

CIS 220

Systems Analysis and Design

Fall 2010

Instructor:	Robert R. James
Lecture:	Wednesday 6:00p.m. – 7:20p.m.
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Office Hours:	Please see the schedule posted on my office door, T-162G. Feel free to contact me anytime, e-mail may be the quickest. I am frequently available through Skype, bob.james10-8

Course Materials

Textbook: Systems Analysis and Design, Seventh Edition
Author: Shelly-Cashman-Rosenblatt
Publisher: Thompson, 2009
ISBN: 978-0-324-59766-0
Paperback, 731 pages

UCompass

Ucompass will be used extensively in this course. Class announcements and assignments will be announced in class and through Ucompass. **UCompass** can be accessed on the web from the following address: <http://henryford.ucompass.com/>. The UCompass Web site is also accessible from under the "Programs and Courses" drop-down menu and "Online Classes/UCompass Login" button on the Henry Ford Community College web site (URL is: <http://www.hfcc.edu/>).

Notes:

1. The lab technicians have training materials available so you can learn how to use the ucompass system. Recommend an appointment with one of the lab technicians if you have not used the system.
2. The campus "k" drive will house all course materials available for download.
3. Do not use Ucompass through the Mozilla browser software. Problems have been encountered that will cause problems in submitting the material.

Using UCompass

Website: <http://henryford.ucompass.com>

1. Sign in using your username and password
2. Username: usually first initial and full last name
3. Password: month and day of birthday (ex: January 9th = 0109)
4. On the left side bar, click on "Course Materials."
5. In the middle of the page, click on the folder that you need to enter (ex: Assignments). If the first document listed on the left is the one you want, click "Open" when the window pops up. If not, click "Cancel" and choose the document you want. NOTE: If you want to save the document on your computer, click "Save" instead of "Open."

Course Description

CIS220 is an introduction to systems design and analysis, 3 credit hours. This cap stone course provides an overview to system design and analysis process in the development of software and information systems. Topics include analyzing the business case, requirements modeling, enterprise modeling and development strategies. Students also learn about data design, the user interface, input and output design, system architecture, systems implementation and systems operations and support.

Course Objectives:

Upon completion of the course, the student will be able to:

- Describe the fundamental systems development life cycle
- Recognize the various roles on a project team
- Create a system request
- Assess technical, economic and organizational feasibility
- Perform a feasibility analysis
- Create a project work plan
- Use techniques for staffing a project
- Recognize how to reduce risk on a project
- Recognize when to use various business process analysis strategies
- Use various methods for gathering information
- Create Data Flow Diagrams
- Create Entity Relationship Diagrams
- Develop a design plan using appropriate design strategies
- Differentiate between server-based, client-based and client-server base computing Create a network model
- Develop hardware and software specifications
- Create a security plan
- Design user interfaces using proper design principles
- Create a structure chart
- Develop documentation
- Develop Change Management plan

Grading

The grades will be made up of the following requirements:

- One group project: 25% (10% individual performance, 10% group performance, 5% presentation performance)
 - The evaluation of individual performance will be assessed by the written materials submitted.
 - Group performance will be assessed by a peer review.
 - The peer review will be accomplished on the last day of regular class. If you're absent on that day, a 0 will be given for the group performance..
- One individual project 10%
- Weekly quizzes (online): 30%
 - The lowest three grades will be removed from the calculation
- Weekly case study analysis (online): 30%
 - The lowest three grades will be removed from the calculation
- Final Exam: 5%
- Extra credit that can be used for online submission reset: 4% +(1% if unused)
- NOCTI Assessment: The assessment will be administered sometime during the later part of the term. If a student does not complete the assessment, an incomplete (I) will be submitted for the grade. The grade will be changed upon completion of the assessment.
- One extra credit individual paper: 5%

Projects to be assigned:

- Executive summary and business case

Group project

- IT Development Project

Grading Scale:

A = 94% and above	B+ = 87 to 89.99%	C+ = 77 – 79.9%	D = 60 to 69.99%
A- = 90 – 93.99%	B = 83 – 86.99%	C = 73 – 76.9%	E = 59.99% and below
	B - = 80 – 82.99%	C - = 70 – 72.99%	

Examinations

Each week you will be taking a short quiz over the covered material. You must finish and submit the quiz thru Ucompass by midnight of the due date. No late submissions of the quizzes will be accepted.

