

System Analysis and Design - 80040 - CIS 3365 – 110

Fall 2017

Texas A&M University - Central Texas

INSTRUCTOR AND CONTACT INFORMATION**Instructor: Betty Elder****Office: Warrior Hall Room 407****Phone: 254-793-9493 (This is my home phone use it first except during office hours)****Mobile: 254-458-0310 (My home does not have cell coverage, try the home phone don't leave messages on the mobile)****Email: elder@tamuct.edu please use email not Canvas messaging****Office Hours:**

Monday Wednesday 1200 – 1600

Tuesday Thursday 1200 – 1415 & 1550 - 1630

I am available at other times upon request. Call and work it out with me, I will not try to make schedule a time over email.

Mode of instruction and course access:

This course meets face-to-face with all content available online using the Learn system: A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com>].

Student-instructor interaction:

I will check emails on days I have office hours. The email does not work well from my home so I will not be checking it over the weekend. If you need help or information Friday – Sunday please call my home phone 254-793-9493.

911 Cellular:

Emergency Warning System for Texas A&M University – Central Texas

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [<https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management>] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION**Course Overview and description:**

CIS 3365. System Analysis and Design. 3 Semester Credit Hours.

Examine systematic analysis, design, and implementation of software systems with special emphasis on the processes and skills used in the first four stages of the System Development Life Cycle. Analyze traditional and current methodologies in design, including computer aided analysis and design tools. Prerequisite(s): CIS 3330 or CIS 3331 or CIS 3332, or permission of department chair.

Course Objective:

Be able to understand and implement the System Development Life Cycle.

Student Learning Outcomes:

Knowledge Outcomes- the student will gain an understanding of the following as they apply to Systems Analysis and Design:

- Historical and theoretical foundations and concepts
- Interview techniques
- Approaches to systems development
- Steps of the System Development Life Cycle and the procedures, skills and tools that comprise them
 - Service Request System
 - Baseline Project Plan (BPP)
 - Mission statements
 - Project charters
 - Return on Investment (ROI)
 - System Requirements Checklist
 - Context Level Diagram
 - Data Flow Diagram (DFD)
 - Use Case Diagrams
 - Activity Diagrams
 - Data Dictionary
 - Database
- Describe work breakdown structures
- Gantt charts and PERT/CPM charts
- Unified Modeling Language (UML) and examples of UML diagrams
- Project risk management
- Total cost of ownership (TCO)
- Rapid/Agile Applications Development

Skill Outcomes- the student will demonstrate proficiency in the use of the following as they relate to Systems Analysis and Design

- Apply strategic planning process to scenarios
- Interview techniques

- Write effective letters, memos, and e-mail messages
- Present results of strategic planning process
- Organize and prepare written reports
- Conduct a strengths, weaknesses, opportunities, and threats (SWOT) analysis
- Work effectively in work teams

Competency Goals Statements (certification or standards):

Be able to understand and implement the tools used in system analysis and design.

Required Reading and Textbook(s):

Textbook: Modern Systems Analysis and Design 8th edition

EISBN-10: 0132991306 • ISBN-13: 9780132991308

Joseph Valacich, University of Arizona & Joey George, Iowa State University

Website: <https://www.vitalsource.com/referral?term=9780134205618>

See course calendar below for daily reading assignments. The entire text constitutes required reading for the course.

COURSE REQUIREMENTS

- **Examinations:** 400 Total Points
 - Midterm Exam (200 of 400 points):
 - Multiple-choice exam covering topics discussed in Chapters 1 – 7. This will be done in the classroom without any references. (100 points)
 - Practical Visio: Data Flow Diagram (DFD), Use Case Diagram, and Activity Diagram completed in the classroom. You may bring or search the web for any references, other than another person. (100 points)
 - Final Exam (200 of 400 points):
 - Multiple-choice exam covering topics discussed in Chapters 7 - 14, and Midterm miss review. This will be done in the classroom without any references. (100 points)
 - Practical Excel and Access Assignments: Documents completed in the classroom. You may bring or search the web for any references, other than another person. (100 points)
- **Review Questions (RQ):** 200 Total Points (Due at 11 am date on schedule): Chapter review questions come from the text and are intended to encourage reading. They can be taken up to 3 times. (16 RQ sets at 12.5 points each)
- **Class Assignments:** 200 Total Points: Some classes will have some in class work. Directions for individual work will be given on Canvas (20 Class Assignments @ 10 points each = 200 Total points)
- **Chapter Assignments:** 200 Total Points: Come from Chapter Problems and Exercises (P&E) Section. (14 @ 14.29 points each = 200 Total)

