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This document tracks the time I spent to learn the Online Course "**Introduction to SQL (Using Access)**", course number **MS303.12** taken at **http://www.eclasses.org/** from reading the text book, reading online resources, software installations, programming and debugging.

These online classes are primarily conducted via the web board interface - called Web Crossing. You can take a Virtual Tour of an Online Classroom at *http://www.eclasses.org/Demo/*

(note: the ".12" in MS303.12 refers to the number of times the course has been given).

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Total number of hours I spent (details below) = 35.5 *hrs*
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*************Course Description*********

Introduction to SQL (Using Access), - course number **MS303.12**

Start Date: 17-March-2008; **Duration:** 4 weeks; **CEUs:** 2.0; **Course Number:** MS303.12; **Instructor:** Thuy Le

How eClasses Work

The classroom environment is based on Lundeen & Associates Web Crossing technology, a threaded messaging system. Instructors post lectures, reading selections, and hands-on assignments once a week in the online classroom. Students can discuss the assignments with the instructor and amongst themselves in the classroom area. **This format has no set meeting time**, which allows students to attend class at a time most convenient to them, yet still provides logically organized communication between class participants. Students can apply for the completion certificate after finishing the class. Web Study certificate is also available. Click on the Certificates link on the top navigation bar for more information.

About eClasses.Org - Affordable Web Technology Learning

Since 1998 eClasses.Org has provided the very best in online training to 45,000 Web developers and other professionals. It offers a catalog of 40 online courses covering the breadth of Web work, from HTML to Flash; from CSS to XML. All classes are taught by fellow experts and working professionals in the field.

- Online, instructor-led web technology classes

- Affordable and flexible learning solution

- 4 Web certificate programs

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Course Outline: Introduction to SQL (Using Access)

Structured Query Language (SQL) is a very important data manipulation language. It is used in many different types of DBMS such as MySQL, Oracle, DB2, Microsoft SQL Server, and Microsoft Access. In this course, students will learn how to use SQL to retrieve, store or update data in Microsoft Access. The SQL syntax and data types may be different in other databases but students would manage to learn them very quickly once they have the foundation knowledge gained from this SQL course.

Weekly lectures provide practical examples, illustration images, and detailed explanations. Weekly assignments will help students practice and go beyond what they have learned in the class.

Week 1: Introduction

- Database basics

- Structured Query Language (SQL)

- SELECT statement

- ORDER BY clause

Week 2: Setting Conditions

- LIKE and wildcards

- AND and OR

- BETWEEN

- IN and NOT IN

Week 3: Advanced Queries

- Multitable joins

- Union queries

- Built-in functions

- GROUP BY

- HAVING

Week 4: Manipulating Tables

- Create and delete tables

- Modify and delete existing fields

- Create, update and delete records

- Create indexes

Prerequisites: Familiar with Microsoft Access is useful but not required.

Requirements: Microsoft Access 2000 or 2003 is required for this class. If you want to use MySQL for the course, take the MS304 course instead.

Books: No book is required.

Additional Information:

This online course is limited to 100 participants. Your place in the course is confirmed by your payment. Introductory courses are intended for students with no experience in the subject matter and are seeking beginner level training.

Additional Cost: Book and software might be required for the course. Read the Requirements and Book section for more information. Course fee does not include the book and software cost.

Instructor: Thuy Le

Thuy Le has a Master degree in Computer Information Systems. She has had experiences using SQL Server, MS Access, Oracle and MySQL.

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How eClasses Work

About the Classroom

The classroom environment is based on Web Crossing technology, a threaded messaging system (message board). Instructors post lectures, reading assignment, and hands-on assignment once a week. Classes start on a certain date but this format has no set meeting time, which allows students to attend class at a time most convenient to them. Students only need to complete the assignment within one week and continue with another assignment in the following week.

The main benefit of our classes is the interaction among you, your instructor and other students in classroom (online message board). Students can post comments or questions to the instructor or other students, share ideas, communicate about your learning experience, or discuss topics of the course with other interested students.

How to Access Your Classroom

After you register for a class, you will get a receipt email and an instructional email. Simply follow the instructions to add yourself to the classroom (or grant yourself access to the classroom). After that, you can access your classroom at
http://interact.eclasses.org/cgi-bin/WebX?15@@

How to Use the Classroom

The classroom is organized by folders and discussion. A folder is like a folder or directory on your hard disk. It contains discussions or other sub-folders. Every folder has a title and a heading which describe the folder. On top of each page, there is the path of the current folder, so you can see where you are. If you click on any folder or you will go to that page. Take a look at our DEMO to see how the classrooms look like.

A discussion has a title and heading that describe its purpose. Discussions are not 'chat-rooms', they are more like organized electronic mail. You can browse a discussion and post a message at any time. To post a message, just scroll down to the message form at the end of each discussion. Fill in the form, and then click on the 'Post Message' button following the form.