Attendance

Attendance is the key to the getting information in preparation for each weeks quiz. All of the quiz questions/case studies are directly from the reading material. Review the chapter summary sections at the end of each chapter and step through the chapter exercises at the end of each chapter. Please be punctual and try to be quiet when leaving or entering the classroom.

Incase you're late or absent: It's your responsibility to get the course notes, handouts and project assignments, from another student, should you miss class or be late. In nearly every case, lecture presentations will be available on the UCompass site.

Dropping class

To receive a drop (DR) for the class, the student must officially drop the class. A grade for the class will be given according to the materials turned in at the end of the course. Telling the instructor of your intent does not accomplish an official drop. Tuition will be refunded according to the policy stated in the class schedule booklet received during enrollment.

Incomplete Policy

Students will not be given an incomplete grade in the course without sound reason and documented evidence as described in the student handbook, in any case, for a student to receive an incomplete, they must currently have a passing grade, and completed a minimum of 80% of the course materials. If warranted, an incomplete grade (I) will be given by the agreement between the student and the instructor. The "I" (Incomplete grade) has a specific time limit. Under college policy, an "I" (Incomplete grade) must be made up prior to the mid-point of the next semester. If an Incomplete grade is not changed by the instructor during the grace period, the "I" grade is converted to a "DR" (Drop grade). The remaining assignments must be completed by the time frame outlined above.

National Occupational Competency Testing Institute (NOCTI)

NOCTI is a leading provider of high-quality occupational competency assessment products and services to secondary and post-secondary educational institutions in the United States and around the world. The Whitener Group, a wholly owned subsidiary of NOCTI was created in 1999 to serve the special needs of our business and industry clients.

With over three decades of experience in designing and developing occupational competency assessments, NOCTI provides over 170 standardized technical assessments in a variety of occupational fields. NOCTI's services include job and task analysis, test development, written and performance assessments delivered in both online and hard copy format, scoring services, cut score workshops and specialized reporting. These products and services are built upon nationally validated, workplace-based standards.

NOCTI, a not-for-profit corporation, is governed by a Consortium of States consisting of representatives from each of the fifty states and U.S. territories. Leadership and administrative control is vested in a twelve-member Board of Trustees with expertise in career and technical education and a strong commitment to improving America's workforce.

Reference from, and for more information, visit the following web site; <http://www.nocti.org>

Classroom Etiquette

At all times be considerate to your classmates and to your instructor. **No food or beverage is allowed in any classroom.** Come to class on time, ready to ask questions about previous lessons/assignments.

Ask pertinent questions; contribute to discussions; avoid "private" conversations that distract the instructor and other students. Please put phones and pagers in silent operational mode.

Tutor and consultant assistance

Tutors and consultants are available in the open lab. They are on duty to assist you with hardware and software problems. If your computer malfunctions or your printer is out of paper, go to the main desk and ask a consultant for assistance. The consultants are not lab assistants and therefore not responsible for answering specific lab or homework questions.

Lecture schedule

You are expected to read each assigned project prior to the lecture. Lectures will be short, to the point and will discuss the highlights of the subject of the week. It is expected you will work on the assigned projects outside of class time. Case study assignments will be made weekly from each chapter. Check UCompass to find out the specific assignment and discussion board topic.

Weekly assignments will not be accepted after the due date/time. All weekly quizzes need to be completed by midnight of the following Wednesday. All weekly case studies assignments will be submitted electronically through UCompass by midnight of the following Monday. An expiration time will be set through ucompass for all assigned materials.

Projects are due by midnight of the deadline date. If the project is late, a 25% reduction will be assessed for each week the project is beyond the deadline date. You can send me your project via email, or turn in at class time. If you send the project via email, I will send a return note as a receipt of your submission. If you don't receive a note from me within 24 hours, please resubmit the original note to show the date and time of original submission. Plan to spend approximately four to six hours weekly on this course. When submitting and assignment, make sure your name, student ID number appear in the assignment.

