam, given Tuesday, December 5 at 1:30-3:20. The Final Exam is mandatory and in-person.** www.edcc.edu/calendar/exams.html