

an Excused Absence². It is the student's responsibility to make up the missing exam within a week.

The instructor reserves the right to change these values depending on the overall class performance and/or extenuating circumstances.

Attendance Policy: Attendance is strongly encouraged. If necessary, quizzes will be given to ensure your interest in attending. Students generally perform much better if their attendance is consistent. Low attendance is often a strong indication to a failing grade. Exams may cover the subjects which are discussed only in class (not in textbook). If you are absent, it is your responsibility to find out what you missed, e.g. announcements, assignments, etc.

Course Outline: (subject to changes)

<i>Week of</i>		<i>Topics to be covered</i>	<i>Assignment due</i>
1	1/12	Ch 1 Overview	
2	1/19	Ch 2 Basic SQL SELECT Ch 3 Restricting Rows and Sorting Data	
3	1/26	Ch 4 Joining Multiple Tables	HW 1
4	2/2	Ch 5 Selected Single-Row Functions;	
5	2/9	Ch 6 Group Functions; <i>Exam (Thursday) Chapters 1–5</i>	HW 2
6	2/16	Ch 7 Subqueries	
7	2/23		HW 3
8	3/2	Ch 8 Table Creation and Management; Ch 9 Constraints	
9	3/9	Ch 10 Data Manipulation; <i>Exam (Thursday) Chapters 6–10</i>	HW 4
10	3/16	<i>Spring Break</i>	
11	3/23	Ch 11 Views	
12	3/30	Ch 12 Additional Database Objects	
13	4/6	Ch 13 User Creation/Management	HW 5
14	4/13	Ch 15 Introduction to PL/SQL	
15	4/20	Ch 16 Cursors and Exceptions; <i>Exam (Thursday) Chapters 8–13, 15–16</i>	
15	4/27	Ch 14 Formatting Readable Output	HW 6

Class preparation: Preparation is necessary for learning. For this class, reading the textbook chapters before coming to class is an absolute necessity. If necessary, quizzes will be given to ensure your interest in reading the textbook. Keep in mind that this course is not about programming but about how programming languages work. Students need to gain understanding first before putting things in practice. It is a fair assumption that all the suggested readings will be covered by exams.

Contact: Students are encouraged to visit with me. Most problems can be resolved more efficiently and effectively by personal visit. In particular, it may not be the best way to send an e-mail on the due day of an assignment asking a help for the assignment.

Should e-mails are preferred, students should use the e-mail address of the instructor at the beginning of this syllabus. Only the e-mails sent to this account will be responded.

The subject line of any e-mails sent to the instructor should start with “[IST261]”. Otherwise, the e-mails may not be responded properly in a timely manner. Emails sent after hours or weekend

²Defined in the Undergraduate Catalog.

will be replied the next school day.

A useful information on how students can forward their Marshall emails to an address of their choosing can be found at <http://www.marshall.edu/muonline/e-mail/>.

University policies: By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to <http://www.marshall.edu/academic-affairs> and clicking on “Marshall University Policies.” Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/?page_id=802.

Academic Dishonesty/ Excused Absence Policy for Undergraduates/ Computing Services Acceptable Use/ Inclement Weather/ Dead Week/ Students with Disabilities/ Academic Forgiveness/ Academic Probation and Suspension/ Academic Rights and Responsibilities of Students/ Affirmative Action/ Sexual Harassment