CIS 234 – System Design & Development

Instructor: Pete Farrar **Phone**: 425-640-1330 x 7051 *(please don't use – contact me through Canvas message. Expect replies M-F within approx. 24 hours)*. **E-mail**: **Peter.Farrar@email.edcc.edu** **Office Location/Hours**: N/A - by appt. only	**Quarter**: **Spring 2015** **Course**: CIS 234, Section S **Location**: Snohomish (SNH) 124 **Meeting Time**: Hybrid Course: meeting Thursdays, 6:00 p.m. – 9:00 p.m. **Credits**: 5

COURSE DESCRIPTION
Provides hands-on experience in systems design and implementation using a prototype approach. The case study is designed, tested and implemented. User manuals are written. Prerequisite: CIS 233 with a minimum grade of 2.5 or equivalent experience.

REQUIRED TEXTBOOKS: (see Edmonds CC Bookstore: www.edcc.edu/bookstore.)
- ***Systems Analysis and Design, 10th Ed.*** By Harry J. Rosenblatt, Copyright © 2014, ISBN: 13: 978-1-285-17134-0 (same text you used in CIS 233)

REQUIRED SUPPLIES/MATERIALS: (Jump/thumb drive STRONGLY advised)
- Microsoft Visio **OR** MySQL Workbench (http://www.mysql.com/products/workbench/)
- Computer Resources: Computers are available in a wide variety of locations across campus. The campus also has a wireless network available for students. See ACS at www.edcc.edu/acs/facilities.html for a complete list of locations and resources, and see START at www.edcc.edu/online/start for student technical assistance.

COURSE MODE
This is a hybrid course. A hybrid course is a combination of traditional classroom activities as well as online instruction. Some classroom time is replaced by content and activities that take place in a managed online eLearning classroom. All your quizzes and exams will be taken online, as well as various discussion assignments over the quarter. For more information about taking a class a Hybrid course, visit www.edcc.edu/elearning. Successful completion of student responsibilities in this class requires access to Canvas via an Internet browser. You are expected to login to the Canvas classroom *at least* 3 to 4 times per week. There is a Canvas classroom for this class on the Web that will act as a central repository of course assignments & quizzes, as well as material you will need during the course. You are responsible for checking this site regularly for announcements and other information.

COURSE LEVEL LEARNING OBJECTIVES (CLOs)
Upon successful completion of this course, students should be able to:
1. Work in teams to define a project plan and perform systems lifecycle (SDLC) activities. [EXPLORE]
2. Prepare and deliver formal written and oral status reports. [COMMUNICATE]
3. Create a system design document, including database design, input and output design, process specifications, and user interface design standards. [COMMUNICATE]
4. Apply user-centered design principles to create a prototype of the user interface design that meets documented requirements; prepare a formal demonstrate of this prototype. [REASON]
5. Develop a database application (prototype) that meets documented data and process specifications. [REASON]
6. Write and implement a test plan for validating system functionality against requirements. [COMMUNICATE]
7. Write a user manual and training plan. [COMMUNICATE]
8. Prepare a roll-out and maintenance plan for project implementation. [REASON]
9. Perform a structured walk-through and demonstration of a complete working system. [COMMUNICATE]
10. Perform final project wrap-up activities and compile documentation for all aspects of the systems design, development, and implementation phases of the SDLC. [EXPLORE]

CERTIFICATE AND DEGREE (PROGRAM-LEVEL) LEARNING OUTCOMES (PLOS). This course is part of a certificate or a degree, and assesses student achievement of these specific outcomes: Outcomes for Edmonds CC degrees and certificates can be found in the online college catalog at http://catalog.edcc.edu embedded within each degree or certificate. To find specific outcomes, click on the Degrees and Certificates link and select a program from the list.

COLLEGE WIDE ABILITIES: www.edcc.edu/assessment/cwa.html. See above CLOs for course alignment with College Wide Abilities and those that are addressed in this course.

ACTIVITIES TO ACHIEVE OBJECTIVES
- Read textbook chapters and any supplemental materials provided.
- Regularly logon to Canvas and read announcements & review assignment documents.
- Participate in class lectures and other in-class activities.
- Apply your knowledge by completing lab assignments, discussion forum questions, practice quizzes, exams, & a comprehensive term project.

ASSIGNMENTS AND GRADING
The following are some ground-rules regarding course deliverables. Your course grade is determined by your scores on team assignments, term project drafts & final deliverables, practice quizzes, exams, and class participation (includes in-class activities). Work is evaluated on accuracy, neatness, completeness, and effort shown to complete assignments according to instructions. In addition, submitting ON TIME, quiz and exam scores, and participation in class discussion and activities. Course percent grade is calculated by dividing the total of your points earned by the total points available. Assignments/deliverables are not weighted in this course.

