EDTC 6325 Educational Communications
E-Learning Project Part 2: Module Description and Outline
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Title: Access to Data Made Simple

Module Description

This module addresses the development of a simple database using Microsoft Office Access 2007. Designed for secondary high school students, the module provides an introduction to database education. Learners will create a database, set up tables, establish relationships between tables, create database forms, and use a database query.

Instructional Goal

Using Microsoft Access 2007, the learner will be able to create a relational database and set up database tables, establish relationships between tables, create database forms, and use a database query.

Sub Goal 1

After completing this module, the learner will be able to create a relational database with tables.

Objective 1.1

Given Access 2007 software, the learner will be able to create and name a database without assistance.

Objective 1.2

Given a database, the learner will be able to design a database table in design view with proper use of field determination and data types.

Objective 1.3

Given a database table, the learner will be able to enter records in a table in datasheet view without assistance.

Sub Goal 2

After completing this module, the learner will be able to establish and manage relationships between tables in a relational database.

Objective 2.1

Given a database table, the learner will be able to designate a primary key without error.

Objective 2.2

Given several database tables, the learner will be able to establish a one-to-many relationship between two tables without error.

Objective 2.3

Given several database tables, the learner will be able to modify a relationship between two tables without error.

Sub Goal 3

After completing this module, the learner will be able to create and design a database form for data entry.

Objective 3.1

Given a database and tables, the learner will be able to design a form using design view without error.

Objective 3.2

Given a database and tables, the learner will be able to design a form using the wizard without error.

Objective 3.3

Given a database form, the learner will be able to enter data into a database form without error.

Sub Goal 4

After completing this module, the learner will be able to extract specific data from the database using a query.

Objective 4.1

Given a relational database, the learner will be able to design a query without assistance.

Objective 4.2

Given a relational database, the learner will be able to run a query without error.

Objective 4.3

Given the results of a query, the learner will be able to interpret the results without assistance.

Required Text

Rutkosky, Nita, Rutkosky-Roggenkamp, Audrey, & Seguin, Denise. (2008). Microsoft Access 2007 Benchmark Series. Saint Paul: Paradigm Publishing. ISBN 978-0-76383-364-0

Since its inception several years ago, the Benchmark Series has served as a standard of excellence in software instruction. This textbook will be a resource for the learning module.

Computer/Technical Requirements

Learners will need to have installed Microsoft Office Access 2007 on their computers before beginning the module. Internet access is required as well as a video player such as Windows Media Player or Real Player. The module is designed for the PC user platform.

Graded Assignments

1. Discussion Questions (DQs)/ Class Participation: After reading each assignment, the learner will submit his or her viewpoint to an issue question pertaining to the text through the class Discussion Forum. The questions are intended to get the student to synthesize, evaluate, and extend his or her knowledge and understanding of the material read. (4 DQs – 5 points each)

2. Project Assignments: The learner will be required to apply the database skills learned by producing assigned projects and uploading them to the instructor for grading. A grading rubric will be provided for each assignment. (4 projects - 15 points each)

3. Assessments: At the end of each lesson, a short objective (multiple choice, true-false, or matching) quiz will be given to measure understanding. (4 assessments – 5 points each)

Grading

Grades for this module will be derived as follows:

Discussion Questions (DQs)/Class Participation	20%
Project Assignments	60%
Assessments	20%

Point Distribution:

A	90-100%
B	80-89%
C	75-79%
D	70-74%
F	below 70%

All graded assignments are due on, or prior to, the due date as stated in the Course Schedule. Students who miss class with excused absences will have three class days to make up work. All project work must be completed before beginning the next lesson as each lesson will build on the one before. Late work will be subject to a 10% penalty unless prior arrangements have been made with the instructor.

Topical Outline

Lesson	Topic	Contents
Lesson 1	Database Tables	1. Creating and naming a database 2. Setting up table fields 3. Determining field data types 4. Entering records in a table
Lesson 2	Relationships Between Tables	1. Designating a primary key 2. Establishing a one-to-many relationship 3. Modifying a relationship between tables
Lesson 3	Database Forms	1. Designing a form in design view 2. Designing a form using the wizard 3. Entering data into a form
Lesson 4	Database Queries	1. Designing a query 2. Running a query 3. Understanding query results