



MONASH University
Information Technology

FIT1004
Data management

Unit Guide

Semester 2, 2014

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Table of Contents

<u>FIT1004 Data management - Semester 2, 2014</u>	1
<u>Mode of Delivery</u>	1
<u>Workload Requirements</u>	1
<u>Additional workload requirements</u>	1
<u>Unit Relationships</u>	1
<u>Prohibitions</u>	1
<u>Chief Examiner</u>	2
<u>Campus Lecturer</u>	2
<u>Clayton</u>	2
<u>Gippsland</u>	2
<u>South Africa</u>	2
<u>Malaysia</u>	2
<u>Your feedback to Us</u>	2
<u>Previous Student Evaluations of this Unit</u>	2
<u>Academic Overview</u>	3
<u>Learning Outcomes</u>	3
<u>Unit Schedule</u>	4
<u>Teaching Approach</u>	4
<u>Assessment Summary</u>	5
<u>Assessment Requirements</u>	6
<u>Assessment Policy</u>	6
<u>Assessment Tasks</u>	6
<u>Participation</u>	6
<u>Examinations</u>	8
<u>Examination 1</u>	8
<u>Learning resources</u>	8
<u>Feedback to you</u>	8
<u>Extensions and penalties</u>	9
<u>Returning assignments</u>	9
<u>Resubmission of assignments</u>	9
<u>Referencing requirements</u>	9
<u>Assignment submission</u>	9
<u>Online submission</u>	10
<u>Required Resources</u>	10
<u>Recommended Resources</u>	10
<u>Additional subject costs</u>	11
<u>Other Information</u>	12
<u>Policies</u>	12
<u>Faculty resources and policies</u>	12
<u>Graduate Attributes Policy</u>	12
<u>Student Charter</u>	12
<u>Student services</u>	12
<u>Monash University Library</u>	13
<u>Disability Liaison Unit</u>	13
<u>Other</u>	13

FIT1004 Data management - Semester 2, 2014

This unit will provide an introduction to the concepts of database design and usage and the related issues of data management. Students will develop skills in planning, designing, and implementing a data model using an enterprise-scale relational database system (Oracle). Methods and techniques will also be presented to populate, retrieve, update and implement integrity features on data in the implemented database system.

Manipulation of a database necessarily raises issues of data collection/creation and management, data rights (ownership, copyright, access, privacy etc) and data curation, which this unit will also address.

Mode of Delivery

- Clayton (Day)
- Gippsland (Off-campus)
- Malaysia (Day)
- South Africa (Day)

Workload Requirements

Minimum total expected workload equals 12 hours per week comprising:

(a.) Contact hours for on-campus students:

- Two hours lectures
- Two hours laboratories

(b.) Study schedule for off-campus students:

- Off-campus students generally do not attend lecture, tutorial and laboratory sessions, however should plan to spend equivalent time working through the relevant resources and participating in discussion groups each week.

(c.) Additional requirements (all students):

- A minimum of 8 hours independent study per week for completing lab and project work, private study and revision.

Additional workload requirements

Pre-lecture reading and attempting exercises is a wise thing for all students to do.

Unit Relationships

Prohibitions

BUS3112, CPE2005, CSE2132, CSE2138, CSE2316, CSE3180, CSE3316, FIT2010, GCO2815, IMS1907, IMS2112, MMS2801

Chief Examiner

Dr Maria Indrawan-Santiago

Campus Lecturer

Clayton

David Dowe

Gippsland

Shyh Wei Teng

South Africa

Braam van der Vyver

Malaysia

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Your feedback to Us

Monash is committed to excellence in education and regularly seeks feedback from students, employers and staff. One of the key formal ways students have to provide feedback is through the Student Evaluation of Teaching and Units (SETU) survey. The University's student evaluation policy requires that every unit is evaluated each year. Students are strongly encouraged to complete the surveys. The feedback is anonymous and provides the Faculty with evidence of aspects that students are satisfied and areas for improvement.

For more information on Monash's educational strategy, see:

www.monash.edu.au/about/monash-directions/ and on student evaluations, see:
www.policy.monash.edu/policy-bank/academic/education/quality/student-evaluation-policy.html

Previous Student Evaluations of this Unit

Based on previous student feedback this unit is considered to be well structured and no changes have been made for this semester.

If you wish to view how previous students rated this unit, please go to
<https://emuapps.monash.edu.au/unitevaluations/index.jsp>

Academic Overview

Learning Outcomes

At the completion of this unit, students should be able to:

- explain the motivations behind the development of database management systems;
- describe the underlying theoretical basis of the relational database model and apply the theories into practice;
- develop a sound database design;
- develop a database based on a sound database design;
- construct queries that meet user requirements;
- use data modelling and database development tools effectively.

