Instructor
Dr. Kumar Mehta
Office: Enterprise Hall 145
Contact: e-mail: kmehta1@gmu.edu; Off: (703) 993-9412; Office Hours: MWTR 1:00 to 2:00 PM or by appointment

Course Materials
b. Required Software: Microsoft Access 2007 and Microsoft Visio Professional 2007 are required for this course. These software are available for free download and installation on your personal computers through the Microsoft Developer Network Academic Alliance (MSDNAA).

Course Description
Computerized databases are vital to the functioning of modern organizations. Businesses collect large amount of data such as names, addresses, and credit card numbers on a daily basis. All this information is stored in databases. With the proliferation of the Internet and the means to capture data in computerized form, a vast amount of data is available at the click of a mouse button. Organizing these data for ease of retrieval and maintenance is paramount. Thus managing databases has become a vital task in most organizations. In this course, we will study the fundamental concepts and techniques of modeling and designing relational databases. We will discuss why databases are used, and describe the main components of database management systems. Further, we will cover the fundamental Structured Query Language (SQL) statements used to define and process databases. Using a wealth of sample databases and examples, students will gain skills to systematically solve basic and advanced problems in query formulation, data modeling, and normalization. The course will use Microsoft Access as the relational database management system to implement the concepts covered in class.

Learning Objectives
a. Describe the components of a database management system
b. Introduce the relational model and define key relational database terms.
c. Apply the Structured Query Language (SQL).
d. Model relational databases using Microsoft Visio.
e. Design practical databases using Microsoft Access and Microsoft SQL Server

Grading
Students must be officially registered in this course to receive a grade. It is the sole responsibility of the student to verify their own registration status. Specifically, you will not receive a grade if your name does not appear on the official class list. (Don’t wait until the end of the semester to be surprised.) Registration problems should be directed to either the SOM Office of Student Services or the Registrar’s Office. Grading for the course will be based on total points earned by the end of the course. Final course letter grade assignments, will be as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A+</td>
<td>93% - 100%</td>
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<tr>
<td>A</td>
<td>90% - 93%</td>
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<tr>
<td>A-</td>
<td>87% - 90%</td>
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<tr>
<td>B+</td>
<td>87% - 89.99%</td>
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<tr>
<td>B</td>
<td>83% - 87.99%</td>
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<tr>
<td>B-</td>
<td>80% - 82.99%</td>
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<td>C+</td>
<td>76% - 79.99%</td>
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<tr>
<td>C</td>
<td>70% - 75.99%</td>
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<tr>
<td>C-</td>
<td>64% - 69.99%</td>
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<td>D</td>
<td>below 64%</td>
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<tr>
<td>Mid Term Exam = 25%</td>
<td>Final Exam = 35%</td>
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<tr>
<td>4 out of 5 Quizzes = 20%</td>
<td>4 assignments = 20%</td>
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<td>Total = 100%</td>
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Attendance
Class Attendance is your responsibility, and you are solely responsible for all assignments, material presented/provided and announcements made in class.

Make up Exams/Quizzes
Barring extenuating circumstances no exceptions will be made for absence. Final exam due date/time will not be rescheduled. Adequate proof needs provided to prove extenuating circumstances. Work related time conflict does not constitute extenuating circumstance. If you have any work related time conflict, you need to resolve it in advance. The decision regarding make up will be made at the sole discretion of the instructor. Missed exams/quizzes will be assigned a score of zero. In no case will any extra credit assignments be offered.
Learning Goals
Learning goals for the SOM Undergraduate Programs
a. Our students will be competent in their discipline.
b. Our students will be aware of the uses of technology in business.
c. Our students will be effective communicators.
d. Our students will have an interdisciplinary perspective.
e. Our students will be knowledgeable about global business and trade.
f. Our students will recognize the importance of ethical decisions.
g. Our students will be knowledgeable about the legal environment of business.
h. Our students will be knowledgeable about team dynamics and the characteristics of effective teams.
i. Our students will understand the value of diversity and the importance of managing diversity in the context of business.
j. Our students will be critical thinkers.

