



THE UNIVERSITY OF WINNIPEG

APPLIED COMPUTER SCIENCE

Course Number: ACS-2814-052, 074L, 075L
Course Name: Application of Database Systems
Course Webpage: <https://nexus.uwinnipeg.ca/d2l/login>

Instructor Information

Instructor: Leo H. Li
E-mail: l.li@uwinnipeg.ca
Office Hours: Tuesdays 12:00-1:00 PM online via Zoom
**Zoom meeting information will be available on Nexus*

Class meeting time: Tuesdays 6:00-9:00 PM 2D12

Lab time: 074L Mondays 4:00-5:15 PM 3D03
075L Tuesdays 4:00-5:15 PM 3D03

Important Dates

1. First Class: Tuesday, January 10, 2023
2. First Lab: 074L Monday, January 16, 2023
075L Tuesday, January 17, 2023
3. Reading Week (no classes): February 19-25, 2023
4. Midterm Test: Tuesday, February 14, 2023
5. Final Withdrawal Date w/o academic penalty*: Tuesday, March 14, 2023
6. Last Class: Tuesday, April 4, 2023
7. Last Lab: 074L Monday, April 3, 2023
075L Tuesday, April 4, 2023
8. Final Exam (Comprehensive): TBD
9. University closures: Louis Riel Day Monday, February 20, 2023
Good Friday Friday, April 7, 2023

**A minimum of 20% of the work on which the final grade is based will be evaluated and available to the student before the voluntary withdrawal date.*

Course Objectives / Learning Outcomes

The course introduces relational databases including their use, design, development, and programming using Microsoft Access and various database design tools. Examples are taken from several different subject areas. Specifically, the course:

- Focuses on introductory issues of creating tables, indexes, relationships, forms, reports, queries, structured query language (SQL), and importing/exporting data.
- Introduces database design.
- Introduces normalization and de-normalization of databases.
- Emphasizes hands-on experience through classroom lectures, weekly labs/quizzes, and assignments.

Evaluation Criteria

1. Labs (5%)
 - Lab 1 – 8 weight 0.5% each; Lab 9 weight 1%.
 - Labs can take either a quiz or an assignment format. Regardless, all labs are to be completed and submitted via Nexus during the lab section for which you are registered.
 - No late lab submissions will be accepted.
2. Assignments (15%)
 - Three (3) assignments, worth 5% each
 - Due dates will be posted on Nexus.
 - Late submissions will be deduct as below:
 - 0-24 hours 15%
 - (>24)-48 hours 30%
 - (>48)-72 hours 45%
 - (>72) hours will not be accepted

Course tools:

The database management system used in the course is Microsoft Access. It is expected that students will use Microsoft Access for all labs and assignments.

Lab/assignment submissions:

All work is to be submitted electronically via Nexus. Some labs are set up as quizzes in Nexus. Database files must be in .accdb format, all written work must be in PDF format and diagrams must be in .jpg format. Further details and submission procedures will be stated in each lab/assignment.

**Students are responsible for backing up and protecting their lab and assignment work.*

3. Midterm Tests (25%)
 - During the regular class times (see Important Dates)
4. Final Exam (55%)
 - Cumulative

Students should contact the instructor as soon as possible if extenuating circumstances require missing a lab, assignment, test, or examination. A medical certificate from a practicing physician may be required before any adjustments are considered.

Test / Exam Requirements

- Photo ID is required for the final exam.
- The use of computers, calculators, phones or other electronic devices is not permitted during exams.
- Midterm and final exams are closed book.

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential.
<https://www.uwinnipeg.ca/accessibility-services>.

Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work examinations without penalty. A list of religious holidays can be found in the 2022-23 Undergraduate Academic Calendar online at <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

Final Letter Grade Assignment

Historically, numerical percentages have been converted to letter grades using the following scale. However, instructors can deviate from these values based on the pedagogical nuances of a particular class, and final grades are subject to approval by the Department Review Committee.

A+	90 – 100%	B+	75 – 79%	C	60 – 64%
A	85 – 89 %	B	70 – 74%	D	50 – 59%
A-	80 – 84%	C+	65 – 69%	F	below 50%

Required Textbook / Reading List

- Ron McFadyen, Relational Databases and Microsoft Access 365, Version 4.0, University of Winnipeg, 2021.
 - Available at www.acs.uwinnipeg.ca/rmcfadyen/CreativeCommons
- Class Notes will be available on Nexus

Optional Textbook

- Mary Anne Poatsy, Eric Cameron, Jerri Williams, and Robert Grauer, *Exploring Microsoft Access 2019 Comprehensive*, Pearson, 2019

Prerequisite Information

- There are no prerequisites, however, there is a restriction that this course cannot be held with the former ACS-2914.
- ACS-2814L (lab) must be taken concurrently.