For team assignments, a team grade will be calculated for each deliverable, and all team members will receive the same grade for the deliverable. If there are severe problems with a specific team member who is not actively participating on the team, the team leader may request a "disciplinary action" from the manager (instructor). Special procedures for this situation will be executed on a case-by-case basis and that team member's points may be adjusted accordingly for specific deliverables.
- **Assignments:** will be underlined submitted either through Canvas or in hard copy and will be due at the beginning of the class period unless otherwise specified.
  - **Late Deliverables**: There is ***NO grace period for late deliverables***, and they will be accepted only at the beginning of the next class period after the original due date. **Assignments will not be accepted more than one week after the original due date**. **50% will be deducted** from the total assigned points for deliverables received after the original due date. Also, I cannot guarantee that you will receive instructor comments or feedback on any deliverable received late.
- **Practice quizzes**: the 5 chapter review practice quizzes can be taken multiple times in order to practice for the exams. **The deadline for the last time to take these quizzes is the final due deadline of the exams.** Once the exams are over, the practice quizzes will no longer be available and you will forfeit those possible points.
- **Exams:** There will be two ***on-line*** exams during the quarter, & they will cover the material in the "Concepts" book only. **NO MAKE-UP EXAMS WILL BE GIVEN!**
- **Team Assignments**: **Eight (8) team-based** research projects are assigned & detailed in Canvas. Each project will be written-up in a formal report style &/or presented in a physical demonstration. The final system demonstration & documentation is due on **Thursday, June 18th** (last class day). ***LATE PROJECTS WILL NOT BE ACCEPTED.*** Specific details will be provided through a separate document with instructions to complete each project.
- **Individual Assignments*: Four (4) categories of individual** course material and project-related assignments/deliverables include two exams (see above), progress status reports, team participation, and instructor discretionary points (these points will be given at the instructor's discretion, based on completion of individual work, personal observation, interaction & performance with your team, and course participation).
- **Final Exam & Last Class meeting:** there is no "final exam". Class will meet on June 18. Attendance is required. final exam schedules http://www.edcc.edu/calendar/exams/default.html
- **Attendance/Participation:** (see above section on "Individual Assignments").

GRADING TABLE

Grade Points for Percentage of Points earned			Letter Grade Equivalency
4.0=95%	2.9=84%	1.8=73%	A = 4.0 - 3.8
3.9=94%	2.8=83%	1.7=72%	A- = 3.7 - 3.5
3.8=93%	2.7=82%	1.6=71%	B+ = 3.4 - 3.3
3.7=92%	2.6=81%	1.5=70%	B = 3.2 - 2.8
3.6=91%	2.5=80%	1.4=69%	B- = 2.7 - 2.5
3.5=90%	2.4=79%	1.4=68%	C+ = 2.4 - 2.3
3.4=89%	2.3=78%	1.4=67%	C = 2.2 – 2.0
3.3=88%	2.2=77%	1.3=66%	C- = 1.9 - 1.5
3.2=87%	2.1=76%	1.2=65%	D+ = 1.4 - 1.2
3.1=86%	2.0=75%	1.1=64%	D = 1.1 – 1.0
3.0=85%	1.9=74%	1.0=63% - 62%	F = 0.9 and below (<62%)

PARTICIPATION POLICY
Students are expected to attend and participate in each class meeting. I believe that *attendance is vital to your success in this class*. It has been proven that students who attend every class session & participate in activities & discussions better position themselves to not only comprehend & master the course material, but also receive a higher overall course grade.

INSTITUTIONAL WITHDRAWAL POLICY: see http://www.edcc.edu/es/withdrawal.html

POLICY ON V & I GRADES: can be found on the Academic Requirements page. See http://catalog.edcc.edu/content.php?catoid=44&navoid=12927 , under "Student Grades".

ACADEMIC INTEGRITY POLICY
Edmonds CC students shall demonstrate Academic Integrity. I am expected to report all violations of Academic Integrity (cheating and plagiarism) to the College. The College's database of such incidents will be monitored by the Office of the Vice President for Student Services. Data will be maintained for three years. Evidence of repeat incidents will result in additional action by the Office of the Vice President for Student Services as governed by the Student Code of Conduct. In this class, cheating and plagiarism are completely unacceptable and will be dealt with seriously and on an individual basis. For the complete policy, see http://www.edcc.edu/syllabus/plagiarism-overview.html

Discussing the course topics with your classmates is <u>encouraged</u>. Helping your classmates solve problems is also encouraged. However, all quizzes, exams, and project work turned in for a grade must be completed independently by each student. No points will be awarded for individual deliverables found to contain work directly copied from others.