Unit Schedule

Week	Activities	Assessment
0	Please check the Moodle 2 site: http://moodle.vle.monash.edu/	No formal assessment or activities are undertaken in week 0
1	Introduction to Data Management (and Peer Instruction)	Pre-lecture online quizzes and participation in lectures, tutorials or forums due weekly
2	Data Quality and Metadata	
3	Database Systems	
4	SQL	
5	Advanced SQL (SQL queries 2)	
6	Advanced SQL (continued, or SQL queries 3)	
7	Transactions and Concurrency Management	Assignment 1: SQL Data Definition and Data Manipulation due
8	Conceptual Design	
9	Normalisation	
10	Logical and Physical Design	Assignment 2 (Part A): Initial Conceptual Design due
11	Database Design Case Study	
12	Database Administration / Data Rights and Curation	Assignment 2 (Part B): Full Database Design due
	SWOT VAC	No formal assessment is undertaken in SWOT VAC
	Examination period	LINK to Assessment Policy: http://policy.monash.edu.au/policy-bank/academic/education/assessment/assessment-in-coursework-policy.html

*Unit Schedule details will be maintained and communicated to you via your learning system.

Teaching Approach

- **Peer assisted learning**

This teaching and learning approach will be adopted at Clayton campus. This teaching and learning approach provides facilitated learning, practical exploration and peer learning, where you are required to prepare for and participate in all activities in order for you to achieve a successful outcome in this unit.

- **Lecture and tutorials or problem classes**

This teaching and learning approach helps students to initially encounter information at lectures, discuss and explore the information during tutorials, and practice in a hands-on lab environment.

Assessment Summary

Examination (3 hours): 50%; In-semester assessment: 50%

Assessment Task	Value	Due Date
Pre-lecture online quizzes	5%	Weekly. The exact due date will be announced as Moodle's quiz notification.
Participation in lectures, tutorials or forums	5%	Weekly
Assignment 1: Data Definition and Data Manipulation	20%	Week 7
Assignment 2 (Part A): Initial Conceptual Design	Hurdle to the submission of Assignment 2 Part B	Week 10
Assignment 2 (Part B): Full Database Design	20%	Week 12
Examination 1	50%	To be advised

Assessment Requirements

Assessment Policy

Faculty Policy - Unit Assessment Hurdles

(<http://intranet.monash.edu.au/infotech/resources/staff/edgov/policies/assessment-examinations/assessment-hurdles>)

Academic Integrity - Please see resources and tutorials at

<http://www.monash.edu/library/skills/resources/tutorials/academic-integrity/>

Assessment Tasks

Participation

- **Assessment task 1**

Title:

Pre-lecture online quizzes

Description:

Students will be asked to complete online quizzes in Moodle based on the prescribed reading of the week.

Weighting:

5%

Criteria for assessment:

The average marks across a number of quizzes from week 2 to week 12.

Due date:

Weekly. The exact due date will be announced as Moodle's quiz notification.

- **Assessment task 2**

Title:

Participation in lectures, tutorials or forums

Description:

Clayton campus:

Participation will be marked during lecture sessions using the response systems.

South Africa and Malaysia campuses:

Participation will be marked during tutorial classes.

Off campus learning (OCL):

Participation will be based on the participation of weekly discussion forum.

Weighting:

5%

Criteria for assessment:

Clayton campus:

Students' answers during the peer instruction session will not be graded based on correctly answering questions. The grade will be based on participation. **A full mark will be awarded if student answers at least 80% of the questions throughout the**

semester. 0 mark will be awarded if student answers less than 80% of total questions presented in the semester during lecture.

South Africa and Malaysia campuses:

Completion of specific tutorial questions instructed by the tutors during weekly tutorial classes.

Off campus learning (OCL)

Participation on the forum on a specific tutorial question as instructed by the OCL leader.

Due date:

Weekly

• **Assessment task 3**

Title:

Assignment 1: Data Definition and Data Manipulation

Description:

Given a database design and sample data, students will be required to create tables, populating the tables using appropriate SQL statements and retrieving the data from the tables.

Weighting:

20%

Criteria for assessment:

Task Criteria:

- ◆ Correct application of SQL statements to create table according to a given database design.
- ◆ Correct application of SQL statements to populate the tables using some sample data.

Due date:

Week 7

• **Assessment task 4**

Title:

Assignment 2 (Part A): Initial Conceptual Design

Description:

Students will be supplied with a case study and asked to model this using Entity Relationship modelling. This part of assignment 1 will require the submission of a "beginning" conceptual design.

Weighting:

Hurdle to the submission of Assignment 2 Part B

Criteria for assessment:

Student designs will not be graded. Tutors will discuss with each student individually during tutorials their submitted design, against the case study, as a first stage of the database design task. This task is a hurdle requirement, students who do not submit this task will not be able to submit assignment 1 Part B.

