CIS 4351 – 110 – IS Project Management
Fall 2023
Texas A&M University-Central Texas

COURSE DATES, MODALITY, AND LOCATION

August 28, 2023 – December 15, 2023

*This course meets face-to-face (**9:30 am to 10:45 am, Monday and Wednesday in Founders Hall - 307**), with supplemental materials available online through the A&M-Central Texas Canvas Learning Management System [https://tamuct.instructure.com/].*

INSTRUCTOR AND CONTACT INFORMATION

Instructor Rahul Dwivedi, Ph.D.
Office Founders Hall 323H
Phone: Not Available
Email: *rahul.dwivedi@tamuct.edu (preferred) or Canvas inbox.*

Office Hours

Monday and Wednesday: 11 am to 12 noon
Thursday: 12 pm to 1 pm

Students can also email their concerns or questions about any aspect of the course any day of the week. If something needs to be addressed via virtual meeting, students can also request WebEx (https://tamuct.onecampus.com/task/all/webex) or Microsoft Teams meeting(s) during the weekdays.

Student-instructor interaction

I check my university email many times daily and typically respond within 24 hours of receiving weekly emails. Replies during weekends may be delayed up to 48 hours. Email is also the best mode of communication.

This course extensively uses the TAMUCT Canvas Learning Management System (https://tamuct.instructure.com). The course syllabus, schedule, supplemental readings, class announcements, PowerPoint slides, learning modules, homework assignments, exams, and other course-related documents will be posted on Canvas throughout the week. Each student is responsible for the posted material and should check Canvas several times a week for updates.

Emergency Warning System for Texas A&M University-Central Texas
SAFEZONE. SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability

to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the SafeZone website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps:
1. Download the SafeZone App from your phone store using the link below:
   o iPhone/iPad: [https://apps.apple.com/app/safezone/id533054756]
   o Android Phone / Tablet
     [https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

For updates on COVID information, please monitor the University website [https://www.tamuct.edu/covid19/]

COURSE INFORMATION

Course Overview and description

This course studies the processes, methods, techniques, and tools that organizations use to manage their information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This course assumes that project management in modern organizations is a complex team-based activity, where various types of technologies (including project management software and software to support group collaboration) are an inherent part of the project management process. This course also acknowledges that project management involves the use of resources from within the firm and contracted from outside the organization.

Course Objective or Goal
Student Learning Outcomes

Students will learn to:

- Initiate, specify, and prioritize information systems projects and determine various aspects of the feasibility of these projects.
- Demonstrate an understanding of the foundations of project management, including its definition, scope, and the need for project management in modern organization.
- Demonstrate an understanding of the phases of the project management lifecycle.
- Manage project teams, including the fundamentals of leadership and team motivation.

- Manage project communication, both internal to the team, and external to other project stakeholders.
- Initiate projects, including project selection and defining project scope.
- Manage project schedules with appropriate techniques and tools.
- Manage project resources, including human resources, capital equipment, and time.
- Manage project quality, including the identification of the threats to project quality, techniques for measuring project quality, and the techniques for ensuring project quality is achieved.
- Manage project risk, including the identification of project risk and the techniques for ensuring project risk is controlled.
- Manage the project procurement process, including understanding external acquisition and outsourcing and the steps for managing external procurement.
- Manage project execution, including monitoring progress, managing change, and appropriately documenting and communicating project status.
- Control projects through information tracking and cost and change control techniques.
- Close projects, including administrative, personnel, and contractual closure.
- Demonstrate an understanding of the mechanisms for dealing with legal issues in complex project contexts.
- Appreciate ethnic and cultural differences in working with global teams either internal to organizations or by engaging offshore outsourcers.

Competency Goals Statements (certification or standards)

Although not required, students can attempt and successfully pass various entry-level project management certification examinations, such as Certified associate in project management from the Project Management Institute (PMI) or Project+ from the Computing Technology Industry Association or CompTIA.

Required Reading and Textbook(s)

Information Technology Project Management, Kathy Schwalbe, 9th edition, Cengage Publishing, ISBN: 9781337101356

Reference Textbooks

A Guide to the Project Management Body of Knowledge (PMBOK Guide) 6th Edition, Project Management Institute (PMI) 2017. ISBN: 9781628251845

The Mythical Man-Month: Essays on Software Engineering, 2nd edition, Frederick P. Brooks, Jr., Addison-Wesley Professional, Anniversary Edition, ISBN: 9780201835953

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent

retailer, including an online retailer. Also, an electronic version of the textbook(s) may be available for use.

