CS155A MySQL Databases   Policy Statement Fall 2013

Contact Info
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Course Description
The goal of this course is to teach you how to work with a MySQL database using the MySQL SQL language. We will discuss the use of simple and advanced SQL statements. The course focuses on statements to create, modify and retrieve data from database tables. This class deals with some basic database design concepts (see also CS 159A); it does not cover MySQL programming in any detail (see CS 155P) nor administrative concerns (see CS 151B). Learning any computer system effectively requires many hours of work. A student needs to plan on time for reading the book and notes and working on the assignments and individual experimentation. As is common in many classes in this area, this class becomes progressively harder during the semester. Concepts introduced in the first few weeks become the foundation for the rest of the semester. You need to put in the effort needed to build a firm foundation.

Software
This course uses MySQL for the assignments and the tests. You need to download and install the MySQL software to your local computer to do the work for this class.
You need to be able to use the command line interface to MySQL and you will probably want to also use a graphical interface. You need to be using MySQL version 5.5 or 5.6. You need to use the InnoDb storage engine in strict mode (If you don't know what that means- it will be discussed in the unit 1 notes.

Textbook
Rick van der Lans; SQL for MySQL Developers; Addison Wesley; ISBN: 978-0-13-149735-1. (list price $54.99, available for less than $45 online)
We do not cover the material in the class in the same order as it is covered in the book. I post additional notes for this class and most students rely on the notes first and the book second. I do give reading assignments from the book.

Web Page
There is a CCSF web site for this class at http://insight.ccsf.edu. This site is used for obtaining course materials, turning in assignments, and participating in the forums. To use this web page you have to login using your ccsf student id and you must be enrolled in this class; if you are adding the class, complete the add process ASAP.

NoShow Policy
I will consider you a NoShow and remove you from class if you do not turn in assignment 01 on time with a C level grade.

Grades
This course allows Pass/No Pass grading. Consult the official calendar for the deadline for making this choice.
Your final grade is determined by points you earn in the following areas:

Assignments	500 (max)
Midterm Exam	200
Final Exam	300

The cutoff points for the final letter grade are no higher than:

A	920
B	820
C (Pass)	650
D	550

Exams
Midterm exam: This is an **in-person mandatory exam** scheduled on Saturday October 05, 2013 on the Phelan/Ocean campus in Science Hall room 5
Final exam: This is an **in-person mandatory exam** scheduled on Saturday Dec 21, 2013 on   the Phelan/Ocean campus in Science Hall room 5

If you request an alternate date for either the midterm or final, you will need to provide evidence that you could not attend the scheduled exam. (For example- a copy of your airline e-ticket and itinerary if you are out of the area; a copy of a doctor's note if you are ill.)

The Midterm Exam and the Final Exam are open book and open notes. The use of computers or other electronic devices is not allowed during these exams; if you keep your notes on your laptop, you will need to print them out if you want to refer to them during the exam. The use of a reader for an eBook is not allowed.

The exams are based on techniques you should have used on the lab assignments, the textbook, the forum discussions, and posted class notes.

Because I have several online classes, when you come to the exam it is your responsibility to know which class you are enrolled in and take the exam for your class.

Assignments

See also the Assignment Rules document posted on the class web site.

There are weekly assignments over the semester. Check the due date on each assignment.

Assignments will be submitted to the web site. I will return assignment grading reports to the web site. Assignments are maxxed at 500 points. Lab assignments are to be done individually. Some assignments will build on earlier assignments- so it is important to do all of the assignments.

I assume that you will read your work before you turn it in. Assignment files that have multiple error messages generally will receive a very low score.

Forums and Assignments: Sometimes part of an assignment may need clarification and this may be provided via the forums posts.

Late Assignments: Assignments are turned in via the Insight system. Note that the due time is 11:00 pm and Insight is set to accept assignments up 11:10 pm. It is set up to reject late assignments. There is no additional grace period for uploading assignments. Note that the time is based on the server time. Do not wait until the last minute to do or turn in assignments.

You are allowed ***only one*** late assignment per semester. Email me the assignment files as attachments to an email that I receive no later than 24 hours following the due date . The subject line must include the class number (CS 155A) and the assignment number. Note that assignments later in the semester are worth more points than assignments earlier in the semester. Grading of late assignments may be delayed.

Forums

In my online class the forums are used to provide instructor-student and student-student interaction.

I use two types of forums. These forums are a required part of the class material- just as a discussion in a F2F (face to face) class is part of the course. An online class is more than reading notes and books and doing assignments.

1: **Weekly forums**: The weekly forums are the equivalent of questions asked in class- if you would listen to those questions and answers in a F2F class, then you should read the weekly posts.

These are forums for you to post questions regarding assignments and notes. You can post questions about the assignments; often another student has already figured out an answer to the question. I encourage students to help each other with these types of questions. It is not appropriate to post answers to assignments in the forums- but it is highly appropriate to post comments such as which of the Notes documents addresses the question or a reference to a page in the book that you found helpful. It is also inappropriate to post your code and ask other people in class to fix it.