Due date:

Week 10

• Assessment task 5

Title:

Assignment 2 (Part B): Full Database Design

Description:

Based on the feedback from Assignment 2 Part A and the supplied case study, students will be required to complete the database design and produce a logical model. The final design will be tested by implementing the logical Entity-Relationship Diagram (ERD) in Oracle via a set of 'create table' statements.

Please note that this assignment will *not be available* unless you have already submitted assignment 2 Part A.

Weighting:

20%

Criteria for assessment:

Task Criteria:

- ◆ Correct application of normalisation process with use of dependency diagrams at each normal form
- ◆ Correct Logical ERD model created including - entities, PK's, attributes, relationships (connectivity and participation)
- ◆ Generated Oracle schema file executes correctly against Oracle to produce valid database structure

Due date:

Week 12

Examinations

• Examination 1

Weighting:

50%

Length:

3 hours

Type (open/closed book):

Closed book

Electronic devices allowed in the exam:

None

Learning resources

Monash Library Unit Reading List (if applicable to the unit)

<http://readinglists.lib.monash.edu/index.html>

Faculty of Information Technology [Style Guide](#)

Feedback to you

Examination/other end-of-semester assessment feedback may take the form of feedback classes, provision of sample answers or other group feedback after official results have been published. Please check with your lecturer on the feedback provided and take advantage of this prior to requesting individual consultations with staff. If your unit has an examination, you may request to view your

Assessment Requirements

examination script booklet, see

<http://intranet.monash.edu.au/infotech/resources/students/procedures/request-to-view-exam-scripts.html>

Types of feedback you can expect to receive in this unit are:

- Informal feedback on progress in labs/tutes
- Graded assignments without comments
- Quiz results
- Solutions to tutes, labs and assignments

Extensions and penalties

Submission must be made by the due date otherwise penalties will be enforced.

You must negotiate any extensions formally with your campus unit leader via the in-semester special consideration process: <http://www.monash.edu.au/exams/special-consideration.html>

Returning assignments

Students can expect assignments to be returned within two weeks of the submission date or after receipt, whichever is later.

Resubmission of assignments

At the Chief Examiner's discretion, students may be permitted to resubmit assignments where *serious* medical issues or problems have impacted a student's work.

Referencing requirements

Students are required to use the APA style of referencing for this unit - details are available from:

- <http://www.lib.monash.edu.au/tutorials/citing/apa.html>
- <http://guides.lib.monash.edu/content.php?pid=88267&sid=656564>
- Chapter 10 of the Faculty of Business and Economics Q Manual (<http://www.buseco.monash.edu.au/publications/qmanual/qmanual.pdf>)

Assignment submission

It is a University requirement

(<http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-academic-integrity-managing-pla>

for students to submit an assignment coversheet for each assessment item. Faculty Assignment coversheets can be found at <http://www.infotech.monash.edu.au/resources/student/forms/>. Please check with your Lecturer on the submission method for your assignment coversheet (e.g. attach a file to the online assignment submission, hand-in a hard copy, or use an online quiz). Please note that it is your responsibility to retain copies of your assessments.

Online submission

Please submit your work via the learning system for this unit, which you can access via links in the my.monash portal.

Unless informed otherwise, students will submit their assignments in 2 places online (Moodle and Damocles) and also in printed hard copy.

Required Resources

Please check with your lecturer before purchasing any Required Resources. Limited copies of prescribed texts are available for you to borrow in the library, and prescribed software is available in student labs.

If students wish to work on this unit *from home*, you will require a copy of SQL Developer. Please see the links below in Recommended Resources. Both items of software should be both readily available and free of charge - and it is suggested you obtain a copy from the Moodle unit web site.

TEXTBOOK

Rob, P., Morris, S. and Coronel, C. (2014), *Database Systems* 11th Edition, Cengage Learning, 2014

This text is available from the Monash University Book Shops. Availability from other suppliers cannot be assured. The Bookshop orders texts in specifically for this unit. You are advised to purchase your text book early.

The text is also available as an eBook from Cengage Learning. The URL to the eBook version on the Cengage site is: <http://www.cengagebrain.com.au> . The Cengage (CourseSmart) book format is HTML5 and thus can be read on a range of devices, markup (notes and highlighting) and a number of other functions are possible. The eReader FAQ is available from <http://www.cengagebrain.com.au/shop/FAQ.html> .

Recommended Resources

This unit will make use of the Oracle 11G database running on the Monash ITS server zebra.its.monash.edu.au. All students will have an account on this server which will suffice for all database work this semester.

Although it is **not required**, if students wish to run a database server at home they can download Oracle XE (eXpress Edition) from the unit Moodle site or directly from the Oracle technet site:

- <http://www.oracle.com/technology/software/products/database/xe/index.html>

Please note:

1. for technet, registration (free) is required, and
2. this is a large download (around 200Mb) and **should not be attempted** without first consulting your campus lecturer.

