

Course Syllabus
MIS 4093: Systems Dev Project
Class Times: 1:00PM – 1:50PM, MWF, Helm 316

Course Objectives

The course is primarily intended to be a capstone experience for the undergraduate degree in Management Information Systems in which the student employs skills learned in all other MIS coursework. You will be required to deliver a project for this course that will encompass systems analysis and design, database management systems, data communications and programming languages.

This class will give each student a real-world experience with systems allowing teams to work with real customers in designing, developing, and implementing an application/system to meet a true business need. Students will be responsible for managing the projects from conceptual design to final deliverable.

The course will be run similar to how a business might be conducted. You will be accountable for completing all aspects of the applications assigned to you. I will act in the role of CIO and set clear deliverables for all milestones and the final deliverable. On the group projects, there will be one Team Leader per team, four analysts/programmers, and one Project Manager. Your role will be assigned prior to beginning your group projects.

Learning Objectives

1. Understand team formation and team member roles in a real IS development project
2. Understand the phases of requirements gathering, analysis, design, development and testing appropriate in a real world IS project
3. Apply requirement elicitation skills with real world clients
4. Utilize existing technologies to construct a real-world information management system
5. Practice presenting a complete project to a large and diverse audience

Texts

No specific textbooks are required for this course. Each student will find textbooks from previous MIS classes to be invaluable based on the types of systems each team is developing. Additionally, there might be reading assignments made throughout the semester using project management sites and documents.

Course Website: Harvey (<http://harvey.utulsa.edu>)

Evaluation and Assessment

You will be evaluated according to a scheme that is formulated to allow for customer, peer and manager review.

Evaluation Guidelines:

1. Customer
 - Does the system work?
 - Does the system do what it was intended to do?
 - Is your system user friendly?
 - Is the system properly documented?
 - Are screens and reports well formatted and easy to read?
 - Do all reports generated convey appropriate information?
 - Is your customer satisfied with the product?

2. Peer
 - Did the team members provide work that is accurate and complete and on-time
 - How did the team members relate and communicate
 - Team member's attendance at the group meetings. (This includes in class meetings.)
3. Manager (Professor)
 - Did the system meet all criteria as specified at the beginning of the course?
 - All relevant criteria described in each of the two above groups.

Evaluation and Assessment

| | |
|--------------------------------------|-------|
| Group Project | |
| Milestone 1 | 50 |
| Milestone 2 | 50 |
| Milestone 3 | 50 |
| Milestone 4 | 50 |
| Milestone 5 | 100 |
| Milestone 6 | 100 |
| Milestone 7 | 300 |
| Milestone 8 | 200 |
| Total Group Project | 900 |
| Professional Development Assignments | 100 |
| Customer Satisfaction Survey | 200 |
| Final Competency Exam | 300 |
| Total Points | 1,500 |

Professional Development Assignments

Each student is required to attend two professional development activities during the semester. The point value for each is provided in the "grades" section. In order to receive full credit for the event, the student must arrive on time and not leave before the completion of the event. The student must also provide a short synopsis of the event which consists of three items: (1) the date, (2) the speaker, and (3) a 3-5 sentence summary of the event. The synopsis must be turned-in during the next class session following the event. Acceptable events for the Spring 2015 are as follows:

| Event | Date | Time | Location |
|--------------------------------|------------------|---------------|----------|
| Feb. iTU professional meeting | February 3, 2016 | 12:00-12:45pm | HELM 219 |
| March iTU professional meeting | March 2, 2016 | 12:00-12:45pm | HELM 219 |
| April iTU professional meeting | April 6, 2016 | 12:00-12:45pm | HELM 219 |
| iTU Banquet | TBD | TBD | TBD |
| iTU Mentorship Events | TBD | TBD | TBD |

Peer Evaluations

Three peer evaluations will be performed for each student. The first peer evaluation is simply for the students' benefit. It will not be used to calculate your grade. Your allocation of points for the group project will be based on the average of your last two peer evaluations. The average score for each student will be used to adjust the final project grade for that member.

The grades will be adjusted according to the following scale.

