

## **CIS 3365-115, CRN 60110, System Analysis and Design**

Summer 2018 rev. 05.07.2018

Texas A&M University-Central Texas

### **INSTRUCTOR AND CONTACT INFORMATION**

**Instructor:** Dr. Timothy G. Woodcock

**Office:** 323G Founders Hall

**Phone:** 254-519-5783

**Email:** [WoodcockTG@tamuct.edu](mailto:WoodcockTG@tamuct.edu) Please only use this email

#### **Office Hours:**

Office Hours are Tuesday and Thursday from Noon to 1:30pm and by appointment

#### **Mode of instruction and course access:**

This course is an online class with some supplemental readings made available online using the TAMUCT Canvas Learning Management System: [<https://tamuct.instructure.com>] Homework will be assigned, collected, and graded in Canvas.

#### **Student-instructor interaction:**

I prefer that you do not phone me. I will check email often Monday through Thursday.

#### **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 911Cellular 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:**

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:**

**Student Learning Outcomes:**

Students will design and explain each of the different parts of a Computer Information System.

Students will examine system components, identify how they are used and relate the pieces to the system whole.

**Required Reading and Textbook(s):**

“Modern Systems Analysis and Design” by Hoffer, George, and Valacich 7<sup>th</sup> edition

**COURSE REQUIREMENTS**

Course Requirements:

There will be 14 chapter readings with fourteen-chapter exams each worth 30 points.

There will be five section projects worth 100 points each.

There will be five section discussions worth 16 points each

**Grading Criteria Rubric and Conversion**

Assignment	Total Points
End of chapter exams	420
Section projects	500
Section discussions	80
Total =	1000

Grade	Points
A	900-1000
B	800-899
C	700-799
D	600-699
F	Below 600

**Posting of Grades**

- All grades will be posted in Canvas.
- All assignments will be graded within 2 weeks of the due date.

**COURSE OUTLINE AND CALENDAR**

**Complete Course Calendar**

Date	Topic
6/5/2018	Read Chapters 1 and 2. Take exams for Chapters 1 and 2
6/7/2018	Read Chapter 3. Take exam on chapter 3. Do the section 1 Discussion and the section 1 project.
6/12/2018	Read Chapter 4 and take the chapter 4 exam. Read Chapter 5 and take Chapter 5 exam.
6/14/2018	Do the section 2 Discussion and the section 2 project.
6/19/2018	Read chapter 6 and take the Chapter 6 exam.
6/21/2018	Read chapter 7 and take the Chapter 7 exam.
6/26/2018	Read chapter 8 and take the Chapter 8 exam.
6/28/2018	Do the section 3 Discussion and the section 3 project.
7/3/2018	Read Chapter 9 and take the Chapter 9 exam.
7/5/2018	Read Chapter 10 and take the Chapter 10 exam.
7/10/2018	Read Chapter 11 and take the Chapter 11 exam.
7/12/2018	Read chapter 12 and take the Chapter 12 Exam.
7/17/2018	Do the section 4 Discussion and the section 4 project.
7/19/2018	Read Chapter 13 and take the Chapter 13 exam.
7/24/2018	Read Chapter 14, and take the Chapter 14 exam, and then do the section 5 Discussion and project.
7/26/2018	End of class. All work must be submitted today.

### Important University Dates:

Fri, 1st   Minimester ends
Fri, 1st   Priority Deadline to Submit Graduation Application
Fri, 1st   Tuition and Fee Payment Deadline (10-week, 8-week, 1st 5 week sessions)
Mon, 4th   Class begins (1st 5 week, 10 week and 8 week)
Mon, 4th   ADD/DROP/LATE REGISTRATION BEGINS (10-week, 8-week, & 1st 5-week sessions) (\$25 fee assessed for late registrants)
Thu, 7th   Last day to drop 1st 5-week classes with no record
Mon, 11th   Last day to drop 8-week classes with no record
Tue, 12th   Last day to drop 10-week classes with no record
Fri, 22nd   Last day to drop a 1st 5-week class with a Q or withdraw with a W
Fri, 22nd   Student End of Course Survey Opens ( 1st 5-Week Classes)
Fri, 29th   Deadline for Admissions applications
Fri, 29th   Deadline for submission of final committee-edited theses with committee approval signatures to Office of Graduate Studies
Fri, 29th   Last day to drop a 8-week class with a Q or withdraw with a W
<b>Jul-18</b>

