INFO 3234. BUSINESS INFORMATION SYSTEMS ANALYSIS AND DESIGN

INSTRUCTOR: Dr. Monica S Johar
OFFICE: 352 C FRIDAY BUILDING
CLASS: FRIDAY 142
Office Hours: Tuesday -1.00pm-2.30PM, and by appointment.
E-mail: msjohar@uncc.edu **(preferred)**

COURSE OVERVIEW

This course is intended for business students who are likely to be involved in the systems development process in a variety of roles. These roles include systems analyst, systems designer, programmer, systems auditor, and systems support person.

The primary objective of this course is to provide a thorough understanding of technical and managerial issues that are important in the context of business systems development. Examples of technical issues include data, process, and object modeling. Examples of managerial issues include evaluation, selection and management of information systems projects. Teamwork is becoming increasingly important in systems development. The course will also examine teamwork in the context of business systems.

Students will acquire significant hands-on experience with the use of tools used by business systems analysts

Course Description (UNCC Catalog):

INFO 3234. Business Information Systems Analysis and Design. (3) Prerequisites: INFO 3231 and INFO 3233 with a grade of C or above. Examination of business information systems from the perspective of the systems analyst to provide an understanding of concepts, processes and techniques as they are applied to the systems development life cycle. Emphasis on the use of structured and object-oriented techniques to manage the complexities involved in the analysis phase of systems development. (Fall)

COURSE MATERIALS

REQUIRED BOOKS AND ARTICLES

- J.A. Hoffer, J.F. George, and J.S. Valacich. Modern Systems Analysis and Design, Seventh Edition, Prentice Hall, 2013.
- Other Material on Moodle2

GRADING

PROJECTS	o Project 1 = 25 o Project 2= 50 o Project 3= 75 o Project 4= 100 o Project 5= 100
EXAMS	• Exam 1 = 200 • Exam 2 = 200 • Exam 3 = 200
PARTICIPATION	= 50
TOTAL	= 1000

SAS project – Extra 25 points

Final grades will be based on the following scale: A >899, B-800-899, C-700-799, D-600-699, F <600. In addition, students are expected to receive an average of 65% in the three exams in order to receive a grade of C or better.

Class participation grade is based on attendance and active participation in classroom discussion.

Class behavior
Inappropriate behavior in class distracts from the ability of others to profit from their in-class experience. Such inappropriate behavior includes arriving late, leaving early, talking, surfing the net during the class, and so on. Rude and inappropriate behavior **will not be tolerated**. Since it is my responsibility to provide an environment that is conducive to learning for everyone in the class, I will deduct points from the grade of any student who chooses to repeatedly distract others. In particularly egregious cases, I will have the student permanently removed from the class.

Tardiness or early departure is disruptive and is, of course, strongly discouraged and considered disruptive.

Under no circumstances will students be permitted to spend their class time working on assignments for other classes, checking e-mail, surfing the Web, or printing out homework. Attempts to engage in such behavior will be reflected in lower grades and may lead to removal from the course. The professor may deduct a maximum of 5 points from the overall grade at each instance of such behavior.

Electronic Devices in Class

Use of cellular phones, laptops pagers, CD players, radios, and similar devices are prohibited in the classroom and laboratory facilities, unless required by the instructor. Cellular phones MUST BE TURNED OFF DURING CLASS and students are strongly discouraged from checking their cell-phone messages when the class in progress. Use of instant messaging, email or other communication technologies during class time is prohibited. Calculators and computers are prohibited during examinations and quizzes, unless specifically allowed by the instructor. *I will take very seriously any complaints from fellow students who are distracted by non-class related use of electronic devices by any student.*

Students violating these policies will be marked for disruptive behavior and may be asked to leave the class. Their grade will also be affected according to the rules of class participation points (pages 2 and 3 of this document). **Attempts to engage in such disruptive behavior will be reflected in lower grades and may lead to removal from the course. The professor may deduct a maximum of 5 points from the overall grade at each instance of such behavior.**

Accommodation for Disabilities

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.

