

*Definition of the domain
for summative evaluation*

CMP-5060-1

Microcomputing

Consulting Databases

Reach for
your **Dreams**

Québec 

*Definition of the domain
for summative evaluation*

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Microcomputing

Consulting Databases

Formation professionnelle et technique
et formation continue

Direction de la formation générale
des adultes

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1. Introduction

This definition of the domain for summative evaluation describes and classifies the essential and representative elements of the *Microcomputing* program, and, more specifically, for the course entitled *Consulting Databases*. As such, it gives an overview of the program, but should by no means replace the program itself. The purpose of defining the domain is to ensure that all summative evaluation instruments are consistent with the overall program.

The organization of this definition of the domain is the same as that of those of other courses. The content of each section is, however, specific to this course.

The definition of the domain for summative evaluation is used to prepare examinations that are valid from one version to another, from year to year, and from one school board to another, taking into account the division of responsibilities shared by the Ministère de l'Éducation and the school boards.

2. Program Orientations and Consequences for Summative Evaluation

Orientations

Consequences

The course *Consulting Databases* is designed to allow students to acquire the knowledge required to use the consultation functions of a database or data bank autonomously.

The students should be able to autonomously use the basic functions for searching, querying, and classifying information in a database or data bank.

The program favours a pragmatic approach, proposing objectives of a practical nature.

The evaluation should consist of tasks designed to verify the students' acquisition of practical microcomputing skills.

The program is designed to allow students to put their microcomputing skills to immediate use, both in general education programs and in everyday life.

The evaluation should consist of tasks related to the students' general education courses and to specific activities of everyday life.

The program favours production activities.

The evaluation may include activities with more than one component.

The program is based on the most widely used database and data bank programs.

The examinations should be adaptable to different software programs or be independent of these programs.

3. Course Content for Purposes of Summative Evaluation

Themes

- **Searching for information**
 - Using a single characteristic
 - Using the relational operator AND
 - Using the relational operator OR
 - Using the operator DATE
 - Using two relational operators
 - Selecting the last record
- **Classifying information**
 - Using a single criterion
 - Using two criteria
- **Management commands**
 - Printing a record
 - Printing a list

Skills

- **Applying:** Using a procedure or techniques according to specific rules in order to obtain an expected result.
- **Synthesizing:** Integrating knowledge and several different skills in an appropriate and well-organized manner in order to define a problem, solve problems or make decisions.

4. Table of Dimensions

Themes Skills	Searching for Information 65%	Classifying Information 25%	Management Commands 10%
Applying 40%	1 Selecting the last record 5%	2 Using a single criterion 10%	4 Printing a record 5%
		3 Using two criteria 15%	5 Printing a list 5%
Synthesizing 60%	6 Using a single characteristic 10%		
	7 Using the relational operator AND 10%		
	8 Using the relational operator OR 10%		
	9 Using the operator DATE 10%		
	10 Using two relational operators 20%		

5. Observable Behaviours

General Description

The evaluation tasks should be based on the following list of observable behaviours. A task may combine several dimensions and more than one skill. Students must complete the tasks within pre-established time limits in order to demonstrate their competency and autonomy in the use of the consultation functions of a database or data bank program.

Description of the Dimensions Related to the Skill of *Applying*

Tasks related to this skill have pre-established steps and are designed to show specific skills.

Students should therefore be able to:

1. Select the last record of a database file or the result of a database search.
2. Sort the results of a search or the contents of a database file using a single criterion.
3. Sort the results of a search or the contents of a database file using two criteria.
4. Print a record resulting from a search in form layout (or text) mode.
5. Print the results of a search in list form.

Description of the Dimensions Related to the Skill of *Synthesizing*

The evaluation of the dimensions related to the skill of *Synthesizing* is focused on organization and the determination of search strategies. Knowing the order in which steps must be performed is part of this skill.

Students should therefore be able to:

6. Query a database or data bank using one selection criterion.
7. Query a database or data bank using two selection criteria and the relational operator AND.
8. Query a database or data bank using two selection criteria and the relational operator OR.
9. Query a database or data bank using the relational operator DATE and the parameters *Before* or *After* for a given date.
10. Query a database or data bank using two different relational operators.

6. Explanation of the Content and Weighting

Weighting of Skills

Given that the objectives of the course are designed to favour the acquisition of knowledge and the development of skills related to the use of the consultation functions of a database or data bank program, summative evaluation should measure two skills:

- the skill of *Applying*, which demonstrates the students' ability to use functions following specific instructions;
- the skill of *Synthesizing*, which makes it possible to verify the consistency of the search procedures applied to solve problems.

Weighting of Themes

The weighting of the themes corresponds to their importance in the course. Themes are related to the skill of *Applying* or that of *Synthesizing*, depending on the one considered most appropriate.

Overall Weighting

- In terms of skills:
 - *Applying* skill 40%
 - *Synthesizing* skill 60%
- In terms of themes:
 - Searching for information 65%
 - Classifying information 25%
 - Management commands 10%

7. Description of the Examination

7.1 Type of Examination

- The summative evaluation consists of a practical examination to be administered at the end of the course.
- However, since the themes are mainly related to the consultation and classification of information, the students should be provided with the necessary database or data bank files. For purposes of evaluation, a database file must contain at least six fields and 150 records.

7.2 Characteristics of the Examination

- The examination comprises one or more tasks.
- The examination is held in one sitting.
- The maximum duration of the examination is 90 minutes.
- It is necessary to use a computer, a database program or a data bank, and a printer during the examination.
- Students are not permitted to use the learning guide.
- Students may use the software's Help function. If the software has no Help function, students may consult the manufacturer's manual.
- Students may use a sheet of personal notes (letter format).
- Students must be evaluated on the same software they learned on.
- Students must print the result of each task or save them in a file on a diskette.
- The examination will be corrected using the printouts and, if necessary, the students' files.

7.3 Pass Mark

The pass mark is set at 60 out of 100.