Supplementary Material: The course textbook will be supplemented with other materials that may include research articles, case studies, industry articles, videos including TED talks, PowerPoint presentations, etc. Students must know how to search for and download research papers from the Web (more specifically from Google Scholar www.scholar.google.com) and from the University library (https://tamuct.libguides.com/index).

COURSE REQUIREMENTS

Course Requirements: (Include point values for each- not just a percentage)

Examinations: There will be three take-home exams available via Canvas. Each exam is worth 20 points. The first exam will be based on chapters 1 to 5, the second on chapters 6-10, and the final exam will be based on chapters 11-13. The exams will be available on Canvas for approximately two to three days on weekends, but you will get a fixed time once you start. The exams must be taken in one sitting and will be timed. The exams will be open-book, and multiple attempts will not be allowed. The exams consist of multiple-choice questions, including true/false.

For the exams, you will be required to know the material from the textbook chapters and material from the class lectures, such as PowerPoint slides and any supplementary/additional material. You are required to take the exam(s) on the available days. There will be no makeup exams.

Individual homework assignments: There will be four homework assignments. Each homework assignment is worth 5 points. The homework assignment may be based on one or more case studies on software project management or hands-on practice homework. Students will get two weeks to work on the homework assignment, which must be submitted on or before the due date. One point will be deducted each day the homework assignment is late.

Individual project: Students will research and prepare a project management plan for an IT project for a hypothetical or real-world organization (more details will be provided via Canvas within the next few weeks). You may also choose your place of work (employer) as the organization facing an IT-related issue and develop a software/IT project management plan. The individual project is worth 20 points. The individual project is due by December 15, 2023, at midnight. No late submissions are allowed for the individual project, and exceptional circumstances must be discussed with the instructor when possible.

Grading Criteria Rubric and Conversion

Item	Quantity	Points	Total / Percent
Exam(s)	3	20	60
Homework assignments	4	5	20
Individual Project	1	20	20
TOTAL			100

Exams, homework assignments, and an individual project will receive a numeric score (0-100) each. These scores will be converted to points and totaled to ultimately be converted to letter grades of A, B, C, D, or F, as shown in the example below:

	Percent earned by Student	Max points	Points to be added to the final grade
Exam 1	78%	20	15.6
Exam 2	85%	20	17
Exam 3	90%	20	18
Homework 1	60%	5	3
Homework 2	75%	5	3.75
Homework 3	80%	5	4
Homework 4	90%	5	4.5
Individual project	65%	20	13
TOTAL		100	78.85

89.5 – 100 = A
79.5 – 89.49999 = B
69.5 – 79.49999 = C
59.5 – 69.49999 = D
Below 59.5 = F

Grades will not be curved (in the above example, the student with 78.85 will receive a C, NOT a B).

Posting of Grades

All student grades will be posted on the Canvas Grade Book, and students should monitor their grading status through this tool. Grades will be posted within two weeks after the due date.

Grading Policies

Refer to the late policy related to homework assignments above.

Plagiarism policy: *Students are strongly advised not to copy and paste material from websites, study guides (such as Chegg, Course Hero, etc.), research articles, industry articles, blog posts, or other online resources. Students must rephrase and adequately cite any of the material used in their submissions. All your submitted writings will be checked using an automated plagiarism check software already built into Canvas available from the University. The following point deductions will apply to your submitted writings depending on the extent of plagiarized content:*

- *More than 30% plagiarized – Not acceptable, and students will not earn any points.*
- *21% to 30% plagiarized – 70% points deducted with a warning to be more careful with future submissions.*
- *11% to 20% plagiarized – 60% points deducted with a warning to be more careful with future submissions.*
- *0% to 10% plagiarized – Acceptable with a warning to be more careful during future submissions.*

The above policy will be followed during the course along with the standard University policy of Student academic conduct.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

Week	Dates	Chapters	Due at midnight	Notes
1	August 28 – September 1	Faculty Introduction, Syllabus, and Chapter 1		
2	September 4 – September 8	Chapter 2		Homework 1 available
3	September 11 – September 15	Chapter 3		Individual Project available
September 13: Deadline to drop 16-week classes with no record (Census)				
4	September 18 – September 22	Chapter 4	Homework 1 due	
6	September 25 – September 29	Chapter 5		Homework 2 available
7	October 2 – October 6	Exam 1	Exam 1 due	No class (I am traveling for a conference).
8	October 9 – October 13	Chapter 6	Homework 2 due	

10	October 16 – October 20	Chapter 7		
12	October 23 – October 27	Chapter 8		Homework 3 available
13	October 30 – November 3	Chapter 9		
14	November 6 – November 10	Chapter 10	Homework 3 due	
November 9: Deadline to drop 16-week classes with a quit (Q) or withdraw (W)				
November 10: Veterans Day				
15	November 13 – November 17	Chapter 11 and Exam 2		Homework 4 available
16	November 20 – November 24	Chapter 12		
November 23-24: Thanksgiving break				
17	November 27 – December 1	Chapter 13	Homework 4 due	
18	December 4 – December 8	Exam 3		No class.
19	December 11 – December 15		Individual Project Due	No class.

