



<http://www.dmacc.edu>

COURSE SYLLABUS

CAMPUS NAME: Urban

COURSE TITLE: SQL / Oracle

COURSE NUMBER: CIS 338

SECTION NUMBER & CRN: WB3; 10810 and 15653

INSTRUCTOR INFORMATION

NAME: Joseph Peppers

EMAIL ADDRESS: jlpeppers1@dmacc.edu

PHONE NUMBER: 515-210-7347

OFFICE LOCATION: As an adjunct, I do not have an office. Reach out to me to schedule time before or after class, otherwise I can meet on campus when desired.

OFFICE HOURS/APPOINTMENTS: Email or text to schedule an appointment. Will likely try to meet before or after class on campus.

BLACKBOARD: <https://dmacc.blackboard.com/>

COURSE INFORMATION

SEMESTER/YEAR: Fall 2020

DATE SYLLABUS CREATED AND/OR REVISED: 8/25/2020

DAYS & TIME & LOCATION: Online, Web. Wednesdays

COURSE DESCRIPTION & CREDITS:

<https://www.dmacc.edu/Schedule/Pages/coursedescriptions.aspx>

PREREQUISITE/COREQUISITE: CIS 332

COURSE COMPETENCIES: <https://www.dmacc.edu/competencies>

COURSE OVERVIEW: This course is an introduction to the use of PL/SQL language to interact with Oracle relational databases in order to support applications in a business environment. Students will use advanced techniques to retrieve data, format reports and create script files to generate SQL. It is assumed you already understand relational database design and SQL commands.

STUDY EXPECTATIONS/TIPS: To do well in this class, you must show up to class and be present online, participate and complete the assignments regularly, study the assigned readings & videos, which will help you meet the competencies of the course and ask questions. This is a fast paced, hands-on course. It is realistic to expect to spend 10+ hours per week on this course. Ask me any questions on the missed material as soon as possible. The content of this course builds on itself throughout the semester. Consequently, it is important that students master early concepts, as they will become building blocks for concepts introduced later in the course, and further into your course sequence. Students

should seek extra help (tutoring, online office hours, in person office hours) as soon as possible if they feel that they are getting behind on the course material.

TEXTBOOKS & MATERIALS

REQUIRED TEXTBOOKS: TITLE: Oracle 11g: PL/SQL Programming
AUTHOR: Casteel
ISBN: 9781133947363

The textbook is offered in either print form, or electronic form using Vital Source. Either option can be purchased through the [DMACC bookstore](#) in ANKENY either online or in person. It's also available at [Textbook Outlet](#) in ANKENY.

PLEASE NOTE: If you have other classes using a **CENGAGE UNLIMITED** subscription, then you already have access to the electronic copy of our textbook at no additional charge using that subscription, but not a printed copy. However, you may print any page(s) yourself from the electronic copy. Simply add our ISBN to your **CENGAGE UNLIMITED DASHBOARD**.

REQUIRED SOFTWARE: Oracle / SQL Developer

A link to download this free software will be posted in the blackboard course.

Software Notice: "All the software used in this class is copyrighted; therefore, it is not for distribution, copying, or personal use. The software is the property of Des Moines Area Community College."

COURSE POLICIES

ATTENDANCE/PARTICIPATION:

- Log into our course minimally three times per week in Blackboard.
- Be active and present in the course – participating in discussions and projects in Blackboard.
- Dedicate sufficient time outside of class in order to be prepared for class, through readings, exercises and other learning experiences.
- Check your DMACC email at least three times per week.
- Ask questions of material that you do not understand and answer questions for material that you do understand.
- Participate in discussion boards, blogs and/or journals before the due date.
- Submit assignments and complete exams/tests before they are due in order to give yourself adequate time should a problem arise.
- Have access to a dependable computer and Internet connection.
- Have an available computer with necessary software installed and ready for use outside of the classroom
- Have a back-up plan in case the computer or connection fails.
- Communicate with me regarding any issues with course materials, grades, or technical issues.
- Use your DMACC email address to communicate with me.
- Call or email the DMACC Helpdesk with any technical issues (post this number/email address on your computer & program it into your phone).
- Put forth your best effort and accept responsibility for your learning.

- Absenteeism will affect your grade; just like a lack of participation (not contributing, sleeping, distracted by technology) in the in-class projects and exercises will result in a denial of points for those exercises.
- You may not earn points on in-class work if you are absent, withdrawn or providing a hindrance to the exercise. Active participation in these exercises is the only way to earn points.

