CIS 234 – Systems Design & Development

Instructor: Pete Farrar	**Quarter**: Spring 2013
Phone: 425-640-1330 x 7051 *(please don't use – contact me through Blackboard message).*	**Course**: CIS 234, Section A
E-mail: **Peter.Farrar@edcc.edu**	**Location**: Snohomish (SNH) 124
Office Location: None	**Meeting Time**: Saturdays, 1:00 p.m. to 4:00 p.m.
Office Hours: N/A – by appointment only	**Credits**: 5

COURSE DESCRIPTION
Provides hands-on experience in systems design & implementation using a prototype approach. The case study is designed and tested using application development software. User manuals are written. Prerequisite: CIS 233 & 253 with minimum grades of 2.5 or equivalent experience.

ACCESS TO COURSE MATERIALS
Successful completion of student responsibilities in this class requires access to BlackBoard via an Internet browser. You are expected to login to the BlackBoard classroom *at least* 3 to 4 times per week. Instructions for access to Blackboard may be located online at the following address: http://blackboard.edcc.edu/webapps/portal/frameset.jsp Toll-free technical support (24/7 service) is available at http://blackboard.edcc.edu (click on the HELP button).

A Blackboard classroom will be set up on the Web for this class and will be a central repository of the course assignments and discussions, as well as material you will need during the course. You are responsible for checking this site regularly for announcements and other information. More information and instructions for setting up and accessing your Blackboard account will be provided during the first week of class.

COURSE OBJECTIVES
During this course, students will research solutions and apply many of the skills learned in previous CIS courses to develop and deliver a complete business application. Students will demonstrate the following skills, objectives, and abilities:

- Work in teams to determine systems lifecycle (SDLC) activities and define a *project plan*
- Prepare and deliver formal *written and oral status reports*
- Create a *system design document,* including database design, input and output design, process specifications, and user interface design standards
- 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
- Develop a *database application* that meets documented data and process specifications
- Write and implement a *test plan* for validating system functionality against requirements
- Write a *user manual* and *training plan*
- Prepare a *roll-out and maintenance plan* for project implementation
- Perform a *walk-through* and demonstration of a *complete working system*
- Perform final project wrap-up activities and compile *documentation* for all aspects of the systems design, development & implementation phases of the SDLC.

ACTIVITIES TO ACHIEVE OBJECTIVES

- Read the textbook chapters and any supplemental materials provided.
- Regularly logon to Blackboard and read announcements & review assignment documents.
- Participate in class lectures and other in-class activities, & complete weekly status reports.
- Apply your knowledge by completing a variety of team project assignments & an exam.

REQUIRED TEXTBOOK

1) ***Systems Analysis and Design, 9th Ed.*** By Gary B. Shelly & Harry J. Rosenblatt, Copyright © 2011, ISBN: 13: 9781133274056 (ISBN may differ from the bookstore)

REQUIRED SUPPLIES

- Jump/thumb drive to submit assignments/projects as requested.
- Notebook/Word file for keeping project interview and team meeting notes.
- Microsoft Visio (can be obtained from Misty Cline, CIS Program Manager)
  - ***EMAIL*** **mcline@edcc.edu with a copy of your schedule** to get into the MSDNAA system

COURSE DELIVERABLES

The following are some ground-rules regarding deliverables:

- **Deliverables** Will be submitted electronically either through Blackboard or on a jump/flash drive, and will be due at the end 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. **50% will be deducted** from the total assigned points for deliverables received after the specified due date. Also, I cannot guarantee that you will receive instructor comments or feedback on any deliverable received late.
- **PRACTICE QUIZZES**: the 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 (2) exams** during the quarter. **NO MAKE-UP EXAMS WILL BE GIVEN.** The exams will be taken online in Blackboard. Although there is no official "final exam", *attendance for the final class meeting on Saturday, June 8th is mandatory, so plan to be in class.*
- **TEAM ASSIGNMENTS**: **Eight (8) team-based** research projects are assigned and are outlined in Blackboard. Each project will be written-up in a formal report style and/or presented in a physical demonstration. The final system demonstration and documentation will be due on **Saturday, June 8th** (the last class day). ***LATE PROJECTS WILL NOT BE ACCEPTED.*** Specific details will be provided through a separate document detailing the instructions to complete each project.
- **INDIVIDUAL ASSIGNMENTS*:* Four (4) categories of individual** course material and project-related assignments/deliverables include two exams (see above), 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).

PARTICIPATION POLICIES

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 and participate in activities and discussions better position themselves to not only comprehend and master the course material, but also receive a higher overall course grade.

ASSIGNMENTS AND GRADING

- Your course grade is determined by your scores on team project deliverables, the exam, status reports, team participation, and instructor discretionary points (see above).
- Work is evaluated on accuracy, neatness and completeness, effort to complete assignments according to instructions and ON TIME, the exam score, and overall course participation.
- Course percent grade is calculated by dividing the total of your points earned by the total points available.
- 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.