Someone else will see your post later, when they are browsing or when they check for new messages. You can always read the whole discussion from beginning to end, so you never have to wonder what people are talking about. Because a discussion may have many of messages posted to it, long discussions are split into smaller pieces. In a long discussion, you'll see buttons at the top and/or bottom that let you go back and forth.

The system automatically keeps track of messages as you view them. When you see a discussion in a folder, the listing includes how many messages are in the discussion, and how many are new messages. There is another way to check for new messages, through your 'Subscription List'. After you subscribe to a discussion or folder, you can later check your subscription list at any time. You'll then be shown the first new message, discussion, or folder that has been added since you last checked.

What are CEUs?

One Continuing Education Unit (CEU) is generally defined as ten contact hours of participation in an organized continuing education experience under responsible sponsorship and qualified instruction. For instructor-led online learning, each course is assigned a number of CEUs for that course which may not relate to the total number of hours an individual takes to complete the course. The number of CEUs awarded is the average number of hours required to complete a course.

Class Schedule

Almost every week, a group of classes is open for registration. A class is open about 1-2 months prior to its start date. Click on the Open Classes link to see the list of classes that are open for registration now. The same class is offered every 2-3

months.

If you are interested in a class but it's not on the Open Classes list, you can click on Class Catalog link and go to the description page for the class. Then click on Register Now button and put in your email address. We will send you an email when the class is open.

Registration Deadline Effective Jan 1, 2005: The last day to register for a class is the start date of that class.

Student Center Student Center is another online system which requires a different password (which students selected when they first register.) Below is the list of what you can do in the Student Center:

- Grant yourself access to your registered courses

- Register for new eClasses

- Get the list of your previous and current courses

- Get your payment history

- Check your final grades

- Apply for class completion certificates

- Apply for Web Study certificates

- Check your Web Study certificate application status

- Retake courses at special prices

- Update your email and mailing address

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Documentations: The documents - **file names** - that I wrote/created are:

1. TimeSpentToLearnIntroductionToSQL_Using Access.doc
2. Most Documents are in *.html format.

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Date	Time Spent (hrs)	Description (mainly)
Wednesday March 12, **2008**	0.5	**Start of Introduction to SQL (Using Access) –** course number **MS303.12** **Course officially starts on March 17, 2008.** **Reading** and **documenting** course materials at eClasses.org at http://www.eclasses.org/ Documents **created** are located at: C:\Users\boutros\Documents\MyPrograms\eClasses.Org\Course_IntroductionToSQL_Using Access_MS303.12\
Thursday March 13, 2008	3.0	**Reading and Documenting** SQL Online reference at: Microsoft Access 2007 Help files (files are copied and stored locally). **Read** Introduction to SQL (Using Access) class - Online reference at: **http://www.profsr.com/** **http://w3schools.com/sql/default.asp**

Saturday March 15, 2008	1.0	**Reading and Documenting** Week1 **Online Lectures** of Introduction to SQL (Using Access) class - Introduction - at **http://www.eclasses.org/**
Wednesday March 19, 2008	2.0	**Read** Week1 **Online Lectures** of Introduction to SQL (Using Access) class - Introduction - at **http://www.eclasses.org/**
Thursday March 20, 2008	3.25	**Finished First** week homework of Introduction to SQL (Using Access) class. Posted it online at: http://mysite.verizon.net/boutros/SQL_Access/HW1.doc http://mysite.verizon.net/boutros/SQL_Access/HW1_Q7_Database.zip http://mysite.verizon.net/boutros/SQL_Access/ HW1_Q7_Relationships.gif
Tuesday March 25, 2008	5.75	**Reading and Documenting** Week2 **Online Lectures** of Introduction to SQL (Using Access) class - Setting Query Conditions - at **http://www.eclasses.org/** **Finished Second** week homework of Introduction to SQL (Using Access) class. Posted it online at: http://mysite.verizon.net/boutros/SQL_Access/HW2.doc
Saturday March 29, 2008	1.5	**Reading and Documenting** Week3 **Online Lectures** of Introduction to SQL (Using Access) class - Advanced Queries - at **http://www.eclasses.org/**
Sunday March 30, 2008	3.75	**Read** Week3 **Online Lectures** of Introduction to SQL (Using Access) class - Advanced Queries - at **http://www.eclasses.org/**
Monday March 31, 2008	4.5	**Finished Third** week homework of Introduction to SQL (Using Access) class. Posted it online at: http://mysite.verizon.net/boutros/SQL_Access/HW3.doc
Monday April 7, 2008	6.75	**Reading** Week4 **Online Lectures** of Introduction to SQL (Using Access) class - Data Definition and Manipulation- at **http://www.eclasses.org/** class - Data Definition and Manipulation- at **http://www.eclasses.org/** **Working on Fourth** week homework of Intro. To SQL (Using Access) class.
Wednesday April 9, 2008	3.5	**Finished Fourth** week homework of Intro. To SQL (Using Access) class. Posted it online at: http://mysite.verizon.net/boutros/SQL_Access/HW4.doc

Total = 35.5 hrs

*****End of* **Introduction to SQL (Using Access)** *****
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