

Course Information

Distance Learning Course: DBA 110.71 Database Concepts

Course format: Internet

Textbook: Benchmark Access 2013 Levels 1&2 text w/data files CD and SNAP 2013 -- ISBN: 9780763854034

Course Prerequisites/ Corequisites: None

Instructor Information	
Name	Donna Smith
Office phone number	336-599-1181, ext. 2196
E-mail address	Donna.smith@piedmontcc.edu
Office location	L128
Office hours	

Types of Required Assignments	Frequency of Assignment
Class Labs	TBD
Discussion Forums	TBD
Projects	TBD
Tests/Exams	TBD
Quizzes	TBD
Journal Entries	0
Writing Assignments	0
Other	SNAP assignments

Course Policies and Requirements	Hours
Average number of hours per week to be successful in a 12 to 16 week course	8-10
Average number of hours per week to be successful in a 8 week course	
Number of proctored exams required in this course	
Number of times a student will need to travel to campus	0

Additional attendance requirements: Student is expected to stay current on assignments.

Policy on make-up exams and/or late assignments for this course: Due dates are posted. Students are given three days after the due date to submit work. After the three days have passed, a grade of zero is issued.

Software/Technical Requirements	
Do assignments require the use of supplements bundled with the text book?	Yes, SNAP
Is additional software required?	Yes, Microsoft Access 2013

Additional comments: Student should contact instructor if they are having problems. Send the file as an email attachment. Leave the error in the file. Include a detailed explanation as to your problem. This will help me help you.