CLASSROOM CONDUCT IN THE LABS
Classrooms are shared environments where each individual pays dearly to hear all of the information presented. A few courtesies are required for everyone to have a quality experience.
- CELL PHONES, PAGERS, etc. *MUST BE TURNED OFF* while in the classroom.
- Please be on time. I will make every effort to start class on time and don't believe students who make the effort to be on time should be penalized.
- Please avoid side discussions with your neighbors unless instructed to do so, as they are highly distracting and cannot be tolerated.
- *DO NOT SURF THE NET IN THIS CLASS*! If the computers become too big a distraction, I may ask that you turn them completely off until needed.

COURSE EXPECTATIONS
You: This course involves a high level of independent thinking and problem solving. You can expect to do well in this class if you:
- Complete all assignments on time as scheduled
- Invest the time and effort necessary to produce quality work

- Demonstrate a professional/courteous attitude in interactions with classmates & instructor by following directions & refraining from abusive language in Canvas postings and messages
- Assume an active role in your own learning process
- Take responsibility for understanding what each assignment entails
- Independently learn necessary tools and seek out relevant resources
- ***NOTE: I reserve the right to DEDUCT class participation points during the quarter for activities or behaviors that detract from a productive classroom environment.

<u>Me</u>: My role is to guide through the material, & therefore you can expect that I will do my best to:
- Plan relevant "real-world" learning activities to meet course objectives
- Clearly define expectations and deliverables
- Adjust the pace & schedule as needed to assure understanding and meet objectives
- Explain difficult concepts in a manner that allows you to understand them
- Give you meaningful feedback to help with your learning process
- Assign grades fairly & consistently. REMEMBER – I don't "GIVE" grades – you EARN them!

SERVICES FOR STUDENTS WITH DISABILITIES If you require an accommodation for a disability, contact, MLT 159, 425-640-1320, ssdmail@edcc.edu, http://www.edcc.edu/ssd.

ADDITIONAL STUDENT RESOURCES
- **Edmail information**: http://www.edcc.edu/edmail/default.html
- Academic Calendar: http://www.edcc.edu/calendar/academic.html
- Advising: www.edcc.edu/advising
- Center for Student Engagement and Leadership: www.edcc.edu/csel
- College Policies and Procedures (Academic Catalog): http://catalog.edcc.edu
- Counseling and Resource Center: www.edcc.edu/counseling
- Distance Learning Office: www.edcc.edu/online
- Diversity Student Center: www.edcc.edu/dsc
- eLearning Information: www.edcc.edu/elearning
- Enrollment Services: www.edcc.edu/es
- Events Calendar: http://calendar.edcc.edu/_academic.php
- Learning Support Center: http://www.edcc.edu/lsc/
- Library, including online resources: www.edcc.edu/library
- START (Student Technology Advice & Resource Team: www.edcc.edu/online/**start**
- Student Printing Guidelines: www.edcc.edu/acs/Printing
- Student Rights, Freedoms, & Responsibilities: Student conduct & disciplinary procedures. http://catalog.edcc.edu/content.php?catoid=44&navoid=12928
- Student Services: www.edcc.edu/students
- Student Support Resources: www.edcc.edu/support
- TRiO: www.edcc.edu/trio

EMERGENCY PREPARDNESS
The Triton Alert System information is here: www.edcc.edu/alert/triton. This System will be used to send notifications regarding campus closures, emergency situations, or evacuation orders in the event of an emergency or inclement weather. Edmonds CC students and employees are automatically enrolled to receive Triton Alerts through their college email addresses. Sign up to receive text and voice messages on your mobile or home phones and/or additional email notifications to personal email addresses. Campus Closure Plan: For college closure/delayed start due to weather/other emergencies, visit http://www.schoolreport.org or call college: 425-640-1459

IMPORTANT DATES
For last day to withdraw, upcoming registration dates, see www.edcc.edu/calendar/academic.html

COURSE CALENDAR/SCHEDULE
See the companion .pdf document posted in the Canvas online classroom under the "Syllabus" link.

DEPARTMENT CONTACT INFORMATION
- Program Manager: Carol Tompkins, 425-640-1902, carol.tompkins@email.edcc.edu
- Dept. Chairs: Steve Hailey shailey@email.edcc.edu Bill Marshall bmarshall@email.edcc.edu