The client software for accessing Oracle (SQLDeveloper) will be available in the labs. It will also be available via a download from the Moodle site for installation at home. SQLDeveloper is also available, after registration (free), from the technet site:

Assessment Requirements

- <http://www.oracle.com/technology/software/products/sql/index.html>

Additional subject costs

On Campus students are required to purchase a Turning Point clicker from the Campus Bookstore or directly from the Australian Distributor.

Other Information

Policies

Monash has educational policies, procedures and guidelines, which are designed to ensure that staff and students are aware of the University's academic standards, and to provide advice on how they might uphold them. You can find Monash's Education Policies at:

www.policy.monash.edu.au/policy-bank/academic/education/index.html

Key educational policies include:

- Student Academic Integrity Policy and Student Academic Integrity: Managing Plagiarism and Collusion Procedures ;
<http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-academic-integrity-policy.h>
- Assessment in Coursework Programs;
<http://www.policy.monash.edu/policy-bank/academic/education/assessment/assessment-in-coursework-po>
- Special Consideration;
<http://www.policy.monash.edu/policy-bank/academic/education/assessment/special-consideration-policy.ht>
- Grading Scale;
<http://www.policy.monash.edu/policy-bank/academic/education/assessment/grading-scale-policy.html>
- Discipline: Student Policy;
<http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-discipline-policy.html>
- Academic Calendar and Semesters; <http://www.monash.edu.au/students/dates/>
- Orientation and Transition; <http://intranet.monash.edu.au/infotech/resources/students/orientation/>
- Academic and Administrative Complaints and Grievances Policy;
<http://www.policy.monash.edu/policy-bank/academic/education/management/complaints-grievance-policy.h>

Faculty resources and policies

Important student resources including Faculty policies are located at

<http://intranet.monash.edu.au/infotech/resources/students/>

Graduate Attributes Policy

<http://www.policy.monash.edu/policy-bank/academic/education/management/monash-graduate-attributes-policy.h>

Student Charter

www.opq.monash.edu.au/ep/student-charter/monash-university-student-charter.html

Student services

The University provides many different kinds of support services for you. Contact your tutor if you need advice and see the range of services available at <http://www.monash.edu.au/students>. For Malaysia see <http://www.monash.edu.my/Student-services>, and for South Africa see <http://www.monash.ac.za/current/>.

Monash University Library

The Monash University Library provides a range of services, resources and programs that enable you to save time and be more effective in your learning and research. Go to www.lib.monash.edu.au or the library tab in [my.monash](#) portal for more information. At Malaysia, visit the Library and Learning Commons at <http://www.lib.monash.edu.my/>. At South Africa visit <http://www.lib.monash.ac.za/>.

Disability Liaison Unit

Students who have a disability or medical condition are welcome to contact the Disability Liaison Unit to discuss academic support services. Disability Liaison Officers (DLOs) visit all Victorian campuses on a regular basis.

- Website: <http://www.monash.edu/equity-diversity/disability/index.html>
- Telephone: 03 9905 5704 to book an appointment with a DLO; or contact the Student Advisor, Student Community Services at 03 55146018 at Malaysia
- Email: dlu@monash.edu
- Drop In: Equity and Diversity Centre, Level 1, Building 55, Clayton Campus, or Student Community Services Department, Level 2, Building 2, Monash University, Malaysia Campus

Other

Getting the most from your studies in this unit:

Lecture: During the lecture, your lecturer will conduct the peer instruction session.

- Prior to the lecture
 - ◆ reading the prescribed reading from the textbook
 - ◆ complete the pre-lecture quiz in Moodle,
- During the lecture
 - ◆ **participate in the peer instruction activities, question, seek clarification**
- After the lecture
 - ◆ read over your notes and make sure you understand the concepts
 - ◆ **seek help** if you are unsure

Laboratory/Tutorials: The labs consist of a set of graded exercises which allow you to put the theory presented in the lecture to work in creating, designing and using data and databases. The labs will also include issues that you will need to discuss with your fellow classmates and tutors. Before the lab you should carefully read through the lab activities. The teaching staff will presume that you have completed all the posted lab tasks each week and build subsequent activities on this assumption. For this reason it is very important that you complete all the posted tasks (**please note you will not be able to complete them in the allocated 2 hours, these will be completed in your self study 8 hours**). Given the cumulative nature of the learning, it is easy to fall behind if either you do not complete the required work or fail to understand key tasks/concepts. If you are having problems with lab exercises, please ensure you **speak to your tutor** and gain some assistance.

Off Campus students: Off campus students should pay particular attention to the Moodle OCL discussion forum for matters specifically related to them.