Learning Goals of the Information Systems and Operations Management Program
a. Apply knowledge of information technology and business functions to understand its application in assessing, designing and improving business processes.
b. Develop data organization, storage and processing solutions to support organizational needs for information management. They will also have the option of developing skills in the area of supporting decision making through business intelligence solutions.
c. Use knowledge of computer networks as part of the IT solutions for improving business processes. They will also have option of developing more advanced skills in the areas of network and security.
d. Effectively manage information technology projects.
e. Understand the overall systems development life cycle and be able to recommend IT system solutions accordingly. They will also have option of learning appropriate development tools to develop prototype of IT solutions for business management.

Disability
All academic accommodations due to disability must be arranged through the Disability Resource Center (DRC). If you are a student with a disability and you require academic accommodations, please contact the DRC at 993-2474. I will cooperate fully with the DRC to accommodate a student’s special needs.

Honor Code
GMU students are expected to be familiar with the Honor Code of George Mason University and with its specific application to exams, assignments, and class work required by faculty in the program. If you are in doubt about how the honor system applies to a particular assignment or class, it is your responsibility to clarify the requirements with the professor. Concerns about breaches of the honor system may be discussed with the with the professor, or with the Associate Dean of the School of Management. More detail on honor code below.

Communications
All communications from me to you will be directed via e-mail. I will address all of my e-mails to your @gmu.edu e-mail address for concerns of privacy and confidentiality. If you use another e-mail account as your primary e-mail, please be sure to forward your gmu e-mail to that account.

Your communications with me – e-mail is the preferred channel of communication, since it ensures your accessibility to me irrespective of where I may be. You should always feel free to send me an e-mail, no matter if it is a question, comment, concern, something interesting you came across (related to class or otherwise), etc. Basically – when in doubt, decide in favor of clicking the “send” button.

Quiz/Homework/Exam Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Quiz/Homework/Exam</th>
<th>Date</th>
<th>Quiz/Homework/Exam</th>
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<tbody>
<tr>
<td>May 21</td>
<td></td>
<td>June 6</td>
<td>Quiz 3</td>
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<tr>
<td>22</td>
<td></td>
<td>7</td>
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<tr>
<td>23</td>
<td>Quiz 1</td>
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<td>24</td>
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<td>12</td>
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<tr>
<td>28</td>
<td>Holiday -- No Class</td>
<td>13</td>
<td>Quiz 4</td>
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<td>29</td>
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<td>14</td>
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<td>30</td>
<td>Quiz 2</td>
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<td>31</td>
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<td>19</td>
<td>Quiz 5</td>
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<td>June 4</td>
<td>Mid-Term</td>
<td>20</td>
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<tr>
<td>5</td>
<td></td>
<td>June 21</td>
<td>FINAL EXAM (begins 10:30 AM)</td>
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</tbody>
</table>
HONOR CODE

To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the GMU community and with the desire for greater academic and personal achievement, we, the student members of the University Community have set forth this honor code:

Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work. The Honor Code of George Mason University deals specifically with cheating and attempted cheating, plagiarism, lying, and stealing.

A. Cheating encompasses the following:
   1. The willful giving or receiving of an unauthorized, unfair, dishonest, or unscrupulous advantage in academic work over other students.
   2. The above may be accomplished by any means whatsoever, including but not limited to the following: fraud; duress; deception; theft; trick; talking; signs; gestures; copying from another student; and the unauthorized use of study aids, memoranda, books, data, or other information.
   3. Attempted cheating.

B. Plagiarism encompasses the following:
   1. Presenting as one's own the words, the work, or the opinions of someone else without proper acknowledgment.
   2. Borrowing the sequence of ideas, the arrangement of material, or the pattern of thought of someone else without proper acknowledgment.

C. Lying encompasses the following:
   The willful and knowledgeable telling of an untruth, as well as any form of deceit, attempted deceit, or fraud in an oral or written statement relating to academic work. This includes but is not limited to the following:
   1. Lying to administration and faculty members.
   2. Falsifying any university document by mutilation, addition, or deletion.
   3. Lying to Honor Committee members and counsels during investigation and hearing. This may constitute a second charge, with the committee members who acted judges during that specific hearing acting as accusers.

D. Stealing encompasses the following:
   Taking or appropriating without the permission to do so, and with the to keep or to make use of wrongfully, property belonging to any of the George Mason University community or any property located on the university campus. This includes misuse of university computer resources (see the Responsible Use of Computing Policy section in the "General Policies" chapter). This section is relevant only to academic work and related materials.

Source: George Mason University Faculty Handbook http://www.gmu.edu/facstaff/handbook/aD.html