LIS 668-201 - Information Systems Design

Prerequisite: LIS 636 or consent of instructor

Fall 2009
School of Library and Information Science
University of Kentucky

Course Syllabus
Revised on August 23, 2009

The content of this syllabus is subject to change with advance notice.

Instructor: Kwan Yi, Ph.D.
Office: 331 Lucille Fine Arts Little Library Building, Univ. of Kentucky
Phone: (859) 257-3853
E-Mail: kwan.yi@uky.edu
Office Hour: Tuesday & Thursday 10:00-11:00 or by appointment.

Meeting schedules in the UK Lexington campus

- 1st face-to-face in-class meeting (for lecture):
  - August 31, 2009 (Monday), 1:00 - 3:00pm
  - Place: #303 at the 3rd floor of Lucille Caudill Little Fine Arts Library building (where the School of Library and Information Science main office is located)

- 2nd face-to-face in-class meeting (for lecture):
  - November 30, 2009 (Monday), 1:00 - 3:00pm
  - Place: #303 at the 3rd floor of Lucille Caudill Little Fine Arts Library building (where the School of Library and Information Science main office is located)

- 3rd face-to-face in-class meeting (for taking final exam):
  - December 14, 2009 (Monday), 1:00 - 2:30pm
  - Place: #303 at the 3rd floor of Lucille Caudill Little Fine Arts Library building (where the School of Library and Information Science main office is located)

Course Description

Study of concepts and methods of information systems design and development with particular relevance to library and information center applications. Emphasis is given to modeling of system functions, data, and processes of computer-based information systems including the development of small-scale information systems.

Course Objective

This course is designed as a first database course for MLIS students without previous experiences. The general aim of this course is to develop an understanding for the basic concepts, principles, and hand-on experiences on database and for how data is stored and accessed in database system. Most lectures are divided into two sections for theory and practice.
Upon completion of this course, students are expected:
▪ To acquire an in-depth understanding of the fundamental concepts and theories of database and the design of information system;
▪ To understand conceptual, logical, and physical data modeling in relational database model;
▪ To understand the general process of database design and development;
▪ To understand the process of accessing databases;
▪ To gain hands-on experiences of implementing a small-scale database.

List of Topics To Be Covered
▪ Traditional file processing system vs. database approach
▪ Database development process
▪ Database analysis: conceptual database modeling
▪ Database design: relational database model and logical/physical database design
▪ Structured Query Language (SQL)

Course Schedule
Please refer to additional handout of Course Schedule for the detailed schedule.

Textbooks

Required reading:


Supplementary reading:


UK Young library has a copy of the books for supplementary reading. In addition, I reserve my own copies of the book for course reservation on Young library.

Course Assessment and Grading
- Weekly activities: 30%
- DB Assignments: 20%
- Access lab assignments: 25%
- Final exam: 25%
- Attendance to face-to-face meetings: 1%
Grading scale:
100-90 for A; 89-80 for B; 79-70 for C; E if it is 69 or less

Weekly activities:
The aim of the weekly activities is to develop an understanding for the contents covered in each week. Normally, a number of review questions (RQ) and problem sets (PS) are given to students for the activities. However, other activities can be assigned instead. Students are asked to post their answers in a discussion board in the course Blackboard. Thus, answers will be shared to all and open to discuss.

The role of instructor here is to provide comments on your answers when necessary. The role of students is not only to provide an informative and contributable answer but also to keep tracking of reading other postings in which you are not involved. Some important points that had been discussed or described during weekly activities may be re-used for the final exam.

Note that your proactive participations to weekly activities are highly recommended and expected. High level of participation in quantity and quality both will help to push your grading higher, especially in case that you are at the border between two grading scales, e.g., A and B.

Assessment of weekly activities = Quality x Weight:
Quality - None (0); Poorly or carelessly done (1); Below average; (2) Average (3); Good (4); High (5)
Weight - 1 or 2 (depending on the nature of the work in the weekly activities)

DB Assignments:
A detailed guideline will be given on the distributed date.

