Description: ITEN 4303 – Database Development and Application – a three credit hour course centering on the development of a database and applying the developed database to an industrial application.

Handbook of Construction Contracting (Vol 1, 9th printing), by J. P. Jones, Craftsman Book Company 2004

Purpose and Objectives: The purpose of this course is to develop fundamental knowledge of elements of a relational database, how to develop, build and apply a relational database to an industrial situation.

Student Learning Objectives of this course include:
• developing an understanding of terms and concepts of a relational database
• developing an understanding of starting and building a relational database
• applying the skills of developing a database applied to an industrial application
• apply database techniques in modifying an existing database with dynamic data

Student Learning Outcomes:
• The student will demonstrate an understanding of databases by developing a database.
• The student will demonstrate an understanding of applying the database by populating the database with data from an industrial application.

The Industrial Technology Department does not guarantee that each student will acquire each student learning outcome.

Grading Procedure:
Criteria:
1. Homework and classwork 40%
2. Quizzes 10%
3. Exams 30%
4. Final 20%

Assignments will be graded using the following reference criteria: workmanship, accuracy, and neatness.

A = 90-100%,    B = 80-89.95%    C = 70-79.95%    D = 60-69.95%    F = 59.95% and below.
Format for reports and homework: Each homework assignment/report will be arranged in such a way that the reader can easily examine the contents. Any materials (including homework) that are hard to read or require special handling to get at will not be graded. The cover page for reports must contain the following: The quality of the presentation will influence the grade received.

1. Assignment Title
2. Your Name
3. Your ID Number
4. Course Name and Number
5. The Date turned in
6. Instructor’s name

Homework first page must contain the following: 1) ID, 2) Your Name, 3) Date due, 4) Date turned in, 5) Assignment Title or Type

Each homework page following the first page must have your ID and Name, all pages in an assignment must be stapled in order.

Policy for attendance, excused absences, make-up exams, late assignments, early final:

Course Policies: Content for examinations/quizzes may be taken from lectures, demonstrations, reading assignments / homework, laboratory exercises and audio-visual materials, i.e. films, slides, overheads, and board work, etc. Exams may be comprehensive.

Make up work:
Make up examinations are the student’s responsibility. No excuses will be accepted after the exam is given. The instructor must be notified prior to the scheduled exam. If not, the student forfeits his/her right to take the exam. Quizzes will not be made up unless the instructor has received a prior acceptable excuse for an absence.

Attendance: Attendance is mandatory and will be taken at least once every scheduled class and laboratory period. No make-ups unless it qualifies for one of the following categories: 1. On an organized university trip, 2) Out due to personal Illness or death in immediate family (mother, father, brother, sister, spouse, or child). Each one of these will require either a doctor’s statement or a signed statement from the individual in charge of the trip.

Early finals: Graduating seniors who need to schedule an early final should inform the instructor early in the semester.

Absences and tardies:
Missed work: A student will miss in class work by being absent or tardy. It is the students responsibility to find out what they have missed before the next class period from other students or from the instructor.
A student may lose a letter grade in the course each time s/he is absent 3 times. Any student entering the classroom 1 second after the scheduled starting time will be considered late and should wait until a class break before asking for missed handouts so as not to interrupt the class. If you miss signing the attendance sheet due to being late it is the students responsibility to sign the attendance sheet at the first class break or at the end of class which ever comes first. It is the students responsibility to ask the instructor or another student what they missed before the next class.

Turn off cell phones before entering the classroom! They disturb the class and you may be asked to leave for the day.

Late work:
All work not turned in on time may have an automatic reduction in value to 50% of its full value. Work that is not turned in by the next class may not be accepted. Exceptions to this will be as per University Policy concerning absences from class. If you know an assignment will be late for a valid reason, inform your instructor in advance to avoid unnecessary penalty. Always maintain contact with your instructor.

Disability statement:
Students with disabilities, including learning disabilities, who wish to request accommodations in class, should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

Academic misconduct:
Each student is expected to do his/her own work. Cases of dishonesty will be handled as per university regulation. It will be the policy in this course to recommend that the offender be dismissed from the university. Students can help each other in many cases without violating either the spirit or intent of the regulation. When work is handed in it should be the culmination of your creative effort and not that done by or copied from someone else. You are expected to practice academic honesty in every aspect of this course. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.
Forms of academic dishonesty:
1) Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2) Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3) Fabrication: use of invented information or falsified research.
4) Plagiarism: unacknowledged quotation and/or paraphrase of someone else’s words, ideas, or data as one’s own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one’s own work also constitutes plagiarism.