GRADING CRITERIA:

Grades are based on a percentage of points possible accumulated throughout the course term. Points are awarded for exams, quizzes, assignments, journals, projects and participation.

A	90% and above
B	80% to 89.99%
C	70% to 79.99%
D	60% to 69.99%
F	00% to 59.99%

There will be no "Incomplete" grades given in this course. Your final grade will be calculated by dividing the total number of points you earn in the class by the total number of points possible during the semester. The result is a percentage, which will be assigned a grade.

CLASSROOM CONDUCT: <https://www.dmacc.edu/handbook>

NETIQUETTE: Students who are disruptive in the online environment are subject to the university's Academic Misconduct Policy and the Student Code of Conduct. Disruptive behavior in the online environment includes violations of the following netiquette guidelines and the Student Code of Conduct. Netiquette is a set of standards for appropriate behavior when communicating with others online. Basic netiquette guidelines include:

- Be respectful of other people and their opinions
- Write clearly and pick your words carefully, avoiding humor and sarcasm.
- Visual cues used to convey meaning when speaking to others in a face-to-face environment are missing in online communications, so be sure to convey your thoughts carefully.
- Posts based upon race, religion, color, national origin, age, sex, sexual orientation, gender identity or expression, genetic information, or disability, out of the context of the discussion, generally are inappropriate.
- Do not post or distribute material that would offend or frighten a reasonable person.
- Inflammatory, condescending, harassing, or derogatory remarks are inappropriate.
- Use proper spelling, grammar, capitalization, and punctuation.
- Using all capital letters in online communications is considered SHOUTING, and inappropriate.
- Do not use emoticons, (E.G. smiley faces) and chat acronyms (E.G. LOL, BRB) because they could be misinterpreted and are not appropriate in professional communication.

- When posting to a public forum, keep your post on topic and be sure to add content that contributes to the topic.
- Be aware of plagiarism and copyright guidelines. Cite your sources and refrain from posting or distributing content that is copyright protected.

DUE DATES:

To receive full credit for each unit assignment, it must be **received** by me no later than 11:59pm CST on the due date. I've posted in bold and highlighted each due date with each unit name on the "Course Content" page in blackboard. You may begin a unit from the course content home page at any time after the instructor allows you access into the unit, but should complete the units in order. It is acceptable to work ahead in the course, as long as you complete things in order. Every unit has a specific deadline date by which all work for that unit must be completed. Once a unit's deadline date has passed, you will have access to the unit for one additional week and then the unit will be removed from the course. I will not accept any work beyond 1 week past due date. Once a unit disappears from the course content page, no late work may be submitted for that unit.

Assignments should be submitted within blackboard and **not sent via email attachment** unless the instructor gives you permission or requests that you do so. ALWAYS verify your assignments have been submitted successfully.

This syllabus and the accompanying course schedule of due dates will be followed as closely as possible. However, I (the instructor) reserve the right to alter the syllabus, the schedule, and any learning activity as I feel needed. Any alterations will be communicated.

LATE ASSIGNMENTS:

Every unit has a specific deadline date by which all work for that unit must be completed. Once a unit's deadline date has passed, you will have access to the unit for one additional week and then the unit will be removed from the course. I will not accept ANY work beyond 1 week past due date. Once a unit disappears from the course content page, no late work may be submitted for that unit.

ONLINE DISCUSSIONS:

There may be threaded discussions and/or blogs used in the course. Threaded discussions are online discussions much like a classroom where I will open up a question or topic to the class for comments. You will have the opportunity to respond to the question or share your ideas about some topic. Your response will be posted much like on a bulletin board so that other students can read your comments and respond. There is not a specific scheduled time that you have to be in the threaded discussion area, because the original question and all the responses will be available there until the deadline I place on the discussion. However, in order for there to actually be a discussion, **we need a steady back and forth between students**. Therefore I would like your INITIAL post to a discussion board to be submitted at least 48 hours prior to the deadline so other students have the opportunity to respond to your post. Be aware that anything you post in the discussions board is considered public and is viewable by classmates and the professor. Please be respectful and considerate when making postings.

MISSED EXAMS:

Quizzes and Exams will not be accepted past the 1 week grace period past the due date regardless of the circumstances - they must be completed during the scheduled range of time. You are allowed to use your books and notes when you complete a quiz or exam, but you are not allowed to have other students take the quiz or exam for you and there is a time limit on each exam.

It is not possible to revise your quiz answers once you have submitted the quiz for grading. If you neglect to answer some questions on a quiz - regardless of the reason - (i.e. you forgot some, etc.) you will NOT be allowed to go back and answer those questions once you have submitted your quiz.

