

Instructor

Dr. Xin (Shirley) Tian, Assistant Professor

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Office Phone: 470-578-5168

Office Location: J378B

Office Hours: Tuesday / Thursday 2:30pm-4:45pm or by appointment

Virtual Office Hours: as needed

Email and Classroom Response Times:

I will check my email at least once a day, not including weekends or holidays. During the week, I will respond to all emails within 24 hours. Over the weekend (starting Friday at 4 p.m.) I will respond to all emails within 48 hours. All assignments will be returned within 7 days unless otherwise indicated by the professor.

Course Description

This course will provide a practical foundation of database systems with emphasis on relational database design, implementation, and management. Topics include normalization, ERD, logical and physical design, SQL query, database applications, usage of XML in database, and data warehouse.

Course Objectives

By the end of this course, you should be able to:

1. Compare and contrast the basic database models;
2. Analyze, design, develop and implement a relational database system based on business requirements;
3. Create, modify and query databases using the SQL language;
4. Analyze the major aspects of database administration and compare and contrast issues of database security;
5. Describe XML and its use in database systems;
6. Conduct independent research on a subject related to the course material.

Required Textbook/Supporting Materials

There is NO required textbook for our course. All the material is in D2L including content, slides and various links.

Requirements

Online learning requires access to computer resources. Generally, basic standards include a computer (either a PC or a Mac) that is less than five years old, equipped with at least Microsoft Office 2007 (including Word, PowerPoint, and Excel) and recent versions of free media players (e.g. RealPlayer, Windows Media Player, QuickTime).

Your internet connection will also be important to your ability to access information. A basic dial-up connection will not be satisfactory. Faculty often use audio and video files that would take a very long time to download over slow internet connections. We highly recommend a high-speed internet connection for taking online courses.

You will also be using the Oracle Database product for this course. Please see the information about loading our VM (virtual machine) in D2L instructions.

Minimum Technical Skills

Online courses normally require participants to have average computer literacy. Students should be proficient with the basic functions of standard software packages (e.g., MS Word, MS Excel, MS PowerPoint, and Adobe Reader) and standard players (e.g., QuickTime, Windows Media Player). These programs will need to be accessible to students through home use or other computer access. A list of primers on many of these technologies is available at

https://apps.kennesaw.edu/portal/prod/app_uni_cdoc_publ/documents/

A working knowledge of the D2L learning management system is required for participation in online courses and face-to-face courses.

Grading

<u>Deliverable Item</u>	<u>Individual or Team</u>	<u>Weight in Grade</u>
3 Tests (found in the Assignments tab in D2L)	Individual	20% each; 60% of final grade
5 projects (found in the Assignments tab in D2L)	Individual	5% each; 25% of final grade
5 Discussions (found in the Discussions tab in D2L)	Individual	2% each; 10% of final grade
Research paper	Individual	5% of final grade
Total		100%

Final Grade Conversion of Point Average: A: (90%-100%), B: (80%-89%), C: (70%-79%), D: (60%-69%), F: (0%-59%)

***Detailed grading criteria are available in D2L for how Discussions and Projects will be graded. ***

Course Outline

Please see below for the due dates for all discussions, labs and tests for this course. You will also see the dates on our Home page with the Calendar.

Week	Module	Discussion	Lab	Test	Paper
1	1	Intro Disc			
2	2				
3	3		1		
4	4	Disc 2	2		
5	5			Test 1	
6	6	Disc 3			
7	7		3		
8	8	Disc 4			
9	9			Test 2	
10	10		4		
11	11	Disc 5			
12	12				
13	13		5		
14	14				Paper
15				Test 3	

Course Expectations

Expectations/Class Participation

Expectations/Class Participation: For this online class, you should expect to spend seven to eight hours each week on coursework. Logging in at least three times a week is minimally necessary to be productive and to interact with your peers. Keeping up with the weekly assignments and work and submitting them on time is necessary. My role will be one of facilitator for this interaction, so I will not be responding to every comment. However, I will be looking in frequently during the week. Discussion posts will be

graded primarily for **quality** and **timeliness**. Quality in the discussions is determined by your interpreting material, designing methods and approaches appropriate to IT, and making appropriate judgments for an IT professional; merely agreeing with or repeating material in your discussions is not quality. Timeliness involves posting early and posting often. Posting to the discussion forums at the last hour of the deadline does not give your classmates ample time to respond. The more effort exerted by all to complete readings, meet the due dates and participate in and contribute to the online discussions, the more meaningful and dynamic the learning experience for all. Assignments should be turned in using the Assignment tool by the due date and time listed in the Assignment tool and please convert to pdf format whenever that makes sense.

The successful students in my courses do the assignments and discover and mine information from them for their projects and case studies. Success also requires reading and doing external research more widely than the textbook. Thus, to be successful, one should work each week on that week's assignments, read, evaluate and use external resources and also keep contributing to and reading the discussions about each assignment. Do work on your exercise assignments individually. The information that you mine from them can and should be contributed to the group projects and case studies. Assignments and discussions that make a larger contribution to achieving a better outcome on the group project case study will receive a higher grade.

Communication Rules

In any classroom setting there are communication rules in place that encourage students to respect others and their opinions. In an online environment the do's and don'ts of online communication are referred to as **Netiquette**. As a student in this course you should:

- Be sensitive and reflective to what others are saying.
- **Avoid typing in all capitals** because it is difficult to read and is considered the electronic version of 'shouting'.
- Don't flame - These are outbursts of extreme emotion or opinion.
- Think before you hit the post (enter/reply) button. You can't take it back!
- Don't use offensive language.
- Use clear subject lines.
- Don't use abbreviations or acronyms unless the entire class knows them.
- Be forgiving. Anyone can make a mistake.
- Keep the dialog collegial and professional, humor is difficult to convey in an online environment.
- Always **assume good intent** and **respond accordingly**. If you are unsure of or annoyed by a message, wait 24 hours before responding.

