



**SYLLABUS  
Fall 2019**

**Course: CIT 452 Advanced Database Administration I  
Faculty: David L. Frazier**

***Course Catalog Description***

This course focuses on administering the enterprise database system. Emphasizes implementation and administration issues associated with large-scale database systems.

***Topics and Objectives***

<b>Upon completion of this course, the student shall be able to:</b>	<b>How the student will develop outcomes</b>	<b>How the student will be assessed the learning on these learning outcomes</b>
Identify DBMS functions	Readings, discussions, research	Discussions, quizzes, and labs
Develop business rules for database systems	Readings, discussions, research	Discussions, quizzes, and labs
Translate business rules into database components	Readings, discussions, research	Discussions, quizzes, and labs
Explain the use of a data dictionary	Readings, discussions, research	Discussions, quizzes, and labs
Develop integrity rules	Readings, discussions, research	Discussions, quizzes, and labs
Explain issues associated with data redundancy	Readings, discussions, research	Discussions, quizzes, and labs
Create ERD diagrams based upon business rules	Readings, discussions, research	Discussions and labs
Convert a table to 3NF	Readings, discussions, research	labs
Explain how transaction logs are used	Readings and discussions	Discussions and labs
Explain the database life cycle	Readings and discussions	Discussions and labs
Demonstrate query optimization	Readings and discussions	Discussions, quizzes, and labs

<b>Upon completion of this course, the student shall be able to:</b>	<b>How the student will develop outcomes</b>	<b>How the student will be assessed the learning on these learning outcomes</b>
Identify the levels of data distribution	Readings and discussions	Discussions, quizzes, and labs
Explain Business Architecture	Readings and discussions	Discussions, quizzes, and labs

### ***Welcome!***

Welcome to CIT 452 – Advanced Database Administration II! My name is David Frazier and I look forward to working with you this semester. Please make sure you contact me if you have any questions.

### ***Class Location/Times***

This class is delivered using the online format. Students must access to a reliable Internet connection. The class is available at the following website:  
<https://blackboard.wku.edu>.

### ***Required Material(s)***

Textbook:

Database Systems: Design, Implementation, & Management, 11th Edition

Carlos Coronel | Steven Morris

ISBN-13: 9781285196145

### ***Instructor Information***

Name: David Frazier

Email: david.frazier@wku.edu

Email is the best method of contact. I usually respond in less than 24 hours except on weekends. Please don't wait until the weekend. Also, when e-mailing, please put the course name in the subject line. If you try to contact me late on Friday, you will likely not get a response until late Sunday or Monday.

### ***Assignments & Point Values***

Your grade for this course will be determined according to the following scheme:

<b>Activities</b>	<b>Number</b>	<b>Value</b>	<b>Points Possible</b>
Labs	6	4	24
Discussions	7	3	21
Quizzes	6	5	30
Final	1	25	25
<b>Total Points Available</b>			<b>100</b>

The grading scale that will be used is:

- A = 90 – 100 points
- B = 80 – 89 points
- C = 70 – 79 points
- D = 60 – 69 points
- F = 0 – 59 points (or cheating)

Please see the Course Master Schedule in the Start Here section of Blackboard for more details.

Please be sure to review your grades right away; corrections will not be made more than seven days after the initial grade is posted.

### ***Academic Dates***

To determine important academic dates such as the last day to drop with a W, or the final exam schedule, please see [http://www.wku.edu/registrar/academic\\_calendars/](http://www.wku.edu/registrar/academic_calendars/)

### ***Activities***

There are four major activities in this course. A brief explanation of each activity is as follows:

- Labs– You will complete practical database assignments using a various DBMS tools. These labs are distributed over the length of the course.
- Quizzes – You will complete quizzes on the assigned reading material.
- Class Discussions – You will complete discussion assignments dealing with various issues concerning DBMS.
- Final Exam – The proctored final exam will be comprehensive and administered as scheduled by the university.

### ***Final Exams***

All CIT exams must be proctored. While you may be able to use the proctor of your choice at the location of your choice, you must register with the WKU testing center in order to have your proctor approved (see <http://www.wku.edu/testing/> for more details). Note that you must pre-register with the testing center before taking the exam, which is usually no less than 10-days prior. I highly suggest that you register early. Final exams must be taken during final exam week. You may choose Monday through Wednesday during finals week to take the exam.

As the final exam is an assessment and not a learning activity, correct answers are not provided. However, if you wish to review your exam, it will made available to you. However, as with other on-campus final exams, you must know that student review can only be accomplished on-campus (Bowling Green), in a proctored environment, during a

full term (fall and spring) following that of the exam's administration. This step is necessary to protect the integrity of the exam.

Also, since the final exam is an assessment, your score will likely be lower than you have previously experienced with the learning activities. Therefore, after completing the exam, your overall average will likely go down, not up. This means you need to be sure and complete all of the learning activities as assigned in order to have a very high average before taking the final.

### ***Attendance Policy***

Because this is an online course there is no classroom attendance requirement. However, I strongly encourage you to remain actively involved in this course. Some suggestions for doing this are: 1) check your WKU email and Blackboard regularly for course announcements and information; 2) stay abreast of all due dates as they are added to the course schedule on Blackboard; 3) contribute regularly and effectively to the online discussions; 4) complete all work on time and to the very best of your ability.