Student Wellness

The University of Winnipeg affirms the importance of student mental health and our commitment to providing accessible, culturally appropriate, and effective services for students. Students who are seeking mental health support are encouraged to reach out to the Wellness Centre at studentwellness@uwinnipeg.ca or 204.988.7611. For community-based mental health resources and supports, students are encouraged to dial 2-1-1. This program of United Way is available 24/7 in 150 languages.

Regulations, Policies, and Academic Integrity

Academic dishonesty is a very serious offense and will be dealt in accordance with the University's policies.

Avoiding Academic Misconduct: Students are encouraged to familiarize themselves with the Academic Regulations and Policies found in the University Academic Calendar at:

<https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>

Particular attention should be given to subsections 8 (Student Discipline), 9 (Senate Appeals) and 10 (Grade Appeals). Please note, in particular, the subsection of Student Discipline pertaining to plagiarism and other forms of cheating.

Detailed information can be found at the following:

- Academic Misconduct Policy and Procedures: <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf>
- UW Library video tutorial "Avoiding Plagiarism" <https://www.youtube.com/watch?v=UvFdxRU9a8g>

Uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) involves "aiding and abetting" plagiarism. Students who do this can be charged with Academic Misconduct.

Non-academic misconduct. Students are expected to conduct themselves in a respectful manner on campus and in the learning environment irrespective of platform being used. Behaviour, communication, or acts that are inconsistent with a number of UW policies could be considered “non-academic” misconduct. More detailed information can be found here:

- Respectful Working and Learning Environment Policy
<https://www.uwinnipeg.ca/respect/respect-policy.html>,
- Acceptable Use of Information Technology Policy
<https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf>
- Non-Academic Misconduct Policy and Procedures: <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>.

Copyright and Intellectual Property. Course materials are the property of the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides—irrespective of format. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor/presenter before, for example, photographing, recording, or taking screenshots of slides, presentations, lectures, and notes on the board. Students found to be in violation of an instructor’s intellectual property rights could face serious consequences pursuant to the Academic Misconduct or Non-Academic Misconduct Policy; such consequences could possibly involve legal sanction under the Copyright Policy

https://copyright.uwinnipeg.ca/docs/copyright_policy_2017.pdf

Privacy

Students have rights in relation of the collecting of personal data the University of Winnipeg:

<https://www.uwinnipeg.ca/privacy/admissions-privacy-notice.html>.

Email Communication

Emails from accounts at uwinnipeg.ca are usually not filtered by the U of W email filter. Thereby it is strongly recommended that electronic communication is done using your U of W email account to minimize the risk of filtering.

When emailing the instructor, you must include your full name, your student number, and the course number (with section) in the subject line or body of your email. You are to use the U of W Webmail system, i.e. *webmail.uwinnipeg.ca* to communicate with the instructor. **Do not** use the Nexus email system, i.e. *mail.nexus.uwinnipeg.ca*, Nexus mailbox is not monitored regularly.

Class Cancellation, Correspondence with Students and Withdrawing from Course

When it is necessary to cancel a class due to exceptional circumstances, the course instructor will make every effort to inform students via uwinnipeg email and Nexus.

Students are reminded that they have a responsibility to regularly check their uwinnipeg e-mail addresses to ensure timely receipt of correspondence from the University and/or the course instructor.

Please let the course instructor know if you plan on withdrawing from the course. Note that withdrawing before the VW date does not necessarily result in a fee refund.

Topics to be covered (tentative)

1. Relational Databases
 - Creating databases – Table, indexes, forms, reports
 - Relationships and referential integrity
 - Queries
2. The relational model
 - Relations
 - SQL
3. Database design
 - Entity-Relation Diagrams
 - Entities, attributes, relationships
 - Mapping to relational databases, DDL
 - Normal forms
 - 1NF, 2NF, 3NF, Functional dependencies, BCNF

Note: A permitted or necessary change in the mode of delivery may require adjustments to important aspects of course outlines, like class schedule and the number, nature, and weighting of assignments and/or exams.