North Central State College

MASTER SYLLABUS	2025-2026

A. Academic Division: Engineering Technology, Business & Criminal Justice Division

B. Discipline: Business Administration

C. Course Number and Title: BUSM2010 Introduction to Data Management for Business

D. Assistant Dean: Brooke Miller, M.B.A.

E. Credit Hours: 3
Lecture: 2
Laboratory: 2

F. Prerequisites: None

G. Last Course/Curriculum Revision Date: Fall 2025 Origin date: 12/13/2019

H. Textbook(s) Title:

SQL Queries for Mere Mortals: A Hands-On Guide to Data Manipulations in SQL
- Author: John L. Viescas
- Year: 2018
- Edition: 4th Edition
- ISBN: 9780134858333

I. Workbook(s) and/or Lab Manual:

J. Course Description:

Students are introduced to database management and database tools from a business application perspective. Students will learn the important role that databases play in organizations for strategic decision-making and business intelligence. This introductory course will include the fundamentals of relational database design and provide students with an understanding of the key concepts of Structured Query Language (SQL). Students will create SQL statements for data storage, data collection, data computation, and data analysis and reporting.

K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

North Central State College

SYLLABUS ADDENDUM

Academic Division:	Engineering Technology, Business & Criminal Justice Division	**Discipline:**	Business Administration
Course Coordinator:	Brandel Boyd		
Course Number:	BUSM2010	**Course Title:**	Introduction to Data Management for Business
Semester / Session:	Fall 2025 - A	**Start / End Date:**	8/11/25 thru 10/5/25

Instructor Information

Name:	Carmen Morrison	**Credentials:**	M.S., Management in Information Systems - Strategy and Technology B.S., Computer Information Systems
Phone Number:	419-755-4865	**E-Mail Address:**	cmorrison@ncstatecollege.edu
Office Location:	Kehoe Room 239 and Online via Zoom - **Zoom Link:** https://tinyurl.com/cmorrisonoffice	**Office Hours:**	Mondays 4:30-7:00pm online at https://tinyurl.com/cmorrisonoffice Thursdays, 12:30-3pm at Kehoe 239 Other days/times by appointment

I. Topical Timeline (Subject to Change):

Weeks	Topics	Assignment	Due Date
1	Data, databases, and database management in relationship to business operations	Week 1 - Discussion 1 – Big Data Week 1 - Discussion 2 - Databases Week 1 - Assignment - Justification for DBMS	8/13/25 8/13/25 8/17/25
2	Database design concepts and the difference of between non-relational and relational databases	Week 2 - Discussion 1 – Types of Databases Week 2 - Discussion 2 – Database Design & Theory Week 2 - Assignment - Anatomy of Relational Databases	8/20/25 8/20/25 8/24/25
3	Process of database development and administration using SQL	Week 3 - Discussion 1 – SQL Week 3 - Discussion 2 – Select Statement Week 3 - Assignment 1 - SQL Select Statements Week 3 – Assignment 2 – Install SQL Week 3 Activity – Translate requests into SQL Select statements	8/27/25 8/27/25 8/31/25 8/31/25 8/31/25

Weeks	Topics	Assignment	Due Date
4	Sort, filter, group, and retrieve data	Week 4 - Discussion 1 – Filtering Week 4 - Discussion 2 – Group Data Week 4 – Assignment - Sort	9/3/25 9/3/25 9/7/25
5	Use calculated fields and functions	Week 5 - Discussion 1 – Calculated fields Week 5 - Discussion 2 – Build calculated fields Week 5 – Assignment - Select statements with Functions	9/10/25 9/10/25 9/14/25
6	Create and use Table Joins	Week 6 - Discussion 1 – Join and Inner Join Week 6 - Discussion 2 – Outer Join Week 6 – Activity - Inner Join, Outer Join, Union statements Week 6 – Assignment – Solving problems using Join statements	9/17/25 9/17/25 9/21/25 9/21/25
7	Design and apply SQL queries to create and manipulate data from within a database	Week 7 - Discussion 1 – DBMS Issues Week 7 - Discussion 2 – Compare & Contrast two DBMS systems Week 7 – DBMS use in Business	9/24/25 9/24/25 9/28/25
8	Identify the major issues revolving around database management systems	Week 8 - Discussion 1 – Update statement Week 8 - Discussion 2 – Insert and Delete statements Week 8 – Final Report	10/1/25 10/1/25 10/5/25

II. Grading and Testing Guidelines:

Activity	Qty	Points	Percentage
Weekly Discussions	16	68	50%
Weekly Assignments	10	69	40%
Final Project	1	18	10%

- Grading scale is the college grading scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior

90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70-72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63-66	D	1.00	Below Average
60-62	D-	0.67	Poor
00-59	F	0.00	Failure

III. Examination Policy:

- In this course, student learning is assessed through discussions and assignments.
- Students may use their textbook and provided resources for completing discussions and assignments, but they must work independently.

IV. Class Attendance and Homework Make-Up Policy:

- You will have assignment(s) due before midnight every Wednesday and Sunday. However, you may submit your work early, so please arrange your schedule to a convenient time for you to complete the assignments.
- Please do not wait Wednesday or Sunday to begin working on your assignment. You are given at least 3-4 days to do each assignment.
- Late work is deducted 5% each day.
  Please contact the instructor if you experience issues that prevent you from meeting deadlines so arrangements may be made.
- Technical problems are not a valid excuse for not completing work by the due date.
- Be certain to have a back-up plan in case you experience computer problems. There are free computer labs at the college and loaner laptops for you to use.

V. Classroom Expectations:

- All students are expected to demonstrate professional behavior and use language appropriate for the learning experience, both written and orally.

- For online classes, students are required to have access to an internet connection and a laptop or desktop computer. Chromebooks are not adequate for this course.
  MacBooks are acceptable, however, there may be some assignments that can only be completed on a Windows computer.
  The college provides free computer labs - https://ncstatecollege.edu/student-services/computer-labs/
  and loaner laptops - https://ncstatecollege.edu/advocacy-and-resources/ - select Technology Resources

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Explain the importance of data, databases, and database management in relationship to business operations	Quiz, report, midterm Beginning of term Middle of term
2. Describe database design concepts and the difference between non-relational and relational databases	Quiz, assignment, midterm Beginning of term Middle of term
3. Demonstrate the process of database development and administration using SQL	Quiz, lab assignment, midterm Beginning of term Middle of term
4. Process data by Sorting, filtering, grouping, and retrieving data	Lab assignment, final project Second half of term End of term
5. Use calculated fields and functions	Lab assignment, final project Second half of term End of term
6. Create and use Table Joins	Lab assignment, final project Second half of term End of term
7. Design and apply SQL queries to be used to create and manipulate data from within a database	Lab assignment, final project Second half of term End of term
8. Identify the major issues regarding database management systems	Report End of term

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70-72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63-66	D	1.00	Below Average
60-62	D-	0.67	Poor
00--59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences. Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf