### CIS 111 Week 7 Part 1 Assignment Schedule

**Excel, Access, HTML Discovering Computers, important info SAM exams, quizzes Hyperlinks Due dates**

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| **Date** | **Topic** | **✓** | **Assignments** | **REAL Due Dates** |
| **Week 7**  **Part 1**  **Monday,**  **May 19.** | **1.** [**Use weekly checklist**](https://youtu.be/thDtf0ajU2s)    **2. SAM Practice Exam**  **3. SAM Real Exam**  **4. Watch videos**  **5. Download folder**  **6. Access – Module 4 – Creating Reports & Forms** |  | **-Use checklist to keep track of your completed assignments.**    **-SAM Access Module 3 practice exam**  **-SAM Access Module 3 REAL exam**   * **As you progress through Module 4, these videos will help you understand the concepts and techniques.**   **-**[**Creating Reports, Deleting Fields, Print Preview, Saving, Exporting**](http://www.gcflearnfree.org/access2016/creating-reports/1/) **(use numbers at bottom of information on first page to advance to more videos/information.)**   * **-**[**Enforce Referential Integrity**](https://www.youtube.com/watch?v=MtFcBnuoqow)   **-**[**Advanced Report Options, Formatting, Header/Footer, Page Numbering, Add Logo, Themes and Fonts**](http://www.gcflearnfree.org/access2016/advanced-report-options/1/) **(use numbers at bottom of information on first page to advance to more videos/information.)**  **-Download Access Module 4 from Watson’s Website** [**Folders page**](http://csjava.occ.cccd.edu/~watsonm/E_notebook/Downloading%20the%20E-notebook%20CS111%20.html)**. Unzip & re-label. Save all SAM Access projects in the Access folder.**  **-Login to SAM and download Project for Textbook Access Module 4 start file. Save into Access Module 4 folder.**  **-Use the SAM start file to complete the step-by-step instructions for “Vets…” database in Module 4 chapter.**  **-There are no videos for Access Module 4. Use textbook instructions to do the project.**  **-Upload “Vets…” database start file back into SAM for grading. Look at the graded report in SAM and fix errors to re-upload for a better score.**  **-Delete ‘extra’ files from Module 4 folder (the files not used).** | **SAM Access Module 3 Exam due by Thursday, May 22, midnight.**  **Access Module 4 folder due Thursday, May 22, midnight.** |
|  | **7. SAM Access Training**  **8. SAM Project**  **9. SAM Practice Exam**  **10. SAM REAL Exam**  **11. Turn in folder**  **12. Watch videos**  **13. DC Module 11**  **14. SAM DC Quiz – Ch 11**  **15. FYI** |  | **-Complete SAM Training for Access Module 4 Training.**  **-Complete SAM Project Access Module 4. Upload for grading in SAM.**  **-SAM Module 4 practice exam is not required but strongly recommended.**  **-SAM Module 4 REAL exam. You get only one try on REAL exams.**  **-Close all files inside the module folder.**  **-Close the folder, too.**  **-Drag your folder to my shared Google Drive.**  **-**[**A Day in the Life of a Database Manager**](http://www.youtube.com/watch?v=Ntdpw4jAz0M)  **-**[**Database Administration as a Career**](http://www.youtube.com/watch?v=Y7iIZYkwR9I&feature=related)  **-**[**Database Trends**](https://www.youtube.com/watch?v=XhZEsBGdHRQ)  **-**[**Changes to Computer Thinking**](https://www.youtube.com/watch?v=J9LK6EtxzgM)  **-Read DC Module 11, “Information & Data Management…”.**  **-Complete the SAM DC Quiz 11, “Information & Data Management…:**  **-** [**Watch this video to learn about OneDrive**](https://support.office.com/en-us/article/Video-What-is-OneDrive-personal-a7707a86-7a07-4147-839a-40928b7f1d2c)  **-** [**Video for signing in or creating a OneDrive Account.**](https://support.office.com/en-us/article/Sign-in-or-create-an-account-for-OneDrive-3adf09fd-90e3-4420-8c4e-b55e2cde40d2?ui=en-US&rs=en-US&ad=US)  **-** [**Login to OneDrive or Create OneDrive Account**](https://onedrive.live.com/about/en-us/)  **If you already have a OneDrive account, do not create a 2nd one. Use OneDrive for free storage and online Office applications.** | **SAM training and projects due Thursday, May 22, midnight.**  **SAM Access Module 4 Exam due Thursday, May 22, midnight.**  **Module 7 folder due Thursday, May 22, midnight.**  **Complete DC Ch 11 reading before attempting Quiz 11.**  **SAM Quiz for DC Ch 11 due Thursday, May 22, midnight.** |
|  | **16.** [**Blog**](http://www.blogger.com/) **&** [**Gmail**](http://www.gmail.com/) |  | **-Check your personal email 3 to 4 times throughout the week.** |  |