2nd-6th   Finals Week First 5 week session
Mon, 2nd   Deadline to submit application to Teacher Education Program
Wed, 4th   Independence Day
Thu, 5th   Last day to withdraw from the university (1st 5- weeks session students)
Fri, 6th   1st 5 week classes end
Fri, 6th   Deadline to Submit Graduation Application for Ceremony Participation
Sun, 8th   Student End of Course Survey Opens (1st 5-Week Classes)
Mon, 9th   2nd 5 week classes begin
Mon, 9th   Grades due from faculty by 3pm (1st 5 week classes)
Mon, 9th   ADD/DROP/LATE REGISTRATION (2nd 5-week sessions) (\$25 fee assessed for late registrants)
Thu, 12th   Last day to drop 2nd 5-week classes with no record
Fri, 13th   Student End of Course Survey Open ( 8-Week Classes)
Fri, 20th   Last day to drop a 10-week class with a Q or withdraw with a W
23rd-27th   Finals Week - Summer 8 week session
Fri, 27th   Last day to drop a 2nd 5-week class with a Q or withdraw with a W
Fri, 27th   Last day to withdraw from the University (8 weeks session students)
Fri, 27th   8 week classes end
Fri, 27th   Deadline for submission of final committee-edited theses with committee approval signatures to Office of Graduate Studies
Sun, 29th   Student End of Course Survey Close (8-Week Classes)
Sun, 29th   Student End of Course Survey Opens (10-Week and 2nd 5-Week Classes)
Mon, 30th   Grades due from faculty by 3pm (8 week classes)

## 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

### Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

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

### Other Technology Support

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

24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto: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.*

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## UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

### **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 Academic 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) web page [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 related 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. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [https://www.tamuct.edu/student-affairs/index.html]. 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].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

### **Tutoring.**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus 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 have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@tamuct.edu).

Chat live with a tutor 24/7 for almost any subject from 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 40 subject areas. Access Tutor.com through Canvas.

**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-4pm Monday-Thursday during the summer with online hours available Monday-Thursday 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/) at [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto: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](mailto: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 85,000 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 24 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](http://tamuct.libguides.com/index) [<http://tamuct.libguides.com/index>].

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### **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 TAMUCT, 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 Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

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**

Students should come to class prepared, ready to ask questions and participate in discussions.

While in other classes, the direct quoting of other authors is considered acceptable when properly cited and referenced; in this class, it is not acceptable. You may not directly quote any other published paper, web site, or textbook in any writing assignment, including papers, homework, discussion boards, PowerPoint presentations, or any other written assignments. The simple reason for this is that copying (quoting) is a lower level skill. However, reading, understanding, and then communicating the ideas in your own words (paraphrasing) is the high level skill that I want you to develop.

All late assignments will lose 30% of the available points before being graded.

All software projects submitted as part of an assignment must have the author's name in every class and method submitted. (See Code Documentation Standards.) Every project submitted must be named starting with the student's last name followed by the project number. All projects must be zipped using WinZip. The zipped file submitted must be named, starting with the student's last name. Projects that do not follow this naming and documentation standard will be returned ungraded.

Dr. Woodcock reserves the right to modify this syllabus during the semester.

## **Instructor Information**

Dr. Woodcock has a PhD in Computer Science from Florida Atlantic University. He has over 25 years of real world experience working for IBM and Sony-Ericsson. Dr. Woodcock believes that you will learn best by being engaged in class, asking questions, participating in discussion, and doing the hands on exercises.

This class will be a lot of work, but it will also be fun.