

Information Technology and Administrative Management Department
www.cwu.edu/~ITAM

 <p>ITAM Information Technology & Administrative Management Central Washington University</p>	<p>IT 268 Data Base Applications Course Syllabus - 3 credits</p>
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Course Description: This course provides a comprehensive presentation of Microsoft Access 2007. The class is organized using primarily a web-based approach whereby the student will complete specific assigned materials either in the lab or outside of the lab and submit the assignments via Blackboard by a specific date (see Modules). Other than indicated exam dates, the student is not required to be in the lab; however, I will be available in the labs from noon until 4 pm on Mondays and Wednesdays for assistance. Other than exam days, you may use the lab anytime during those hours regardless of your specific class time. Your CWU ID will be required on exam days.

Course Objective: Successful completion of this course ensures that students have acquired an extended knowledge and understanding of Access using Microsoft Access 2007.

Learning Objectives:

The objectives you will have accomplished by the end of the course include these.

- You will learn to create tables for a database using Access 2007
- You will learn to create a relational database and queries using Access 2007
- You will learn to create reports and use calculations using Access 2007
- You will learn to create pivot tables and charts using Access 2007
- You will learn to create subforms and use validation and reliability with Access 2007
- You will learn to create advanced queries 2007

Learner Outcomes:

Learner Outcome	Assessment
1. Demonstrate an understanding of working with basic databases	Outcomes will be assessed through assignments and objective/application exams
2. Demonstrate an understanding of using queries in relational databases for reports	Outcomes will be assessed through assignments and objective/application exams
3. Demonstrate an understanding of calculations and working with reports	Outcomes will be assessed through assignments and objective/application exams
4. Demonstrate an understanding of pivot tables and charts	Outcomes will be assessed through assignments and objective/application exams
5. Demonstrate an understanding of subforms and using validation and reliability tools	Outcomes will be assessed through assignments and objective/application exams
6. Demonstrate an understanding of advanced queries	Outcomes will be assessed through assignments and objective/application exams

Textbook and Other Required Materials:

Microsoft Office Access 2007, Exploring Series, Comprehensive, Grauer, Lockley, Mulbery,; Pearson/Prentice Hall.

*Access to CWU eLearning Blackboard web site (<http://courses.cwu.edu>)

*Internet Access for MyItLab for practice tests and for application testing