Often people see the answer to their problem 15 minutes after posting a question; in that case a "never mind" post is appreciated.

Weekly forums are also the place where a student might ask for clarification of an assignment. When I respond to that type of question, the response is part of the assignment. (This does not mean that I will change an assignment at the last minute, but occasionally a question from a student shows that they did not understand part of the assignment and my response is a clarification.)

Therefore you need to read the weekly forums at least every other day. Not reading the weekly forums is equivalent to not showing up in class- that is not generally a good idea.

2- **Code review forums**: I will post feedback after the assignments have been graded. I do not post "the answers" to the assignments. I may provide additional explanation, more details as how to solve the problem, perhaps sample code.

Code review is the equivalent of an instructor going over an assignment when it is returned to the class. Not reading code review is the equivalent of walking out of class when the instructor goes over an assignment after it is graded.

I have had a few (very few) students who could do all of the work in a class without ever attending class- but generally this is not the case. The weekly and code review forums are part of "attending class."

You should email me, as the instructor of the class, primarily for matters that are personal in nature. Emails for help with assignments will generally be answered more slowly than questions posted in the forums and I will often post the answer in the forum.

Forum Threads and Posts:

Each post that is started in a forum has a subject line that should be relevant. A relevant subject line identifies the part of the assignment or notes where you have a question or problem and something about the problem ("task 03 should this be sorted ?"). A subject line such as: "task 03", "quick question", "Need help", does not provide any information. Please keep your posts relevant to the subject line; do not start off on a new topic in a thread. If you have three different questions about the assignment, you might need three different posts.

It is possible to search forums to see if a question on your topic has already been asked- and hopefully answered. Civility and relevance to the course is expected in all posts. I reserve the right to edit forum posts (but I seldom do that) and I might move a post to a more appropriate forum.

Email/ Office Hours

If you are sending me email, your email should have a subject line that includes the class number. We all get a lot of email and the subject line helps prioritize our responses; email with no subject line or a subject such as a Help, Question does not generally get a response. Do not reuse a previous email message with an irrelevant subject line when sending me a question.

Withdrawals and Drops

Consult the official time schedule for the last day to drop or withdraw from classes. You do not need a code from me to drop a course. I would appreciate hearing from you before you make the decision to drop a course. Sometimes we can work out a solution to help you stay in the course.

I will allow a grade of incomplete or a late withdrawal from class only under verifiable circumstances. I will not normally approve either of these if your class performance (tests and assignments) is below a C average (65%) at the time of the request. If you are requesting a Late Withdrawal, please contact me as well as the Dean of Students to explain your reason. Late withdrawals require the instructor's approval- it is not automatic.

I reserve the right to drop students who have missed two assignments. However, you should not rely on me to drop you from the class rolls. It is the student's responsibility to drop/withdraw from this class. If you simply stop participating in class, you will probably receive a failing grade for this class. Phone or email messages requesting that I drop you will NOT be honored.

On the other hand you should not expect me to keep you on the rolls if you are doing no work in class and are enrolled in the class to maintain a certain number of units.

Academic Accommodations

Students who need academic accommodations should request them from the Disabled Students Programs and Services (DSPS) located in the Rosenberg Library, Room 323 on the Ocean Campus. Telephone: 415-452-5481 (V) 415-452-5451 (TDD). DSPS is the campus office responsible for verifying disability-related need for academic accommodations, assessing that need, and for planning accommodations in cooperation with students and instructors as needed and consistent with course requirements.

I am happy to work with you and with the DSPS staff as needed to provide appropriate accommodations. I do not have the expertise to evaluate your situation so I require that any student who requests an accommodation works with the DSPS office. If the accommodation affects your taking the midterm or final exam, please get the paper work completed before the exam. Please inform me of any accommodation you have so that we can work together to help you.

CCSF Computer Policy

You can obtain a copy of the CCSF Computer Policy from the CCSF catalog, including the on-line version of the catalog. If you violate this policy, you risk having your computer account(s) suspended and your acrc privileges revoked and possibly other disciplinary measures. This may result in your being unable to complete the assignments for this course. You may not use CCSF computer resources for any commercial business. The policy can be found at: http://www.ccsf.edu/Policy/policy.shtml

Cheating

If a student is found to be cheating on any test or assignment, he shall receive a grade of zero for that work. It is acceptable to help other students with assignments by answering questions about how to do part of an assignment, but it is not acceptable to work together on all or many of the steps of the assignment.

The policy on cheating applies equally to students who give inappropriate assistance as well as to those who receive it. Do not "loan" your files to other students. If they submit that work as their own, you may also lose all points for that assignment.

If a situation arises where you are uncertain about the ethics involved, talk to me.

Exceptions to Policies

Exceptions to policies may be made on an individual basis under unusual verifiable circumstances. If you negotiate an exception, you must get the details of the exception from me in writing (email).

I reserve the right to change any of these policies as necessary during the semester and will inform you of any changes.

"The secret of getting ahead is getting started. The secret of getting started is breaking your complex overwhelming tasks into small manageable tasks, and then starting on the first one."
Mark Twain