ONLINE GRADEBOOK:

There will be a delay between when you submit an assignment and when your grade is posted in the online grade book. Normally I will wait until **AFTER** the unit due date and week grace period to start posting grades.

EXTRA CREDIT:

I am not an advocate of extra credit. I will not accept requests from nor make special extra credit assignments for individual students.



SAFEGUARDS & DEADLINES:

Be sure to save a back-up of every piece of your work on a regular basis. **Odd things happen in cyberspace.** Don't wait until the last moment to get things done. Allow yourself time to meet deadlines.

If you experience computer difficulties, ***you are responsible for solving your own technical problems.*** For all questions relating to DMACC login or passwords including webmail, and for problems accessing Blackboard or the ORA1 database, you can contact DMACC Tech Support.

UNOFFICIAL TRANSCRIPTS:

You can access your unofficial transcript and view all final course grades by logging into the DMACC

Portal  and choosing web info system . When prompted, Login using your DMACC ID and PIN, then select **Student Services, Student Records and Academic Transcript.**

CLASSROOM CONDUCT: <https://www.dmacc.edu/handbook>.

Please follow the rules of common courtesy in your e-mail messages, threaded discussion responses and blog postings. Your classmates will expect fair, honest feedback. Criticism and praise will both be a part of the procedure. It is expected that class discussions will result in differing opinions. Be aware that anything you post on the discussion board is considered public and is viewable by all your classmates and the professor. Any inappropriate or vulgar messages will result in disciplinary action, not excluding a failing grade for the semester or expulsion from the course. I expect students to use complete sentences and use appropriate tone, language, grammar and spelling.

ACADEMIC DISHONESTY/PLAGIARISM:

Academic integrity, based on the values of honesty, trust, fairness, respect and responsibility, is a fundamental principle of scholarship at DMACC. DMACC's Academic Misconduct Policy (ES 4670) prohibits; plagiarism (using another person's writing or copying any work without proper citation), falsification, unauthorized collaboration during a test or on an assignment, or substitution for another student to take an exam, course or test. If you are to benefit from this class and be properly evaluated for your contributions, it is important for you to be familiar with and follow DMACC's Academic Misconduct policy.

Students are encouraged to review DMACC's Academic Misconduct Policy on-line at https://www.dmacc.edu/student_services/int/Procedures/ES4670_Final.pdf.

It is important that you are aware that engaging in any form of plagiarism is considered academic misconduct by the college and various disciplinary actions may be taken, including expulsion from the college. Plagiarism is defined as the appropriation of and use of another person's writing and passing it off as the product of one's own efforts. If you participate in cheating or plagiarism (or in any way violate DMACC's Academic Misconduct Policy) you will receive a failing grade for the semester. Students have the right to appeal and may do so by following the procedures described in the Academic Misconduct policy.

ASSUMPTIONS AND EXPECTATIONS

ASSUMPTIONS:

Education is a process. It's ongoing acquisition of new information.

Learning is never guaranteed in education. Learning is an outcome. It's a change in behavior, skill or attitude. Learning is new knowledge put to use.

While an instructor can provide an education, it is solely up to the student to ensure that learning occurs.

You prefer to learn when you can make a connection between the importance of a subject and its relevance to your own life.

You as a learner need diverse approaches and different explanations and points of view in order to facilitate and enforce the learning process.

Learning does not have to be painful or boring. We are allowed and are capable of having fun.

You are willing to trust my judgment and convictions in terms of subjective grading.

You are willing to take **full accountability and ownership** for your actions and behaviors, decisions and choices, and degree of success in this course. You understand you have alternative options to taking this course under my instruction.

EXPECTATIONS:

We will be honest with each other.

Instructors are responsible for preparing students to be successful in the work force.

Therefore, I expect each of you to accept the responsibilities of the class as if the class were your job:

- Your classmates are colleagues and should be treated with respect.
- Homework, assignments, projects and tests require a professional appearance and presentation.

- Deadlines are important and should be adhered to. There are consequences for not meeting timelines.
- Online attendance will be tracked for records just as timecards are submitted in the work force.
- Your progress, gained knowledge and report card become your pay back or rewards

You will perform a level of work that is to the best of YOUR ability.

You will accept responsibility for your choices, behaviors, and successes.

Poor planning on your part does NOT justify an emergency on my part.