For all discussion responses, you will be graded on four characteristics:

- **Timeliness** - For full points, you must contribute to the discussion four out of seven days
- **Style/Mechanics** - For full points, postings must be free of grammar issues, and follow APA Style
- **Comprehension** - For full points, postings must reflect comprehension of the topic(s)
- **References** - For full points, postings must be supported with the text or other scholarly sources

### ***Instructor Feedback***

I tend to grade on Mondays following the weekly due dates. I will send out feedback and grades each week on Monday nights. The amount of feedback you receive is directly related to your grade. High grades receive little comment while lower grades have more feedback. If you have questions concerning your grades/comments please contact as soon as possible.

You will have one week from the time/date of receiving a grade/comment to inform me of any issues. After that time the grade will for not be altered.

### ***Incompletes***

All incomplete requests must follow school guidelines. See the University catalog.

### ***Extra Credit***

There is no extra credit or make-up work as the class assignments reflect what is required for successful completion of this course.

### **Academic Standards**

I expect all students to support the same respect for individuals, commitment to issue and problem resolution, and open communication and feedback as in any learning environment.

Specifically, all students are expected to:

- Accept responsibility and accountability for all use actions and content posted to any online classroom, public meeting or personal inbox (email).
- Maintain the same ethical standards expected in a collaborative, academic environment.
- Demonstrate respect for all faculty, students, and staff regardless of age, race, gender, religion, national origin, veteran's status, disability, or sexual orientation.

In the online environment, the following will not be tolerated:

- Harmful, threatening, libelous, or abusive content
- Profanity of any kind
- Copyright infringement or violation of patent, trademark, proprietary information, or confidentiality agreements
- Misrepresentation of identity through alteration of inbox (email) names
- Posting unsolicited advertisements to public meetings or private inboxes (no spamming)
- Transferring computer viruses, intentionally or unintentionally, or other code that disrupts or interferes with other users' use of the online environment or personal computers, systems, or networks.

### **Honesty**

A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that do not represent the student's original words or ideas, then the student must cite all relevant sources. The student should also make it clear the extent to which such sources are used.

Words or ideas that require citation include, but are not limited to, all hardcopy or electronic publications, whether copyrighted or not, and all verbal or visual communication when the content of such communication clearly originates from an identifiable source.

All submissions to any public meeting or private mailbox fall within the scope of words and ideas that require citations if used by someone other than the original author.

Academic dishonesty in an Online learning environment could involve the following:

- Having a tutor or friend complete a portion of your assignments
- Having a reviewer make extensive revisions to an assignment
- Copying work submitted by another student to a public class meeting
- Using information from on-line information services without proper citation

Any of these practices could result in charges of academic dishonesty. Sanctions range from failing assignment or class grades to expulsion.

I consider academic honesty a very serious issue. I have, and will fail students that I discover are not adhering to the above guidelines.

### ***Class Navigation***

Go to <http://blackboard.wku.edu> and follow the login instructions (usually available by the first day of class). This site will be the primary means for quizzes, grades, announcements, exam and homework scores, reading materials, discussions, and other supplemental course information that you will need. Please be sure and check this site regularly.

### ***Computer Access***

This class requires each student to make use of several software packages, various other software tools and the Internet. All required resources are available either in the general Student Computer Labs across campus, on WKU Extended campuses, and typically, at public libraries. Lack of hardware, software and Internet connectivity at home to complete any assignment is not an acceptable reason for not completing work. You may work from any location you prefer (home, work, etc...), but you will need access to MS Office software.

### ***Technology Issues***

School servers are unavailable from time-to-time. Accordingly, I will accept e-mailed assignments to my personal mailbox for time-stamping purposes only. However, once Blackboard is available to you, in order to receive a grade, the assignment must be posted to the appropriate submission area.

Also, from time to time the Blackboard system will lock-up during a quiz or exam. If this happens, please contact me as soon as possible. I can only reset the exam, which means you will have to take it over (this includes final exams). If you wait until the last minute to take an exam, you may not be able to reset due to time limitations.

For comments/complaints about technology issues (for example, Blackboard exam problems), please contact the Office of the Chief Information Technology Officer (270-745-2243).

### ***Late Assignments***

Due to the nature of this course and based upon my teaching experience, it is critical that you are timely in submitting the assignments. Since all assignments are made available before they are due, no late work will be accepted for any reason. Again, no late work will be accepted for any reason. Please do not wait until the last minute to do your assignments; no late work will be accepted for any reason.

### ***Cancellations***

If you are dropped for any reason (lack of payment, etc.), your access to Blackboard may be terminated. In this event you will **NOT** be permitted to make up on-line course assignments/activities during the time you lost access to Blackboard.

### ***Student Disability Services***

In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services in Downing University Center A-200. The OFSDS telephone number is (270)745-5004; TTY is (270)745-3030. Per university policy, please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

### ***Grievance Process***

if you are unhappy with any aspect of the course, please contact me via email with a detailed explanation of the problem. I will do my best to help resolve the issue. If you are still unsatisfied, please contact the program coordinator, Dr. Mark Revels, at [mark.revels@wku.edu](mailto:mark.revels@wku.edu).

### ***Schedule Exceptions***

I will not approve any schedule exceptions.