Discrimination:
The policy of this department is to make your college experience as pleasant as possible. However, if at any time you feel that you are being discriminated against, belittled, or not treated appropriately, please notify the instructor either anonymously or in-person immediately after class. It is not the intention of any of the faculty in this department to make your college experience an unpleasant one. Remember, the first step in the process is to inform the instructor so s/he can be made aware of the problem and take corrective action. If the problem continues to persist, please inform the chair of the department. The dean can then be notified if the problem continues to exist after a few days. A grievance can then be filed in the Office of Student Services if there has still been no change in the instructor’s behavior. It should be noted that filing a grievance is a serious act and should not be done so just because you received a bad grade on an exam or in the course. Communication is an effective tool to solve problems and is rarely used enough. Most people are not deliberately trying to upset you, they are just not aware of your vantage point.

Cell Phones:
Cell phones are to be seen, not heard. Make sure you turn off your cell phone during class or turn it to the vibrator mode. A ringing cell phone is a distraction and is inappropriate for the classroom. Allowing your cell phone to ring and then answering is very rude. It is not considerate to your fellow classmates who have paid for the course. Please be considerate and make sure your cell phone is turned off during any of your classes. Students may be asked to leave for the day if this behavior persists. All cell phones must be turned off and out of sight during exams and quizzes.

Nonacademic misconduct:
The university respects the rights of instructors to teach and students to learn. Maintenance of these right requires campus conditions that do not impede their exercise. Campus behavior that interferes with either.
1) The instructor’s ability to conduct the class
2) The inability of other students to profit from the instructional program, or
3) Campus behavior that interferes with the rights of others will not be tolerated.
An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

Talking and offensive language and conduct:
While the instructor is talking, it is understood that no one should be talking. Students talking in class prevent other students from hearing the instructor and learning the material that is required to pass the course. It should be noted, that students who have been granted permission to talk by the instructor should not be interrupted as well. Students who interrupt the class by talking may be asked to leave. If you are caught talking during a daily quiz or exam you may be given a zero. On the second offense, you can be asked to leave. Any type of offensive language will not be tolerated in the classroom or laboratory. How you speak to your friends outside the classroom is your business, however, when you are in the classroom you must follow the Texas A&M System rules of conduct. You will be asked to leave if your language or conduct is offensive.

Sexual misconduct:
Sexual harassment of students/employers at Texas A&M University-Kingsville is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

Distractions:
Students should be considerate of other students. Anything that distracts from a proper learning environment will not be tolerated and is at instructor discretion. This includes drugs, alcohol, weapons, radios, cell phones, children, pets, offensive clothing, video games, excessive perfumes/colognes, coming to class in need of a bath, sleeping in class, etc..

Computer use: Class room computers will be used only for doing assigned class work. No music playing, no video games, no surfing the internet, and no visiting restricted sites will be allowed.
ITEM 4303 DATABASE APPLICATION

This list is an approximate schedule of learning activities and the instructor may vary the order and content presented.

Course Content: The outline below identifies the topics and major activities.

- Syllabus, Computer Lab Procedures, Course/Database Introduction
- Start/exit access, Database Parts, Open/search a database
- Create Tables, Open a Table, Change Column Width,
  Rename/Rearrange Fields, Add/delete Fields, Delete a Table
- Edit Tables, Select/Edit Data, Cells, Move/Copy Data, Add/Delete Records,
  Hide/Freeze a Field
- Design Tables, Add/Delete/Rearrange Fields, Add a Validation Rule
  Create a Look Up Column, Create a Yes/No Field
- Establish Relationships, Set the Primary Key
  Create Forms, Open a Form, Edit Data, Add/Delete Records
  Rename a form, Delete a Form, Design Forms, Add a Field/Label
- Find Data, Sort Records/Find Data/Replace Data, Filter by Selection
  Filter by Input/Exclusion/Form
- Create Queries, Open a Query, Rearrange/Add/Delete/Hide Fields
  Rename/Delete a Query
- Create Reports, Open/Rename/Delete a Report
  Change the View of a Report
- Printing, Change Print Page Setup, Print Information, Print Preview
- Evaluate an Industrial Application
- Use an Industrial Application to develop a database for both inventory and
dynamic consumer application
- Prepare Final Database Report, Review for Final