Academic integrity

As a program that helps to create business and government leaders, the College of Business has an obligation to ensure academic integrity is of the highest standards. Standards of academic integrity will be enforced in this course.

University regulations will be strictly enforced in all cases of **academic irregularities, cheating or plagiarism** or any variations thereof. 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.

All UNCC students have the responsibility to be familiar with and to observe the requirements of The **UNCC Code of Student Academic Integrity** (see the Catalog). This code forbids cheating, fabrication or falsification of information, multiple submission of academic work, plagiarism of written materials and software projects, abuse of academic materials (such as Library books on reserve), and **complicity in academic dishonesty** (helping others to violate the code). Additional examples of violation of the Code include:

- Representing the work of others as your own.

For this class, it is permissible to assist classmates in general discussions of computing techniques. General advice and interactions are encouraged. Each person, however, must develop his or her own solutions to the assigned homework and laboratory exercises. Students may not "work together" on graded assignments. Such collaboration constitutes cheating, unless it is a group assignment. A student may not use or copy (by any means) another's work (or portions of

it) and represent it as his/her own. If you need help on an assignment, contact your instructor or the TA, not other classmates.

Any further specific requirements or permission regarding academic integrity in this course will be stated by the instructor, and are also binding on the students in this course.

Students who violate the code can be punished to the extent of being **permanently expelled** from UNCC and having this fact recorded on their official transcripts. The normal penalty is zero credit on the work involving dishonesty and further substantial reduction of the course grade. In almost all cases, the course grade is reduced to "F." If you are unclear about whether a particular situation may constitute an honor code violation, you should meet with the instructor to discuss the situation.

If you do not have a copy of the code, you can obtain one from the Dean of Students Office.

Students are expected to **report cases of academic dishonesty** they become aware of to the course instructor who is responsible for dealing with them.

Feel free to discuss the definition of cheating and/or plagiarism with me if you are unclear on these terms or have questions about the acceptability of a particular type of action.

Introduction to Canvas:
Canvas is a software tool for the use of instructors, teaching assistants (TA) and students. It is accessible from the Internet both on and off campus and has the following features:

1. **Syllabus:** A current copy of the course syllabus.
2. **Files:** Notes provided from the textbook vendor and the instructor.
3. **Announcements:** Instructor/TA can communicate with students about course activities and post interesting course-related topics
4. **Discussions:** Students can post any course-related queries here.
5. **Grades:** You can access your grades here. If you have questions about your grades, communicate through Canvas mail with the instructor. Check the bulletin board to see if there is a message to the class about the posting of grades.
6. **Assignments:** Assignments will be posted here and can be downloaded to your PC. Each assignment will have a deadline. This is the latest time the assignment can be submitted without penalty. You can upload your assignment file many times and submit it many times before the given deadline. After the deadline, your assignment will be frozen and you will not be able to change your assignment (if it is turned in before the deadline). If you submit your assignment after the deadline it will be considered late. Once your assignment is graded, comments on your assignment will appear along with your grade on Canvas.

Diversity Statement

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes,

but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

Attendance Policy

Students are expected to attend all classes. Attendance will be taken randomly. Students who miss more than 4 classes without a valid, documented reason (validity will be decided by the instructor) will be penalized using the following rules; 4-5 classes – 50 % of the class participation points 5-10 classes 75% of the class participation grade.

Students are responsible for all material, assignments, and announcements covered in their absence. Unauthorized absence from exams will result in a failing grade for the course.

Assignments

Students are responsible for keeping backup copies of assignments that are turned in.

Every member of a group is expected to contribute to group projects. Students will be expected to turn in evaluation of individual performance of group members. Written exams are likely to contain questions regarding the projects in order to test individual contribution. In addition, the instructor reserves the right to ask selected students to take an oral examination regarding their contribution to projects. The instructor may ask for periodic progress reports on projects.

