

CIS 111 Week 7 Part 1 Assignment Schedule

Excel, Access, HTML

Discovering Computers, important info

SAM exams, quizzes

Hyperlinks

Due dates

Date	Topic	✓	Assignments	REAL Due Dates
Week 7 Part 1 Monday, May 19.	1. Use weekly checklist	<input type="checkbox"/>	-Use checklist to keep track of your completed assignments.	<input type="checkbox"/> SAM Access Module 3 Exam due by Thursday, May 22, midnight.
	2. SAM Practice Exam	<input type="checkbox"/>	-SAM Access Module 3 practice exam	
	3. SAM Real Exam	<input type="checkbox"/>	-SAM Access Module 3 REAL exam	
	4. Watch videos	<input type="checkbox"/>	As you progress through Module 4, these videos will help you understand the concepts and techniques. - Creating Reports, Deleting Fields, Print Preview, Saving, Exporting (use numbers at bottom of information on first page to advance to more videos/information.) - Enforce Referential Integrity - Advanced Report Options, Formatting, Header/Footer, Page Numbering, Add Logo, Themes and Fonts (use numbers at bottom of information on first page to advance to more videos/information.)	<input type="checkbox"/> Access Module 4 folder due Thursday, May 22, midnight.
	5. Download folder	<input type="checkbox"/>	-Download Access Module 4 from Watson's Website Folders page . Unzip & re-label. Save all SAM Access projects in the Access folder.	
	6. Access – Module 4 – Creating Reports & Forms	<input type="checkbox"/>	-Login to SAM and download Project for Textbook Access Module 4 start file. Save into Access Module 4 folder.	
		<input type="checkbox"/>	-Use the SAM start file to complete the step-by-step instructions for "Vets..." database in Module 4 chapter.	
		<input type="checkbox"/>	-There are no videos for Access Module 4. Use textbook instructions to do the project.	
		<input type="checkbox"/>	-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.	
		<input type="checkbox"/>	-Delete 'extra' files from Module 4 folder (the files not used).	

Instructor reserves the right to make changes as deemed necessary and/or appropriate.

	<p>7. SAM Access Training 8. SAM Project</p> <p>9. SAM Practice Exam 10. SAM REAL Exam</p> <p>11. Turn in folder</p> <p>12. Watch videos</p> <p>13. DC Module 11</p> <p>14. SAM DC Quiz – Ch 11</p> <p>15. FYI</p>	<input type="checkbox"/> -Complete SAM Training for Access Module 4 Training. <input type="checkbox"/> -Complete SAM Project Access Module 4. Upload for grading in SAM. <input type="checkbox"/> -SAM Module 4 practice exam is not required but strongly recommended. <input type="checkbox"/> -SAM Module 4 REAL exam. You get only one try on REAL exams. <input type="checkbox"/> -Close all files inside the module folder. <input type="checkbox"/> -Close the folder, too. <input type="checkbox"/> -Drag your folder to my shared Google Drive. <input type="checkbox"/> - A Day in the Life of a Database Manager <input type="checkbox"/> - Database Administration as a Career <input type="checkbox"/> - Database Trends <input type="checkbox"/> - Changes to Computer Thinking <input type="checkbox"/> -Read DC Module 11, “Information & Data Management...”. <input type="checkbox"/> -Complete the SAM DC Quiz 11, “Information & Data Management...:”. <input type="checkbox"/> - Watch this video to learn about OneDrive <input type="checkbox"/> - Video for signing in or creating a OneDrive Account. <input type="checkbox"/> - Login to OneDrive or Create OneDrive Account If you already have a OneDrive account, do not create a 2 nd one. Use OneDrive for free storage and online Office applications.	<input type="checkbox"/> SAM training and projects due Thursday, May 22, midnight. <input type="checkbox"/> SAM Access Module 4 Exam due Thursday, May 22, midnight. <input type="checkbox"/> Module 7 folder due Thursday, May 22, midnight. <input type="checkbox"/> Complete DC Ch 11 reading before attempting Quiz 11. <input type="checkbox"/> SAM Quiz for DC Ch 11 due Thursday, May 22, midnight.
	16. Blog & Gmail	<input type="checkbox"/> -Check your personal email 3 to 4 times throughout the week.	

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