You will share constructive criticism only if you are prepared to offer positive suggestions to improve the situation. As Howard Gardner said, *"You can not dethrone an idea simply by criticizing it. You must offer alternative ways of viewing an idea or situation"*.

Each of us will actively participate in the learning process. We will not be disruptive to the process of other student's learning.

You will notify me and/or ask for help if/when you feel yourself struggling in this course.

DMACC INFORMATION

ACADEMIC CALENDAR: <https://www.dmacc.edu/students/Pages/academiccalendar.aspx>

ADD/DROP DATES: https://www.dmacc.edu/registration/pages/add_drop.aspx

STUDENT HANDBOOK: <https://www.dmacc.edu/handbook>

WEATHER POLICY:

Notification of Campus/College closures will be sent out through the DMACC RAVE Alert System, posted to the DMACC webpage at www.dmacc.edu, and where possible sent to local media.

SUPPORT SERVICES / ACCOMMODATIONS

SERVICES FOR STUDENTS WITH DISABILITIES:

Any student with a documented disability who requires reasonable accommodation should contact the Disability Services Coordinator at **515-964-6850** or the counseling & advising office on any campus to apply for services.

TUTORING SERVICES:

Tutoring is a support service available to all DMACC students at no charge. For more information, please visit https://www.dmacc.edu/student_services/Pages/tutoring.aspx.

STUDENT SERVICES:

There are many useful resources available to you through student resources. Please visit <https://www.dmacc.edu/students/Pages/welcome.aspx> for more information.

LIBRARY SERVICES:

DMACC Library resources are available online at <https://www.dmacc.edu/library/Pages/welcome.aspx>.

DISCLAIMER:

"This syllabus is representative of materials that will be covered in this class; it is not a contract between the student and the institution. It is subject to change without notice. Important: **All students are strongly encouraged to visit MyDMACC portal to review policies and procedures.** Any potential exceptions to stated policies and requirements will be addressed on an individual basis and only for reasons that meet specific requirements. If you have any problems related to this class, please feel free to discuss them with me."

NONDISCRIMINATION STATEMENT

Des Moines Area Community College shall not engage in nor allow discrimination covered by law against any person, group or organization. This includes in its programs, activities, employment practices, or hiring practices, and harassment or discrimination based on race, color, national origin, creed, religion, sex, sexual orientation, gender identity, age, disability, genetic information (in employment) and actual or potential parental, family or marital status. Veteran status in educational programs, activities, employment practices, or admission procedures is also included to the extent covered by law.

Individuals who believe they have been discriminated against may file a complaint through the College Discrimination Complaint Procedure. Complaint forms may be obtained from the Campus Provost's office, the Academic Deans' office, the Judicial Officer, or the EEO/AA Officer, Human Resources. ADA questions and concerns may be directed to the Section 504/ADA Coordinator at 2006 S. Ankeny Blvd, Bldg. 6, Ankeny, IA 50023, phone 515/964-6857, dso@dmacc.edu. Title IX questions and concerns may be directed to the Title IX Coordinator at 2006 S. Ankeny Blvd, Bldg. 1, Ankeny, IA 50023, phone 515/964-6216, Title9@dmacc.edu. Questions or complaints about this policy may be directed to the

Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661-7204, phone 312/730-1560, fax 312/730-1576, email OCR.Chicago@ed.gov.

PROCEDURE INFORMATION:

Students who wish additional information or assistance may refer to Student Services procedure ES 4645 located at https://www.dmacc.edu/student_services/int/Procedures/ES4645_Final.pdf.

ADA/SECTION 504 INFORMATION:

The Academic Support Services Director is the official Student Accommodation Officer/Section 504/ADA Coordinator for DMACC. The ADA Coordinator's office is located in Bldg. 6-10E on the Ankeny Campus and may be contacted by voice (515-964-6857). The ADA Coordinator is responsible for ensuring that the college complies with federal regulations that guarantee qualified students with disabilities equal access to all programs and services. Any student, faculty, or staff member may contact the ADA Coordinator's office for clarification of federal regulations, appeal of a grievance, or resolution of a disability-related problem.

ADDITIONAL INFORMATION:

To access additional information related to DMACC policies and procedures that impact the classroom (e.g. use of technology, weather-related cancellations, classroom conduct, etc.) please reference the DMACC student portal.

If you do not have access to a computer and need a printed version of any of the information described above, contact your instructor.

CIS338 COURSE SCHEDULE

All due dates are at 11:59pm CST.

