

CIS119DP Oracle: Database Administration I

CHANDLER – GILBERT COMMUNITY COLLEGE

Spring 2005 – 3 Credit Hours

Instructor	Mrs. Donna Noth
Email	dnoth@earthlink.net
Class Time	Friday 6:00 – 8:40 PM January 21 to May 6, 2005
Classroom	C101 Pecos Campus

Description

This course will provide the necessary knowledge and skills to set up, maintain, and troubleshoot an Oracle database. This course has been designed for database administrators, technical support analysts, system administrators, application developers, MIS managers, and other Oracle users.

Prerequisites

CIS119DO or CIS1226AA or CIS126DA

Electronic Textbook

Oracle 9i Database Fundamentals I – Volumes One and Two are distributed at **no charge** on hard drives. Textbook may be purchased from bookstore if preferred. Textbook cannot be printed on class or laboratory printer. 3.5" floppies, pen, highlighter, and 3-ring binder (optional) are available at our bookstore.

Taping, Recording Lectures or Class Activities

Please discuss with instructor.

CIS119DP Course Objectives

Upon completion of this course, you should be able to:

- ♦ Start up and shut down an Oracle instance and database
- ♦ Create an operational database manually
- ♦ Manage Oracle database files
- ♦ Manage tablespaces, segments, extents, and blocks
- ♦ Manage users, privileges, and resources

Final Exam Schedule

Friday, May 6, 2005 6:00 PM

Grading

Grading Based on points accumulated during the semester.

Points	Grade
90-100%	A
80-89%	B
70-79%	C
60-69%	D
Below 60%	F

Grade Component Description	Point Value
Attendance and Class Participation	20%
Laboratory Assignments	20%
Exams (Two)	30%
Project Outline and Final Project	15%
Final Exam	15%

Each exam is curved to ensure that the class median score and class average score are at least 75%.

Attendance and Participation Grade

Attendance will be taken every class. Attendance/class participation is an opportunity to demonstrate proficiency at computer lab activities. Selected laboratory assignments will be collected and graded. If you are late to a class or must leave early it is your responsibility to make sure you are marked present for that date and obtain lecture notes and handouts! Classes begin promptly at the scheduled time. Please understand that in practical coursework such as this, make-up work cannot substitute for hands-on learning that occurs in class time.

Makeup Exams

Only special circumstances may warrant a makeup exam. It is the student's responsibility to discuss with the instructor before the scheduled examination the possibility to makeup the examination. It is the instructor's decision if a makeup examination is warranted and to make the necessary arrangements.

Homework and Class Preparation

Students are expected to:

- ◆ Spend at least three to five hours per week outside class reading lessons before they are presented in class
- ◆ Attend all meetings and seek clarification to understand the concepts presented by asking questions, participating in class discussions, and utilizing available resources.

Your hours of outside preparation should be devoted to completing computer assignments, reading the chapter material, and taking chapter notes. You are expected to complete all exercises in the textbook and be prepared for class participation.

If you are considering withdrawing from the class, please talk with me first. Our goal is to help students succeed. If you still decide to withdraw, it is your responsibility to officially withdraw from class. Please be sure to indicate reason for withdrawal on the drop/add form.

Student/Classroom Expectations

You should plan on attending every class period, with no exceptions. Some actions do interrupt and can disrupt teaching and learning. Please avoid late arrivals to and early departures from class, incomplete work, under participation, beepers, cellular phones, pages, etc.

Computer Lab

Located in B123 Students may complete labs at home or in B123.

Lab Hours:

Monday through Thursday
7:00 am to 10:00 pm
Friday 7:00 am to 5:00 pm
Saturday 8:00 am to 2:00 pm

Food and Beverages

Not allowed in the computer classrooms or labs.

Instructor's Philosophy

The purpose of this course is to prepare students to take certification examinations and to prepare for employability in the field of information technology. It is the student's responsibility to study materials and practice exams, practice/experiment with installation and configuration of course software, develop study groups, and investigate other sources of information, for success in course objectives. When ready to take a certification exam,

schedule an exam with the Sylvan Prometric Testing Centers at 1-800-755-3926.

Ethics/Computer Facilities

Do not access CMOS/BIOS/.profile/.bash settings. You are expected to exercise responsible, ethical behavior when using the College's computing facilities. Responsible user behavior includes consideration for other users, as well as efficient use of the computing resources.

Permission is granted to you by CGCC for academic, non-commercial use of the computer lab facilities and services of the Computer Information Center, including its microcomputers and associated peripherals and files, according to the terms described here.

Permission is granted for use, at CGCC of licensed software according to the regulations set forth here for the use of such software. The use of the software is governed by the terms of licensing agreements and you agree to abide by the terms of those agreements. The software programs are proprietary and may, therefore, be subject to copyright or patent restrictions as defined in the license agreement. By your enrollment in this course, you agree not to copy, transfer or remove from the designated user area any of the microcomputer software issued to you by the College. You agree not to use the CGCC equipment or software to violate the terms of any software license agreement. You must accept full responsibility for the return to the CIC, at the end of each microcomputer work session, any software diskettes issued to you by the CIC. You also agree not to use CGCC's computer systems, including any of its communication facilities and services, in any way, which deliberately diminishes or interferes with the use of those systems by others.