<table>
<thead>
<tr>
<th>Distribution</th>
<th>Assignments</th>
<th>Percent of final mark</th>
<th>Due</th>
<th>Return to you by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct. 5</td>
<td>DA#1: ER model</td>
<td>20/3%</td>
<td>Oct. 19</td>
<td>Oct. 26</td>
</tr>
<tr>
<td>Oct. 26</td>
<td>DA#2: Normalization</td>
<td>20/3%</td>
<td>Nov. 9</td>
<td>Nov. 16</td>
</tr>
<tr>
<td>Nov. 16</td>
<td>DA#3: Query</td>
<td>20/3%</td>
<td>Nov. 30</td>
<td>Dec. 7</td>
</tr>
</tbody>
</table>

Access Lab Assignments:

<table>
<thead>
<tr>
<th>Distribution</th>
<th>Assignments</th>
<th>Percent of final mark</th>
<th>Due</th>
<th>Return to you by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 31</td>
<td>AA#1:</td>
<td>3%</td>
<td>Sep. 14</td>
<td>Sep. 21</td>
</tr>
<tr>
<td>Sep. 14</td>
<td>AA#2:</td>
<td>3%</td>
<td>Sep. 28</td>
<td>Oct. 5</td>
</tr>
<tr>
<td>Sep. 28</td>
<td>AA#3:</td>
<td>3%</td>
<td>Oct. 12</td>
<td>Oct. 19</td>
</tr>
<tr>
<td>Oct. 12</td>
<td>AA#4:</td>
<td>3%</td>
<td>Oct. 26</td>
<td>Nov. 2</td>
</tr>
<tr>
<td>Oct. 26</td>
<td>AA#5:</td>
<td>3%</td>
<td>Nov. 9</td>
<td>Nov. 16</td>
</tr>
<tr>
<td>Nov. 9</td>
<td>AA#6:</td>
<td>3%</td>
<td>Nov. 31</td>
<td>Dec. 8</td>
</tr>
<tr>
<td>Nov. 30</td>
<td>AA#7:</td>
<td>3%</td>
<td>Dec. 14</td>
<td>Dec. 20</td>
</tr>
</tbody>
</table>

Final exam:
We will take a final exam on Dec. 14. A detailed guideline will be distributed approximately one month prior to taking the exam.
Late submission policy:
Ten percentages of the total score will be reduced to each day delayed if there is no instructor’s consent. The acceptable circumstances for an extension or a delay include, but not be limited to: personal illness, illness in the immediate family (physician’s certificate required), and other situations in emergency. You should contact instructor immediately when it occurs.

Course instruction via online
- This online course will be primarily conducted through the UK Blackboard system that is the most popular course management system in North America. Consequently, it is essential to be familiar with the UK Blackboard system (called Bb for this afterward) and its use. Refer to the site (http://elearning.uky.edu/index.html) on how to access the BB. Be ready with your user ‘id’ and ‘password’ to access the course shell of the LIS668. Note that the availability of the course shell will be announced through SLIS email listserv when it is ready.
- Once you log on, feel free to navigate the course shell and read information available. It is important to ensure reading all information available, as it is often the case that many students spend time in asking same information available on the Bb.
- It is obvious that a specific class day and time is not assigned to this course as this is delivered in online. Nevertheless, it will be assumed that this class is held on every Monday, unless otherwise is stated. It means that the course materials for each week will be available at the Bb usually afternoon on that day.

Blackboard use:

Contact information for Teaching and Learning Services Center:
  Website: http://www.uky.edu/TASC/
  Phone: 859-257-8272
Contact information for Information Technology Customer Service Center:
  Website: http://www.uky.edu/UKIT/
  Phone: 859-257-1300
Procedure for resolving technical complaints: contact instructor first, then TASC or ITCSC
Contact information for Distance Learning Library Services:
  Website: http://www.uky.edu/Libraries/DLLS
  Phone: 859 257-0500, ext. 2171; (800) 828-0439 (option #6)
  Email: dllservice@email.uky.edu

