



THE UNIVERSITY OF WINNIPEG

APPLIED COMPUTER SCIENCE

Course Number: ACS-2814-050, 072L, 073L
Course Name: Applications 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 – 13:00 via Zoom
Class meeting time: Tuesdays 18:00 – 21:00 via Zoom
Lab time: L-070 Fridays 16:00 – 17:15 via Zoom
L-071 Fridays 08:30 – 09:45 via Zoom

Meeting info for office hours, class time and lab sessions will be posted on Nexus.

Important Dates

1. First Class: Tuesday, September 7, 2021
2. First Lab: Friday, September 10, 2021
3. Midterm Test: Tuesday, October 19, 2021
4. Reading Week (no classes): October 10 - 16, 2021
5. Final Withdrawal Date w/o academic penalty*: Tuesday, November 16, 2021
6. Last Lab: Friday, November 26, 2021
7. Last Class: Tuesday, November 30, 2021
8. Final Exam (Comprehensive): **TBA**
9. University closures:
 - National Day of Truth and Reconciliation Thursday, September 30, 2021
 - Thanksgiving Monday, October 11, 2021
 - Remembrance Day Thursday, November 11, 2021

*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 a number of different subject areas. Specifically, the course:

- Focuses on introductory issues of creating tables, indexes, relationships, forms, reports, queries, structured query language (SQL), 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.

Remote Learning

Lectures will be a combination of live and pre-recorded sessions. Days on which there will be no live lectures will be announced and the pre-recording will be available on Nexus. All lab sessions are held live via Zoom. Students must be available via Zoom during all lab and lecture times. Live sessions may not be recorded.

All course material including lecture notes/slides and pre-recorded videos, assignment and lab details will be available on Nexus. Class times are reserved and could be used for lectures, discussions, Q&A, or office hours, as necessary.

For all Zoom interactions:

- Students must display their real/full name.
- Use of Video is optional (except for tests and the final exam).
- Participants must be muted when not speaking.
- Students may interact via chat, voice, or gestures.

Students can find answers to frequently asked questions related to remote learning here: <https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html>.

Note: A permitted or necessary change in 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.

Evaluation Criteria

1. Labs (10%)
 - Ten (10) labs, worth 1% each
 - 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.
- No late Assignment submissions will 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 procedure 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 (50%)
 - 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 midterm and final exams.
- Midterm and final exams will be delivered via Nexus. Students must have video capability and be prepared to present their student ID.
- Midterm and final exams are open books.
 - Students are permitted to view only the following authorized course material:
 - Class notes, slides, recordings, sample code or database file, assignment descriptions, and solutions posted by the instructor.
 - Course textbook.
 - Student's course notes and assignment submissions.
 - Students may use an external tool such as a text editor or diagramming tool to answer questions before entering them into the exam.
 - Students may contact the instructor to ask questions.
 - External resources (or any material not listed above) are NOT PERMITTED.
 - Communication with others (except the instructor) is NOT PERMITTED.
 - All work must be entirely the students' own. Collaboration or sharing of work is NOT PERMITTED.
- For students failed to meet all test/exam requirements, the test/exam will not be accepted or will receive zero.

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 2021-22 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 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, Version 3.0*, University of Winnipeg, 2016.
 - Available at www.acs.uwinnipeg.ca/rmcfadyen/CreativeCommons
- Class notes/slides 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.

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>.

More information:

- Zoom and Privacy: <https://www.uwinnipeg.ca/privacy/zoom-privacy-notice.html>
- Testing/Proctoring: <https://www.uwinnipeg.ca/privacy/zoom-test-and-exam-proctoring.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 are not monitored on a regular basis.

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 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