NOTE*:* I do not consider "I" (Incomplete) or "V" (Instructor Withdrawal) grades acceptable, and will consider granting them only under *extraordinarily unique and extenuating circumstances*.

GRADING TABLE

Grade Points for Percentage of Points earned			Letter Grade Equivalency
4.0=95%	2.9=84%	1.8=73%	A = 4.0 - 3.9
3.9=94%	2.8=83%	1.7=72%	A- = 3.8 - 3.5
3.8=93%	2.7=82%	1.6=71%	B+ = 3.4 - 3.2
3.7=92%	2.6=81%	1.5=70%	B = 3.1 - 2.9
3.6=91%	2.5=80%	1.4=69%	B- = 2.8 - 2.5
3.5=90%	2.4=79%	1.4=68%	C+ = 2.4 - 2.2
3.4=89%	2.3=78%	1.4=67%	C = 2.1 - 1.9
3.3=88%	2.2=77%	1.3=66%	C- = 1.8 - 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%)

A SPECIAL NOTE ABOUT GRADING:

My grading philosophy may be slightly different than you have encountered in other courses. I am assessing the quality of your work (from an employer's point of view), not just your effort or ability to complete the work. The following describes my expectations for each grade, and how you will be evaluated:

4.0 = Exemplary (i.e., "Walks on Water"). A 4.0 indicates that a student consistently produced exemplary work of perfect or near-perfect quality on all deliverables, attended class sessions and was an active participant in class activities. The student not only demonstrated understanding of material, but also stretched his or her learning experiences beyond what was covered in class. I would be proud to show off this student's work to other instructors or employers or write a recommendation letter on the student's behalf.

3.5 – 3.9 = Excellent. (This is still an "A" grade!) Most deliverables were perfect or near perfect, but perhaps could have been a little more polished to be exemplary. May have missed some points due to late deliverables, a low exam score, attendance, etc. It demonstrates high quality work and a strong understanding of the material presented during the quarter.

3.0 – 3.4 = Good. (Strong "B" grade.) Most deliverables were very good, but the quality was not consistent, or needed more attention to quality and details to be excellent. Met all of the objectives of the class, and demonstrated a solid understanding of the material. May have missed some points due to late deliverables, missing or low quiz scores, attendance, etc.

2.0 – 2.9 = Average. Met all of the objectives of the class, but no more. Demonstrated understanding of most of the material, but may have missed some important concepts. Missed a fair number of points due to lack of participation in class activities, late or missing deliverables, etc., or the student's deliverables did not demonstrate evidence of a solid understanding of the course material.

Below 2.0 = Below Average Work. Did not meet expectations or objectives of the class. Did not demonstrate understanding of the material or missed a significant amount of points due to lack of participation in team activities, late deliverables, missing or low quiz scores, attendance, etc.

BASIC EDUCATION REQUIREMENTS (COLLEGE WIDE ABILITIES)

This class supports the College-wide standards and objectives. While achieving the course objectives above, you will be applying and developing the following basic education requirements:

- Written and oral communications (through writing deliverables).
- Critical thinking and problem solving (through methods used to create individual projects).
- Group interaction (by helping each other get through projects).
- Quantitative Skills (through problem solving using mathematical notation, graphs, charts, tables, and symbols)

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.

EXPECTATIONS
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 your interaction with your classmates and the instructor by:
    - Following directions
    - Refraining from abusive language in Blackboard 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.

ACADEMIC BEHAVIOR POLICY
Discussing the course topics with your classmates is encouraged. Helping your classmates solve problems is also encouraged. However, all quizzes, exams, and project work turned in for a grade must be done independently. No points will be awarded for individual deliverables found to contain work directly copied from others.

Plagiarism and/or cheating are totally unacceptable and will be dealt with severely and on an individual basis Any action will be dealt with under the "Student Rights and Responsibilities" in the Student Discipline Policy and will be referred immediately to the Dean of Students.

ADDITIONAL STUDENT RESOURCES

- If you require an accommodation for a disability, contact **Services for Students with Disabilities**, WDY 114, 640-1320, ssdmail@edcc.edu, http://www.edcc.edu/ssd.
- Academic Calendar: http://calendar.edcc.edu/_academic.php
- Advising: www.edcc.edu/advising
- Campus Closure Plan: For notification of college closure or delay start due to weather or other emergencies, visit http://www.schoolreport.org or call the college switchboard at 425-640-1459
- College policies and procedures: 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
- Learning Support Center: www.edcc.edu/lsc/Tutoring_Center.php
- Library, including online resources: www.edcc.edu/library
- Office of Student Life: www.edcc.edu/stulife
- Plagiarism: www.edcc.edu/syllabus/plagiarism.php
- Student Printing Guidelines: www.edcc.edu/acs/Printing
- Student Services: www.edcc.edu/students