Important University Dates
For important university dates from the current Academic Calendar refer to the link:
https://www.tamuct.edu/registrar/academic-calendar.html

TECHNOLOGY REQUIREMENTS AND SUPPORT

Familiarity with Microsoft Office products – Word and Excel.

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome, Firefox, Edge, or Safari browsers. Canvas will run on Windows, Mac, Linus, iOS, android, or any other device with a modern web browser. **Canvas no longer supports any version of Internet Explorer.**

Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/] by clicking on the "TAMUCT Online Canvas" tile. You will then log in through our Microsoft portal.

   Username: Your MyCT email address. Password: Your MyCT password

Canvas Support

Use the Canvas Help tab, located at the bottom of the left-hand menu, for issues with Canvas. You can search the support articles or use the Email, Call, or Chat buttons at the bottom of the support pop-up to contact the Canvas Help Desk.

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

Online Proctored Testing

Texas A&M University-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio requires use of the Chrome web browser with their custom plug in installed.

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
> Phone: (254) 519-5466
> Web Chat: [http://hdc.tamu.edu]
> *Please let the support technician know you are an A&M-Central Texas student.*

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Warrior Center for Student Success
The Warrior Center for Student Success is a comprehensive academic support department at A&M-Central Texas, dedicated to fostering an environment of excellence and empowerment among its student body. The center offers a wide range of programs and services to ensure every student reaches their full potential, and is a haven for students seeking guidance, resources, and a strong support network to excel in their educational journey.

ADA Access and Accommodations: Texas A&M University-Central Texas ensures that students with disabilities have equal access to educational opportunities by providing appropriate accommodations and support services. If you believe you have a physical, learning or socio-emotional disability requiring reasonable accommodations, please visit Access and Inclusion [https://www.tamuct.edu/student-affairs/access-inclusion.html] for more details or contact the Office of Access and Inclusion, WH-212; (254) 501-5836. Any information you provide is private and confidential.

Success Coaching and Peer Mentoring: Our experienced Success Coaches work one-on-one with students to develop personalized action plans, set academic goals, and build effective study strategies, time management skills, and resilience. Our Peer Mentors provide a valuable support system, offering guidance, encouragement, and a relatable perspective to help

students navigate their academic and personal challenges. For more details call 254-501-5836 or 254-501-5928 or visit Academic Support [https://www.tamuct.edu/student-affairs/academic-support.html]. Click the link to schedule a session (virtual or in-person) with a success coach bit.ly/3q7uB50 or visit WH, 111.

Testing Services: We offer a secure and comfortable environment for students and members of the community to take courses and distance learning exams, as well as placement tests and professional certification exams. Our Testing Service also offers resources and support referrals for testing related challenges (test anxiety, learning disabilities, etc.) and supports all approved ADA accommodations. Call (254) 519-5830 or visit the Testing Center [https://www.tamuct.edu/testing-center/].

Tutoring and Supplemental Instruction Services: Our team of qualified Tutors and Supplemental Instructors assist students in various non-writing subjects, promoting academic comprehension and enhancing learning outcomes. Click the link to schedule a tutoring session with a TAMUCT tutor (virtual or in-person) or view tutor availability bit.ly/43Q6wNz. You may also chat live with a remote tutor 24/7 for a variety of subjects through our partnership with Tutor.com, an online tutoring platform that is free to all TAMUCT students. To learn more please visit Tutoring Services [https://www.tamuct.edu/student-affairs/academic-support.html#tutoring] or call (254) 501-5836 or visit the Tutoring Hub in Warrior Hall, 111.

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. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Student Conduct Office. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the student conduct process, [https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may submit a referral, [https://cm.maxient.com/reporting.php?TAMUCentralTexas].

Drop Policy

If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.

[https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlsso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Records and Admissions Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Records and Admissions 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 Records and Admissions 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.