Grading Criteria Rubric and Conversion

Exams	400	40%
Review Questions	200	20%
Chapter Assignments	200	20%
In Class Assignments	200	20%
Total	1000	100%

90%+	A
80-89%	B
70-79%	C
60-69%	D
<60	F

Posting of Grades

Grades will be posted in the Blackboard Gradebook.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

Week	Day	Date	Reading & Review Questions Due	Chapter Assignments Due
1	Mon	29-Aug	Chapter 1	
1	Wed	31-Aug		
2	Mon	5-Sep	Chapter 2	
2	Wed	7-Sep	Chapter 3	
3	Mon	12-Sep	Chapter 4	
3	Wed	14-Sep	Chapter 5	Ch 3 P&E 7 & 8
4	Mon	19-Sep		Ch 4 P&E 1 & 2
4	Wed	21-Sep	Chapter 6	Ch 5 P&E 3-5
5	Mon	26-Sep	Chapter 7	Ch 5 P&E 14-17
5	Wed	28-Sep		Ch 6 P&E 5
6	Mon	3-Oct	Chapter 7a	Ch 7 P&E 9
6	Wed	5-Oct	Chapter 7b	
7	Mon	10-Oct		Ch 7a P&E 1
7	Wed	12-Oct		Ch 7b P&E 1
8	Mon	17-Oct	Midterm MC	
8	Wed	19-Oct	Midterm Visio	
9	Mon	24-Oct	Chapter 8	
9	Wed	26-Oct		
10	Mon	31-Oct	Chapter 9	Ch 8 P&E 5
10	Wed	2-Nov		
11	Mon	7-Nov	Chapter 10	Ch 9 P&E 4 Create in Access
11	Wed	9-Nov		

12	Mon	14-Nov	Chapter 11	Ch 10 P&E 8 Create form in Access
12	Wed	16-Nov		
13	Mon	21-Nov	Chapter 12	Ch 11 P&E 9
13	Wed	23-Nov	Thanksgiving	
14	Mon	28-Nov	Chapter 13	Ch 12 P&E 9
14	Wed	30-Nov		
15	Mon	5-Dec	Chapter 14	Ch 13 P&E 3
15	Wed	7-Dec		
16	Mon	12-Dec	Final MC	
16	Wed	14-Dec	Final Practical	All late work due by 2359
16	Friday	15-Dec	Last Day	

University Event Calendar

Date	Event
28-Aug	Add/Drop/Late Registration begins
30-Aug	Add/Drop/Late Registration ends, 16-week and 1st 8-week classes
1-Sep	Priority Deadline to Submit Graduation Application
4-Sep	Labor Day, CAMPUS CLOSED
5-Sep	Last day to drop 1st 8-week classes with no record
13-Sep	Last day to drop 16-week classes with no record
22-Sep	Last day to drop a 1st 8-week class with a Q or withdraw with a W
6-Oct	Deadline to submit graduation
20-Oct	Last day to withdraw from the University (1st 8-week classes WF)
23-Oct	Add/Drop/Late Registration begins, 2nd 8-week classes
26-Oct	Add/Drop/Late Registration ends, 2nd 8-week classes
30-Oct	Last day to drop 2nd 8-week classes with no record
10-Nov	Veteran's Day
10-Nov	Last day to drop with a Q or withdraw with a W (16-week classes)
17-Nov	Last day to drop a 2nd 8-week class with a Q or withdraw with a W
23-Nov	Thanksgiving, CAMPUS CLOSED
24-Nov	Thanksgiving, CAMPUS CLOSED
15-Dec	Last day to withdraw from the University (16-week and 2nd 8-week classes)
15-Dec	Last day to file for Degree Conferral (Registrar's Office)
15-Dec	Commencement (End of Fall Term)

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements.

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Technology Support.

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

For issues with **Canvas**, select "chat with Canvas support," submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the "Help" link.

For issues related to course content and requirements, contact your instructor.

COURSE AND UNIVERSITY PROCEDURES AND POLICIES

Drop Policy.

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831.

Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) webpage [https://www.tamuct.edu/student-affairs/access-inclusion.html].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at Imdavis@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center.

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals,

in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/) [https://tamuct.libguides.com/].

OPTIONAL POLICY STATEMENTS:

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at A&M-Central Texas, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Counseling Services (254-501-5956) located on the second floor of Warrior Hall.

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

INSTRUCTOR POLICIES

Late Work.

Late work will be accepted until 11:59 pm 14 December. A point reduction of 1 point per if late, then 1 point per week will be applied.

Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.