Course Syllabus

MIS 3775 Sec 001- Database and Information Management

Fall Semester, 2018

3.0 Credit Hours

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Office Hours: MW 4:00 – 5:30 pm

Course Overview
This course is a broad survey of all major topics in the database field, from an applied perspective. The initial emphasis will be on the database development life cycle consisting of conceptual modeling (using ERD), logical data modeling (using relational model), physical design, and implementation and maintenance. The standard SQL as well as MS Access will be covered in this class. Supporting topics will include database administration, data dictionaries and catalogs, backup and recovery, database security, data warehousing and data mining.

Pre-Requisites/Co-Requisites:
MIS 3210 or equivalent.

Required Texts (and Related Materials):

Recommended Texts (and Related Materials):

Location of Course Materials:
All course materials (lectures, discussion topics, news, etc.) are located on the eCourseware website.
• Course Website & Structure

Some of course materials are available online on the following URL: eCourseware website (opens in new window) Course materials include, assignments, online practice quizzes, projects, grades, and related links. There are projects that require completion of applications relating to Access and an integrated team project. These components can be located by selecting —Content on the course web site. Assignments will be uploaded to the course dropbox.

Course Objectives:
• Provide a theoretical basis for database design, including study of data structures, data models, normalization and comparisons of object oriented and relational systems.
• Provide practical applications of database management systems, including programming applications using SQL and a relational database management system.
• Explore implications for database management systems for Internet and electronic commerce applications

Fogelman College: Learning Outcomes for Your Degree

This course will help you meet the overall learning objectives for the BBA degree offered by the Fogelman College:
• Graduates will be effective communicators.
• Graduates will demonstrate critical thinking skills.
• Graduates will be knowledgeable about ethical factors in the business environment.
• Graduates will be knowledgeable about the global business environment.
• Graduates will be proficient users of business presentation and analysis technology.
In this course, there will be learning activities that address all of these professional development objectives for you as a student in the Fogelman College.

Course Methodology
• Lectures and presentations
• Group Projects
• Reading and homework assignments
• Computer assignments using a data base management software package

Professor’s Expectations:
Students are expected to study all assigned chapters, participate in class activities, complete assigned class and homework projects, and complete an extensive project involving database design and programming using a relational database management software program. All assignments, projects, and tests must be completed by the assigned dates in order to be acceptable. Late assignment will be accepted with the penalty of 15% per calendar day. As a minimal effort, students are expected to attend class on a regular basis and to be alert during class. Failure to attend class on a regular basis, focus on class activities, or participate in class
activities may affect the final grade for the course. Excess absences (5 or more) for any reason during the semester may result in a lowered final grade for the course. Assignments and announcements will be posted to the web site, so students should check it on a regular basis.

**Student’s Expectations:**
In my role as your instructor, there are certain things you can expect from me including: well-organized and engaging learning experience, response to emails within two (2) business days (emails will not be checked during weekends), and feedback on all work submitted within 7-10 business days.

**Grading and Evaluation Criteria**
- Periodic Exams (3): 220 pts (two tests on concepts) and 50 pts (Access)
- Access hands-on Projects: 50pts (10*5 individual projects)
- Comprehensive Group Project: 60 pts
- Undetermined number of Homework Assignments (concepts): Max of 50 pts
- Class Participation: 10pts

**Total: Max of 440 pts**

10 points out of the total points will be determined by class participation based on qualitative criteria as determined by the instructor. Criteria will relate to the contribution of the student relative to class activities. Class attendance will be an integral component of the class participation grade.

Note: Services are available to assist students. Students needing academic counseling to improve overall grades may want to consult the counseling office in Wilder Tower.

**Final Course Grades**
- A ≥ 90%
- B ≥ 80%
- C ≥ 70%
- D ≥ 60%
- F < 60%

**Course Topics**
1. **Database Design Concepts**
   - Database Concepts and Corporate Resource
   - File Storage and Retrieval
   - Data Modeling
   - Database Management System Concept
   - Relational Database Model
• Logical Database Design
• Physical Database Design
• Relational Data Retrieval: SQL
• Object-Oriented Database Administration and Data Dictionaries
• Database Control Issues
• Client/Server Database and Distributed Databases
• The Data Warehouse and Data mining

2. Database Applications
• Principles of Relational Database Management Systems
• Creating a Database Using Design and Datasheet Views
• Browse Windows
• Modifying Records and Database Structure
• Retrieving Data with Queries
• Using SQL to Retrieve Data
• Maintaining a Database
• Designing Report Layouts
• Including Hyperlinks OLE Fields, and Subforms
• Sorting and Indexing
• Establishing Relationships for Window Views
• Creating Customized Forms, Reports, and Combo Boxes
• Building Custom Menu Screens Using Macros, Wizards, and Switchboard Manager

Schedule of Activities
The course schedule can be found in the course folder in eCourseware website (opens in new window).