Pregnant and/or Parenting Students Rights and Accommodations

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Associate Dean in the Division of Student Affairs, (254) 501-5909, can assist students who are pregnant, experiencing pregnancy-related conditions, and/or parenting by provide flexible and individualized reasonable accommodations. Students should seek out assistance as early in the pregnancy as possible through the Pregnancy & Parenting webpage [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 specifically prohibits discrimination against a student based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions [https://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.html].

Students experiencing any form of discrimination due to any of these conditions are encouraged to reach out to the Title IX Coordinator, 254.519.5716, titleix@tamuct.edu, Founders Hall 317B, or the Associate Dean of Student Affairs, 254.501.5909, Warrior Hall 105.

Title IX Rights and Reporting Responsibilities

Texas A&M University-Central Texas is committed to creating a safe and open learning environment for all students. If you or another student has experienced any form of gender discrimination or sexual misconduct, including sexual harassment, sexual assault, dating/domestic violence, and/or sex-based stalking, help and support are available. Our university strongly encourages all members of our campus community to report incidents and seek support for gender discrimination and sexual misconduct through the Title IX Office. You may contact the Title IX Office at 254.519.5716, titleix@tamuct.edu, Founders Hall 317B, or learn more by visiting the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Please be aware that that under Title IX, Texas Senate Bill 212, and System Regulation 08.01.01, [https://policies.tamus.edu/08-01-01.pdf] all university employees are mandated reporters and are required to disclose information about suspected or alleged violations as listed above and

defined in System Regulation 08.01.01. If the Title IX Office receives information about an incident, they will reach out to offer information about resources, rights, and procedural options as a member of the campus community. Although I have an obligation to report, you will, in most cases, control how your case will be handled. When working with the Title IX Office you will have access to resources and accommodations but also have the opportunity to express if you wish to move forward with an investigation. Our goal is to make sure you are aware of the options available to you as a student. Community members are not required to respond to this outreach.

If you or another student wishes to speak to a confidential employee who does not have this reporting responsibility, you can contact the Student Wellness & Counseling Center, [https://www.tamuct.edu/student-affairs/student-counseling.html], 254.501.5955, or swacc@tamuct.edu, located in Warrior Hall Room 207L or the Student Support Advocate, 254.501.5978 or ssa@tamuct.edu, located in founder Hall Room 317D.

University Library & Archives

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 1,203,947 eBooks and 134,750 journals, in addition to the 96,879 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 virtually through WebEx, Microsoft Teams or in-person at the library. Schedule an appointment here

[https://tamuct.libcal.com/appointments]. 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 workspaces, 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/index]

University Writing Center

Located in Warrior Hall 416 and online, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The face-to-face hours of operation are from 10:00 a.m.-5:00 p.m. Monday and

Thursday in Warrior Hall 416. Online tutoring is available Monday thru Thursday from 10:00 a.m.-5:00 p.m. and from 6:00-9:00 p.m. and on Saturdays from 12:00-3:00 p.m.

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 UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

OTHER 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 Wellness and 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/compliance/titleix.html].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online

[https://cm.maxient.com/reporting.php?TAMUCentralTexas].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/bit) website for more information [https://www.tamuct.edu/bit]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

OTHER POLICIES

INSTRUCTOR POLICIES

Policies related to absence, grading, etc.

- Homework must be submitted through Canvas and due on the mid night (11:59 PM) of specified due date/time. No email submissions will be accepted except under unforeseen circumstances.
- Late penalties will be applied to homework submitted after due dates. Refer to late submission policy for individual homework assignments. Late submits are not allowed for exams and individual projects.
- The exams will be available for two to three days on Canvas as explained above (although, once you start the exam, you will get only a limited time). Also, multiple attempts will not be allowed under any circumstances for any of the exam(s).
- Plagiarism check will be carried out using plagiarism check software built into Canvas available from university. Homework assignments or projects with more than 30% plagiarized material will receive a grade of zero.

My personal statement

- You will receive feedback in the form of graded assignments within two weeks after the due date. I want you to read the feedback that I provide to you (your personal grading notes and Canvas emails).
- I am almost always available via email and typically respond within 24 hours except on weekends. Students may also request virtual meeting(s) during weekdays, if required.
- I prefer email to phone conversations.
- I reserve the right to modify the course syllabus during the semester for the benefit of the students.
- I reserve the right to supplement materials presented in the text with additional course material that may help the students to understand the topic better.
- I reserve the right to modify grading policy rubrics. Any change to grading rubrics will be applied to current and possible future assignments.

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.