A penalty of **20% of the assignment value per day** (including weekends) is assessed on late assignments beginning on the day due.

Computer Lab Use

The lab assistants working in the student labs are only expected to perform administrative duties and render basic help in the use of hardware and software. Any consultation beyond this will be construed as cheating.

Incomplete Grade Policy
Receiving a grade of incomplete ("I") is not based solely on a student's failure to complete work or as a means of raising his/her grade by doing additional work after the grade report time. An incomplete grade can be given only when a student has a serious medical problem or other extenuating circumstance that legitimately prevents completion of required work by the due date. In any case, for a student to receive an 'I' grade, the student's work to date should be passing, he/she must have completed a significant portion of the course, and the student must provide proper written proof (e.g., a doctor's note) of the extenuating circumstances.

Course Changes Policy
The instructor reserves the right to make any necessary changes to the course content, schedule, and policies.

Exams
Make-up exams will NOT be given except in cases of serious medical emergencies as evidenced by a written doctor's excuse or other documented reasons that are discussed with the instructor prior to the exam. Permission must be obtained from the professor prior to the scheduled exam time. Students missing an exam with an approved excuse will be allowed to make up the exam. Exam reviews will be available during office hours or by appointment for one week after exam grades are posted.

Exams are a form of intellectual property belonging to those who create them. This means that exams may not be taken out of the room or copied. Students are encouraged to review their exams during office hours or by appointment. However, failure to return an exam after taking or reviewing it or removing an exam from my presence at any time or copying an exam will be considered theft of intellectual property. Such action will result in an exam grade of zero and may warrant further disciplinary action.

TENTATIVE COURSE SCHEDULE
(MODIFICATIONS MAY BE MADE AT THE DISCRETION OF THE INSTRUCTOR)

Date	Topic	Reading	Deadlines
January 10	Course Introduction, Analysis and Design of IS	ch. 1,2	
January 15	Analysis and Design of IS & Requirements Determination (Examples)	Ch. 2,6	
January 17	PROCESS MODELING	ch. 7	
January 22	PROCESS MODELING	ch. 7	
January 24	CASE TOOLS (VISIO) Practice		
January 29	Selecting and Justifying Systems Projects	ch. 4,5	
January 31	Selecting and Justifying Systems Projects/ Catchup & Review	ch. 4,5	Project 1 Printouts
February 5	Structuring Process Requirements	ch. 7,8	
February 7	Structuring Process & Data Requirements	ch. 7,8	
February 12	Projects Review		
February 14	Exam 1		
February 19	SAS Enterprise Miner Lab Demo		Project 2 Report

February 21	Project 2(Feasibility Study)		
February 26	Project 2(Feasibility Study)		
February 28	Project 2(Feasibility Study)		
March 12	Structuring Process & Data Requirements Structuring Logic Requirements	Ch.7. ch. 8	
March 14	**SPRING BREAK**		
March 19	**SPRING BREAK**		
March 21	Project 3		
March 26	Designing Databases	ch.9	
March 28	Implementation/		
April 2	Project 3 Presentations		Project 3 Report
April 4	Project 3 Presentations		
April 9	Catchup and Review		
April 11	Managing IS Projects		
April 16	Exam 2		
April 18	SAS Project, PROJECT 4/5	ch. 3	
April 23	Managing IS Projects/	Ch. 7,8 appendix	
April 25	OO-Analysis and Design		Project 4 Report
April 30	OO-Analysis and Design,	Ch. 7,8 appendix	
May 2	Designing Distributed & Internet Systems	ch. 12	
May 7	Designing Distributed & Internet Systems	ch. 12	
May 9	Exam 3		SAS Eminer Extra Credit Due
May 14	PROJECT PRESENTATIONS (DATE, TIME and LOCATION To Be Confirmed)		PROJECT 5 DELIVERABLES