Final Exam Schedule
Check the exact time and date based on our class meeting time from the university academic calendar posted on the university web site.

The final exam for this class will be scheduled according to the Registrar’s academic calendar website.

Course Policies
E-MAIL:
All students are required to maintain and access their University of Memphis (@memphis.edu) email account. You will receive all official course correspondence at this email account. Any inability to receive incoming mail in a timely fashion (e.g., not regularly checking your email, having a “full mailbox” condition, etc.) is the student’s responsibility.
**Attendance:**
You are expected to come to all the class sessions, stay active and engaged throughout the academic term and keep up with the schedule of activities. Your full engagement in the class begins on the first day of the semester and should be maintained until the last assignment is submitted. For students receiving federal student loans, any lack of engagement in the course may be treated as non-attendance and potentially impact access to student loans in the future.

**Adding/Dropping:**
If you have questions about adding or dropping classes, please refer to this page on the Registrar’s website.

**Academic Integrity:**
The University of Memphis has clear codes regarding cheating and classroom misconduct. If interested, you may refer to the Student Handbook section on academic misconduct for a discussion of these codes. Note that using a “Solutions Manual” is considered cheating.

Should your professor have evidence that using a “Solutions Manual” has occurred, he/she may take steps as described on the campus’ Office of Student Conduct website. If you have any questions about academic integrity or plagiarism, you are strongly encouraged to review the Fogelman College's Website on Academic Integrity.

**Participation:**
To be successful in this course as a student, you must come to all of the class sessions, stay active and involved throughout the entire semester. Students are expected participate in all interactive aspects of the course. You should also regularly communicate with the instructor as part of your overall learning experience, check into the course frequently for announcements.

**Classroom or Online Behavior:**
All participants in the course should be considerate of the other course participants and treat them (as well as their opinions) with respect. The class will operate under the assumption that any and all feedback offered is positive in nature and that the intentions of the person(s) providing feedback are strictly honorable. Insensitivity in this area will not be tolerated. If you have any questions about online communication, you should review the Fogelman College's Netiquette website.

**Late Assignments:**
Assignments and projects may be submitted anytime up to and including the date due. Please review all information in this syllabus and related “Course Activity Summary / Schedule” for all due dates for formally assessed work. If your work is not submitted on time, the instructor reserves the option to deduct up to 15% of the grade value per calendar day for tardiness depending upon the circumstances and appropriate communication between the student and the instructor.
Extra Credit:
There is no extra credit offered in this course. Your final grade will be computed based on your work on the formal/assessed activities previously described in this syllabus.

Reporting Illness or Absence:
Due dates and deadlines have been established for each graded assignment. In this course, deadlines are taken very seriously. Please do not wait until the last day to submit assignments or to take quizzes and exams. If an emergency should arise, it is the student’s responsibility to contact the instructor prior to the deadline to discuss the matter. A deadline extension will be considered only if all of the following conditions are met:

    (1) Extreme emergency and (2) Instructor contacted prior to the due date.

Inclement Weather:
In the event that inclement weather requires the cancellation of classes at The University of Memphis, local radio and television media will be immediately notified. Additionally, The University of Memphis has established an Inclement Weather Hotline at 678-0888 as well as TigerText, an emergency alert text messaging service to students, faculty and staff. This optional service is used in the event of an on-campus emergency, an unscheduled university closing, or a delay or cancellation of classes due to, for instance, inclement weather. Click Here for information on TigerText.

Syllabus Changes:
The instructor reserves the right to make changes as necessary to this syllabus. If changes are necessitated during the term of the course, the instructor will immediately notify students of such changes both by individual email communication and posting both notification and nature of change(s) on the course bulletin board.

Student Services
Please access the FCBE Student Services page for information about:

- Students with Disabilities
- Tutoring and other Academic Assistance
- Advising Services for Fogelman Students
- Technical Assistance