Week 6 Part 1 Checklist

Office 2019 text

Exams, quizzes, important info

Hyperlinks

Due Dates

Comments

Week	Topics	✓	Assignments	Due Dates
	1. Use weekly checklist		-Use weekly assignment checklist to check off completed work.	
Week 6	2. SAM Access Practice Exam (not required)		-Use the SAM Practice Exam for Access Module 2 to prepare for the REAL Exam.	
Part 1 begins	3. SAM Access REAL Exam (required)		-Complete the SAM REAL Exam for <u>Access Module 2</u> .	SAM REAL Exam for Access
Monday, Sept. 30.			NOTE: If you do not have Microsoft Access on your computer, use AppStream in Canvas for connecting to the OCC Campus network. Then you will be able to use MS Access to do SAM projects. Or borrow a friend or relative's Windows laptop that has Office 365.	Module 2 due by Thursday, Oct. 3, by 11:59pm.
	4. Download folder		-Download the Access Module 3 folder from Watson's Website Folders pageFolder procedure same as in previous weeksDownload the textbook project start files in SAM for Access Module 3Use the start file and follow step-by-step instructions in the textbook for Access Module 3. OR Multitask between watching these videos and working in the SAM project start	
	Office 2019 textbook		file. These videos teach you how to do the textbook projects. Access Module 3	
	5. Access Module 3: Creating Queries		-Part 1 https://www.youtube.com/watch?v=U90UJVtVTxk -Part 2	
			https://www.youtube.com/watch?v=jOJKcRDrRWQ -Part 3	
			https://www.youtube.com/watch?v=I5Owf0qt2m8	
			-When finished, upload into SAM for gradingSave the completed textbook project file in your Access Module 3 folder.	☐ SAM Access Module 3 textbook project
			-Complete the Apply mode in training for Access Module 3.	

	6. SAM Access Training		due Thursday,
	(required)	-Download the SAM <u>Access Module 3</u> project start file with instruction file	Oct. 3, 11:59pm.
	7. SAM Access Project (required)	(and/or support files). Complete all steps and upload in SAM for grading.	
			☐ All SAM
		-HONORS STUDENT ONLY PROJECT (If you are not enrolled in the Honors CIS 100	Trainings and
	*** HONORS STUDENTS ONLY	section, you do not need to do this project.)	Projects due
M1-6		-SAM Resume Assistant Powered by LinkedIn in Word	Thursday, Oct. 3,
Week 6			11:59pm.
Part 1		Touris as Associated as a should contain by a "Burn Fill III " " " " " " " " " " " " " " " " "	
begins		-Turn in your Access folder to my shared Google Drive "Drag Folders Here" folder.	☐ <u>Drag Access</u>
Monday,		This is required to account for your attendance.	Module 3 folder
Sept. 30.	8. Turn in folder		into Google Drive
		-Database Administration as a Career	"Drag Folders
		-Database Administration as a Career	Here" folder by
	9. Watch video	Sayon Databases in a Sang	•
		- Seven Databases in a Song	Thursday, Oct. 3,
			11:59pm.
	10. For fun		
	11. Blog & email	-Check email several times per week.	
		-Read blog several times per week. CIS 100 Blog.	