Communication with Instructor and E-mail policy
- Email is the best way to contact me, albeit other options (phone and visit) are still open – leave your name and message on the answering machine in case. If you have course- or content-related questions, you are strongly advised to post them onto the General Q&A discussion board of the Blackboard first, rather than sending an email to instructor directly, to share with the other students in the class. Anyone in the class can possibly answer the questions. However, instructor can be directly contacted with private/personal issues or in emergency. Students are always encouraged to contact instructor especially when in doubt in content, assignment, discussion items, schedules, etc. I’ll usually answer within 24-48 hours, but I’ll often get back to you even much faster! If there is no response within 2 days, it would
be wiser for you to RE-contact instructor. Please start your e-mail subject line with “LIS668” for quick and better attention.

- When you have any question, you must first post it on the Q&A discussion board unless it is any private issues or it needs a quick reply from instructor. Note that as for questions posted, instructor will not answer for a while, and wait for answers from students first. If no one replies or student answers are not adequate, then instructor will provide his feedback. Therefore, whenever you have question, it is wise that you should consult the discussion board first to see if same or similar questions were already posted. Again, if your question contains private matter or you do not feel to share it with the class for some other reasons, then send an email to me at kwan.yi@uky.edu.

General Course Policies (School of Library and Information Science)

Adopted May 2009
http://www.uky.edu/CIS/SLIS/academics/policies.pdf

Academic integrity
Excused absences
Incompletes
Academic accommodations due to disability
Integration of Syllabus with UK Educator Preparation Unit Themes
Integration of the Syllabus with the Themes of Diversity, Assessment, and Technology

Rule of the non-transferable:
A same work prepared and submitted by a student for this course is not allowed to be transferable to other courses. Or vise versa. That is, a same work is prohibited from being graded for multiple courses.

Frequently Asked Questions

**Question:** I passed or expected to pass the due for a quiz or a class discussion for some reasons. What should I do?
**Answer:** You need to contact the instructor BEFORE the due to avoid being penalized. It does not mean that I will always give you more time to finish it up. Nevertheless, I am relatively flexible to give you a guidance to get you out of an awkward situation which you may get into, as long as it is FAIR to everyone or there must be a reasonable excuse. However, be cautious that I can’t help you once it PASSES the due, except for emergency cases.

**Question:** I came to know that instructor sent an email to the entire class. However, I have not got any email from instructor. What is wrong with me?
**Answer:** There are two possible scenarios expected: (1) the email account you are currently in use might not be registered on the Blackboard. If that is the case, go to the site for the update: https://www.uky.edu/Blackboard/email.php; (2) a less probable scenario is that emails from instructor might be classified as spam by the email system you use and might be directly located into a special directory for spam or garbage bin directory automatically. Check your spam mails to see if there is any mail from instructor. If you are in neither of those cases, please report the
problem both Computer Help Desk in UK (http://www.coe.uky.edu/ITC/IT/helpdesk/) and instructor.

**Question:** I am new to the UK campus. How can get there? Also, how about parking in UK?

**Answer:** Here are directions to the UK campus: http://www.uky.edu/CampusGuide/campus-locator.pdf. You should be able to print this map off pretty easily. Also, refer to the general information at: http://www.uky.edu/Parking/visitor.htm

My assumption is that you are coming in on I-75/I-64, so I would recommend taking Paris Pike (27)(68) into Lexington. Paris Pike will turn into Broadway.

You’ll stay on this a bit. It will take you past Rupp Arena, etc. Stay on this and we’re going to recommend that you turn onto Bolivar St. From Bolivar pull into the back entrance of Parking Structure # 5 off of Limestone Street: Parking Structure 5 (next to Fazoli’s) does have different hours and they are usually closed on Saturdays. You can see their schedule at http://www.uky.edu/Parking/parking-structure-5.html.

There’s a crossing structure over the road from the parking structure onto main campus. I recommend you take this. We are close to the Patterson Office Tower which is the tallest white building on campus, can’t miss it.

There is also pay-parking available at William T. Young Library.

Here are driving directions directly to the Young parking lot: http://www.uky.edu/Libraries/page.php?lweb_id=25