You further acknowledge the right of CGCC, and its designated faculty and staff, to inspect, when necessary, as a function of responsible system management, all disk files stored on the CGCC computers. The College reserves the right to limit or restrict any account holder's usage, inspect, copy, remove, or otherwise alter any data, file or system resources which may undermine the authorized use of that system with or without notice to the user.

Upon violation of the terms here, CGCC retains the right to deny future computer privileges at all CGCC facilities. You may also be subject to further disciplinary action according to the MCCCCD policies, as well as legal action by the owners and licensors of proprietary software for violation of copyright laws and license agreements.

CGCC disclaims responsibility for loss of data or interference with files resulting from its efforts to maintain the privacy and security of the College's computer facilities. The College reserves the right to amend this statement and its computer policies and procedures at any time with or without notice.

Computer Viruses

A virus is a computer code that can alter programs, destroy data, or damages computer hardware. Your disk can "catch" a virus from using a computer, which has a virus, from swapping data with a virus-infected disk, or from downloading information from an electronic bulletin board, etc.

CGCC is not responsible for any viruses your disks or equipment may get from working on college computers, or using our file servers or networks. Furthermore, in order to reduce the likelihood that students may "infect" college computers or other students' disks with viruses from other computers used, we do not allow students to use their own software disks (software is not the same as a class data disk) on any college computer. We strongly recommend that all students who use other computers (at home, at an office, at other locations) have virus protection on all of those other computers.

Statement from the Dean of Instruction Regarding Outcomes and Assessment

The faculty and programs at CGCC are dedicated to effective teaching and successful learning with emphasis in the following areas: reading, speaking, listening, writing, mathematics, science, computer application skills, humanities, problem-solving, information literacy, critical thinking, and personal development.

Periodically, student will participate in formal and informal assessment activities that will help faculty improve instructional programs and teaching strategies. These activities are designed to facilitate student growth in whatever combination of the above outcomes applies to a course.

Statement Regarding Special Needs

Any students with special needs should inform the instructor of any assistance that will be required. In order to accommodate your needs, you will need to give proper notice as to what accommodations will be necessary, and have documentation on file in the office of Disability Resources and Services Office. It is preferable that you identify yourself at the beginning of the semester. If this is not possible, you must give at least 48 hours notice before an accommodation is necessary. Special arrangements can be made regarding seating, hearing devices, testing time, as well as many other concerns. If there are any other concerns you have, please address them as soon as possible or call the Disability Resources and Services Office at (85)75188.

Information on Learning Center Services

For Pecos Campus:

The CGCC Learning Center's mission is to support students' academic learning by providing free instructional support (tutoring) and resources to reinforce and supplement classroom instruction and to assist learners to achieve academic success. We are located on the second floor of the library, rooms L227 (the Writing Center), L228 (Spanish, Accounting, Economics and other subject area tutoring), and L229 (math and science tutoring). The Center also provides instructional support resources in the form of videotapes, software, and print materials. Students needing a schedule of tutoring hours or additional information or assistance should contact the Learning Center Coordinator, Eva Falletta at 480.732.7231, or visit the website at www.cgc.maricopa.edu/lc.

Statement Concerning Plagiarism

Plagiarism is defined as presenting the work of another as one's own. More than four consecutive words from a source other than the writer constitutes plagiarism when the source is not clearly identified in appropriate documentation format.

From the CGCC Student Handbook:

"Plagiarism includes, but is not limited to, the use of paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials."

Student Handbook

You are expected to obtain a student handbook and follow the policies and procedures of the MCCC and CGCC.

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Course Schedule*

DATE	TOPIC	READING
01/21/05	Orientation Overview of Hardware and Software	Syllabus Introduction Linux Tips
01/28/05	Managing Password Security and Resources Managing Users	Hand Out Final Project Lesson 14 Lesson 15
02/04/05	Managing Privileges Managing Roles	Lesson 16 Lesson 17
02/11/05	Auditing Oracle Architectural Components	Lesson 18 Lesson 1
02/18/05	Oracle Architectural Components – Continued Lab Catch Up Day	Lesson 1 Review for Exam 1 (Lesson 14 – 18, 1)
02/25/05	Getting Started with Oracle Server Managing an Oracle Instance	Exam 1 Lesson 2 Lesson 3
03/04/05	Creating a Database	Lesson 4 Appendix A Creating Database Handouts
03/11/05	Creating Data Dictionary and Dynamic Performance Views Maintaining the Control File	Lesson 5 Lesson 6
03/18/05	Spring Break – No Class	
03/25/05	Maintaining Redo Log Files	Lesson 7
04/01/05	Managing Tablespaces and Datafiles Storage Structures and Relationships	Lesson 8 Lesson 9
04/08/05	Managing Undo Data Lab Catch Up Day	Lesson 10 Review for Exam 2 (Lesson 2-10)
04/15/05	Managing Tables	Exam 2 Lesson 11 Final Project Draft Due
04/22/05	Managing Indexes Maintaining Data Integrity	Lesson 12 Lesson 13
04/25/05	Last Day to Withdraw	
04/29/05	Maintaining Data Integrity - Continued Loading Data into a Database	Lesson 19 Final Project Due Review for Final Exam
05/04/05	Last Day for Withdrawal Without Instructor's Signature	
05/06/05	Final Day of Class	Final Exam (Cumulative)

***Schedule is subject to change based on class progress**