Late Assignments

All assignments will be submitted in the D2L Assignment. All assignments will be submitted in D2L by the due dates. Please do not submit any work via email. All due dates for activities are in **Eastern Standard Time**. Late assignments will be accepted until the Assignment Tool closes for that assignment and for a discounted grade.

Student Responsibility

Distance learning requires more individual discipline than traditional classes, and requires that you have at least some control over your time and schedule. It is not easier or less time than face-to-face courses. During each week, students are expected to:

- Check D2L course website regularly;
- Follow the weekly study guide;
- Study the assigned material, such as content, links, PPT slides, etc.;
- Complete and submit assignments on time.

Tips for Effective Online Learning

For an online class, students can really enjoy the benefits of learning at your own pace and in whatever environment that you choose. Below are some tips for effective online learning:

- **Check the D2L course website regularly.** Always be aware of the current status of the course. It might be helpful to subscribe to the RSS feeds within the News Tool, sign up for text message alerts, or subscribe to your posts within the Discussion Tool. By taking advantage of the tools within the environment and the posted learning material, you can maintain an enhanced learning experience.
- **Work closely with your instructor.** If you have any questions, please contact me immediately. The best way to contact me is via email or text, and you will be guaranteed to have a reply within 12 hours.
- **Begin your work early.** If you can start a task early, don't start late. Assuming you spend the same amount of time completing the task, starting later will be much more stressful than starting early. Never wait until the last minute to begin an assignment! You'll have no turnaround time if you need help or something happens.

What is Plagiarism?

Plagiarism is defined as the practice of taking someone else's work or ideas and passing them off as one's own. If you are unaware or uncertain on how to properly cite a particular source, please do not neglect to add the citation—that is considered plagiarism.

If you have questions on how to cite your work, please contact me immediately! For more information, please refer to the "Plagiarism Policy" under the *Policies* section of this syllabus.

Turnitin

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Terms and Conditions of Use posted on the Turnitin.com site.

Help Resources

Contacts to get Help

Student Help Desk studenthelpdesk@kennesaw.edu or call 470.578.3555
 D2L FAQ's [click here](#)
 D2L Student User's Guide [click here](#)
 UITS Student Training Workshop Schedule [click here](#)

KSU Writing Center

The KSU Writing Center helps students in all majors improve their writing. Experienced, friendly writing assistants help with topic development, revision, research, documentation, grammar, and more. For additional information or to make an appointment, visit writingcenter.kennesaw.edu or stop by English Building, Room 242 (Kennesaw campus) or Johnson Library, Room 121 (Marietta campus).



MSIT New Curriculum and IT Graduate Student Lounge

MSIT New Curriculum: <http://ccse.kennesaw.edu/it/programs/msit.php>
 IT Graduate Student Lounge: <https://kennesaw.view.usg.edu/d2l/home/1484327>

Additional Resources

Remote access to Library Resources: <http://library.kennesaw.edu/>
 Student Support:
http://learnonline.kennesaw.edu/resources/student_support_resources.php
 Tutoring and Academic Support:
http://learnonline.kennesaw.edu/resources/tutoring_academic_support.php
 Advising: <http://learnonline.kennesaw.edu/resources/advising.php>
 Bookstore: <http://bookstore.kennesaw.edu/home.aspx>

University Policies

Academic Honesty

Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Section II of the Student Code of Conduct addresses the University's policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to University materials, misrepresentation/ falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through the established procedures of the University Judiciary Program, which includes either an "informal" resolution by a faculty member, resulting in a grade adjustment, or a formal hearing procedure, which may subject a student to the Code of Conduct's minimum one semester suspension requirement.

Plagiarism Policy

No student shall receive, attempt to receive, knowingly give or attempt to give unauthorized assistance in the preparation of any work required to be submitted for credit as part of a course (including examinations, laboratory reports, essays, themes, term papers, etc.). When direct quotations are used, they should be indicated, and when the ideas, theories, data, figures, graphs, programs, electronic based information or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged.

Disability Statement

Kennesaw State University provides program accessibility and reasonable accommodations for persons defined as disabled under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Kennesaw State University does not deny admission or subject to discrimination in admission any qualified disabled student.

A number of services are available to help students with disabilities with their academic work. In order to make arrangements for special services, students must visit the Office for Student Disability Services and make an appointment to arrange an individual assistance plan. In most cases, certification of disability is required.

Special services are based on

- medical and/or psychological certification of disability,
- eligibility for services by outside agencies, and
- ability to complete tasks required in courses.

ADA Position Statement

Kennesaw State University, a member of the University System of Georgia, does not discriminate on the basis of race, color, religion, age, sex, national origin or disability in employment or provision of services. Kennesaw State University does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities.

The Americans with Disabilities Act (ADA), Public Law 101-336, gives civil rights protections to individuals with disabilities. This statute guarantees equal opportunity for this protected group in the areas of public accommodations, employment, transportation, state and local government services and telecommunications.

The following individuals have been designated by the President of the University to provide assistance and ensure compliance with the ADA. Should you require assistance or have further questions about the ADA, please contact:

- ADA Compliance Officer for Students
470-578-6443
- ADA Compliance Officer for Facilities
470-578-6224
- ADA Compliance Officer for Employees
470-578-6030

For more information, go to: http://www.kennesaw.edu/stu_dev/dsss.