Note: Late evaluations will result in additional 5% reduction. Failure to turn in a peer evaluation will result in an additional 10% reduction. Peer reviews will be accepted up to 24 hours after the due date and time.

| Average Evaluation | Final Project Grade Adjustment |
|---------------------------|---|
| 90-100 | No adjustment |
| 80-89 | Adjusted downward by 10% |
| 70-79 | Adjusted downward by 20% |
| 60-69 | Adjusted downward by 30% |
| 50-59 | Adjusted downward by 40% |
| 0-50 | Adjustment will equal average evaluation. For example: an average evaluation is 37%, will result in 37% of the final project grade. |

Grades

Grades will be assigned as objectively as possible, according to the following scale based on total points earned divided by total points possible:

| | |
|-------------------|---|
| 90 through 100%: | A |
| 80 through 89.9%: | B |
| 70 through 79.9%: | C |
| 60 through 69.9%: | D |
| Below 60%: | F |

Milestones

DISCOVERY

Milestone 1: (2.3 Weeks)

- Project Charter
- Intellectual property agreement
- Project timeline
- Feasibility study

DESIGN

Milestone 2: (1 Week)

- Data Flow Diagram

Milestone 3: (1 Week – Can overlap with Milestone 2)

- Entity Relationship Diagram
- Data Dictionary
- Security Roles

Milestone 4: (1 Week – Can overlap with Milestone 2 and 3)

- UI design mockups
- Navigation design mockups
- Requirements list
- Design Sign-Off
 - Get client approval on design and requirements

DEVELOPMENT

Milestone 5: (2 Weeks)

- Environment and infrastructure setup
- Implement data model

Milestone 6: (3 Weeks (includes Spring Break) – Can overlap with Milestone 5)

- Dashboard
- Data input screens and workflows

- Reports

Milestone 7: (2 Weeks – Can overlap with Milestone 6)

- Q/A
- Launch to production

Milestone 8: (1.3 Weeks – Overlaps with every Milestone in the project)

- The final reports for the projects will generally include but not limited to the following:
- Project scope
- Project timeline
- Feasibility study
- Executive summary (2-3 pages max)
- User documentation (“How to” manual)
- System documentation
 - Data Flow Diagrams
 - Entity Relationship Diagrams
 - Data Dictionary
 - Hardware Specifications
 - Software Specifications
- Any other deliverables you feel appropriate to include
- Training (at least scheduled if it cannot be completed by the end of semester)
- Presentation of the projects to clients (This part will be due earlier than the rest)

The packet must be provided in hard-copy and soft-copy format. The software must also be provided on a CD / USB device.

If a deliverable appears non-applicable to a project, you may request a waiver in writing. The waiver must be signed by the CIO prior to the due date.

Each customer may include additional requirements based on his corporate standards. Completion of all required tasks will only be a portion of the final grade. The quality of these deliverables and the interim reports will determine the final grade on the project.

For the group project, the system created must be successfully implemented at the customer's site. At that time, the customer will complete the customer satisfaction survey.

In addition to the final report, weekly status reports must be provided regarding the group project.

Confidentiality Agreements

Depending upon the customer's requirements, students might be required to sign a confidentiality agreement before beginning work on the team project. A failing grade will automatically be issued for this course if the agreement is breached. The customer may also impose a penalty on anyone failing to comply with the agreement.

Separation and Divorce

During the course of the semester, there will be opportunities for group members (collectively) to “officially” give other group members (individuals) a notice that they are not “pulling their weight” in the project (Separation). After a suitable amount of time has passed, if the individual who received the notice has not improved, the other group members can vote to have the member removed from their team (Divorce). In which case, the removed member will have the opportunity of completing their team's group project on an individual basis. Separation and/or divorce should only take place after appropriate measures have been made to bring the member in question back on track. These measures will be discussed in class.

Administrative Details

University Sponsored Activities

Students involved in any university sponsored activity that requires their absence from class must notify me of their absence prior to being gone. Because of the nature of the assignments (duration, teamwork etc.), you must turn in assignments by the deadlines even if you are going to be gone on the day the assignment is due.

Disabilities Act

Students with disabilities should contact the Center for Student Academic Support to self-identify their needs in order to facilitate their rights under the Americans with Disabilities Act.

Center for Student Academic Support

All students are encouraged to familiarize themselves with and take advantage of services provided by the Center for Student Academic Support, including tutoring, academic counseling, and developing study skills. CSAS also provides confidential consultations to any student with academic concerns. The Center for Student Academic Support is located in Lorton Hall, Room 210. You can call them at extension 2315, for further information and assistance.

Computing Practices

All students are expected to follow University policies on computer use. Refer to the Student Handbook and familiarize yourself with the "Ethics Code and Policy for Computer Use." You may also see the policy online at <http://www.utulsa.edu/offices-and-services/information-technology/policies.aspx>.

Academic Dishonesty

The document [Policies and Procedures Relating to Academic Misconduct in the Collins College of Business](#) shall apply to this course. The policies and procedures contained in this document will be enforced and penalties for academic misconduct will apply. At a minimum, any students observed cheating on an exam or any class assignment will receive a zero for the exam or assignment. At a minimum, second offenses will result in an "F" in the course.

Semester Schedule

TBD