Submission reset:

During this course, there may be a time where you will need to have a quiz or case study reset. You can use up to 4% of the extra credit for that specific purpose. For each reset, there will be a deduction of 2%, giving you two resets. When your credit has been exhausted, no further resets will be completed. At the end of class, you will receive the balance of your extra credit toward your final grade. If you have not used any resets, you will gain another 1% giving you 5% toward your final grade.

Ethical Behavior

Students are expected to uphold the school's standard of conduct relating to academic honesty. Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity shall be that a student's submitted work, examinations, reports, and projects must be that of the student's own work. Students shall be guilty of violating the honor code if they:

1. Represent the work of others, as your own.
2. Use or obtain unauthorized assistance in any academic work.
3. Give unauthorized assistance to other students.
4. Modify, without instructor approval, an examination, paper, record, or report for the purpose of obtaining additional credit.

5. Misrepresent the content of submitted work.

Written assignments

Each Week, a written assignment revolving around a case study will be required. Additionally, there are three projects. The weekly case study assignments are intended to assist in applying the concepts from the book, to a real world situation. Each case study answer should be of sufficient length to convey your view of the books concepts and how it would apply to the situation. There will be a minimum of 200 words required for each of the case studies. Ten percent will be deducted for all submitted assignments of less than 200 words. This course is a capstone in the CIS department; therefore all written material is expected to be submitted in the quality expected of Henry Ford students. Each of the larger projects should be properly written, with all references well defined, per the American Psychological Association (APA) guidelines. The extra credit work is intended to be above and beyond the original course work; therefore no extra credit will be accepted unless all course material has been submitted.

Plagiarism

The Internet is a valuable tool, but not a replacement for your own thoughts. For all papers and assignments in this class, Do NOT cut and paste from the Internet, you must formulate your own ideas based on the literature. If anyone used your idea in a workplace situation without your permission or consultation, you would be upset; therefore any source you use in your written material should be given the appropriate credit and cited properly.

Please review the following web pages, as both are a great source for guidance in formatting a paper. Even though the sites are not 100% accurate in their portrayal of the APA guide, by following their advice, you will not have any problems in this class on your projects. <http://owl.english.purdue.edu/owl/> <http://www-sul.stanford.edu/guides/style.html>

If you're in doubt, please ask me! All submitted papers should follow APA guidelines. The instructor reserved the right to submit each paper to the website <http://turnitin.com> for evaluation of content.

Disabilities Policy

In compliance with the Americans with Disabilities Act (ADA), all qualified students enrolled in this course are entitled to "reasonable accommodations." Please notify the instructor during the first week of class of any accommodations needed for the course.

Technology Requirements and technical problems:

Access to an internet connected computer and a reliable, frequently checked email account and the College supported Ucompass, are necessary. The purpose of campus computer labs is to provide that connectivity. Technical problems such as power outages and unavailability of internet can happen. Do not wait until the last minute to complete your assignments, and quizzes. Submissions of each week's assignments have deadlines; therefore Technical problems are not an acceptable excuse for work that has not been completed by the due date.

Below is the tentative schedule.

Date	Week	Topic	Chapter	Additional
1-Sep	1	Introduction to the course and expectations		
8-Sep	2	Introduction to Systems Analysis and Design The Communications Toolkit	1/TK 1	Assign project 1
15-Sep	3	Analyzing the Business case Financial Analysis Toolkit	2/TK2	Assign group project
22-Sep	4	Managing Systems projects	3	
29-Sep	5	Requirements Modeling	4	
6-Oct	6	Data and process Modeling Data Design	5/9	Project 1 due
13-Oct	7	Object Modeling	6	
20-Oct	8	Development Strategies	7	
27-Oct	9	Output and User Interface Design	8	
3-Nov	10	Systems Architecture	10	
10-Nov	11	Managing Systems Implementation	11	
17-Nov	12	Managing Systems Support and Security	12	
24-Nov	13	Tentative NOCTI assessment		
1-Dec	14	Group Presentations		Group Project is due
8-Dec	15	Group Presentations		
15-Dec		Final exam (online)		