Unit Start Date	Topics / Assignments	Unit Due Date
Unit 0 08/26/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 0 Introduction video ✓ Read course syllabus and announcements ✓ Introduce yourself to your peers ✓ Complete the syllabus quiz ✓ Register your Cengage Unlimited subscription (if applicable) ✓ Add eTexts to your dashboard (if applicable) ✓ Download and set up SQL Developer ✓ Establish a connection to the EDU1 database and change your password ✓ Download the student files, unzip them and save them for later ✓ Watch the review videos 	09/02/2020 11:59pm CST
Unit 1 08/26/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 1 Introduction Video ✓ Read Chapter 1 - Introduction to PL/SQL ✓ Execute the scripts to create the tables for 3 different databases ✓ Review the ER diagrams for the 3 databases used in the textbook ✓ Review SQL (the pre-requisite for this course) ✓ Toggle on line numbers in SQL Developer ✓ Review how to insert comments in SQL scripts ✓ Hands-on Chapter 1 coding assignment ✓ Unit 1 quiz 	09/02/2020 11:59pm CST
Unit 2 09/02/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 2 Introduction Video ✓ Read Chapter 2 - Basic PL/SQL Block Structures ✓ Chapter 2 practice challenges ✓ Use of SERVEROUTPUT command ✓ Hands-on Chapter 2 coding assignments ✓ Unit 2 quiz 	09/09/2020 11:59pm CST
09/07/2020	Holiday - College Closed	
Unit 3 09/09/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 3 Introduction Video ✓ Read Chapter 3 - Handling Data in PL/SQL Blocks ✓ Chapter 3 practice challenges ✓ Hands-on Chapter 3 coding assignment ✓ Unit 3 quiz 	09/16/2020 11:59pm CST
Unit 4 09/16/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 4 Introduction Video ✓ Read Chapter 4 - Cursors and Exception Handling ✓ Chapter 4 practice challenges ✓ Hands-on Chapter 4 coding assignments ✓ Unit 4 quiz 	09/23/2020 11:59pm CST
Finish Work; Mid term Prep 09/23/2020	MID TERM PREP	09/30/2020
Mid-Term Exam 09/30/2020	MID-TERM EXAM	10/07/2020 11:59pm CST

Unit 5 10/07/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 5 Introduction Video ✓ Read Chapter 5 - Procedures ✓ Chapter 5 practice challenges ✓ Hands-on Chapter 5 coding assignments ✓ Unit 5 quiz 	10/14/2020 11:59pm CST
Unit 6 10/14/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 6 Introduction Video ✓ Read Chapter 6 - Functions ✓ Chapter 6 practice challenges ✓ Hands-on Chapter 6 coding assignments ✓ Unit 6 quiz 	10/21/2020 11:59pm CST
10/21/2020	Buffer Week - Catch up on work and/or re-cover assignments/topics students are struggling with	10/28/2020
10/23/2020	In Service Day - College Closed	
Unit 7 10/28/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 7 Introduction Video ✓ Read Chapter 7 - PL/SQL Packages ✓ Chapter 7 practice challenges ✓ Hands-on Chapter 7 coding assignments ✓ Unit 7 quiz 	11/04/2020 11:59pm CST
Unit 8 11/04/16/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 8 Introduction Video ✓ Read Chapter 8 - Dependencies, Privileges and Compilation ✓ Chapter 8 practice challenges ✓ Hands-on Chapter 8 coding assignments ✓ Unit 8 quiz 	11/11/2020 11:59pm CST
Unit 9 11/11/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 9 Introduction Video ✓ Read Chapter 9 - Database Triggers ✓ Chapter 9 practice challenges ✓ Hands-on Chapter 9 coding assignments ✓ Unit 9 quiz 	11/18/2020 11:59pm CST
11/18/2020	Buffer Week - Catch up on work and/or re-cover assignments/topics students are struggling with	11/25/2020
11/25/2020	No Classes - Offices are Open	
11/26/2020	Holiday - College Closed	
11/27/2020	Holiday - College closed	
Unit 10 11/25/2020	<ul style="list-style-type: none"> ✓ Watch the Unit 10 Introduction Video ✓ Read Chapter 10 - Packages, Dynamic SQL & Hiding Source Code ✓ Chapter 10 practice challenges ✓ Hands-on Chapter 10 coding assignments ✓ Unit 10 quiz 	12/09/2020 11:59pm CST
12/02/2020	Continue Unit 10. Not extended week for classwork due. Finish up semester Work. Prep for Final.	12/09/2020
Final Exam 12/09/2016	FINAL EXAM	12/16/2020 11:59pm CST