MISY 3340 Systems Analysis and Design
Section 001: OCNR-241; TR 9:30 AM – 10:45 AM; Fall 2019

Instructor: Dr. Tim Klaus
Office: OCNR 385
Telephone: (361) 825-2379
E-mail: tim.klaus@tamucc.edu
Office Hours: Tuesdays and Thursdays 8:35AM-9:25AM; 12:40PM-2:50PM
Other days and times by appointment
Website: http://faculty.tamucc.edu/tklaus

Course Materials

Optional Materials
None

Prerequisites
Junior standing or above.

Course Description
This course develops the student’s ability to analyze an existing information system within an organization, to identify information requirements, and to specify the functions of a new information system. Include cost/benefit analysis of proposed information systems. Exercises and assignments will develop the student’s systems analysis and design skills. In this course, we will seek answers to five main questions:

1. What is a system, and what does it mean to develop and implement an information system in an organization?
2. How do you identify what information needs should be processed by the system?
3. How do you model how the system processes information?
4. How do you design & implement information systems?
5. How can the systems development project be managed?

Learning Objectives
- You will be able to analyze an existing information system within an organization.
- You will be able to identify organizational information requirements.
- You will be able to specify the functions of a new information system.

Make-Up Policy
The instructor will accommodate students who have to miss quizzes, assignments or tests due to medical emergencies in the immediate family or job-related situations. These are the only conditions under which accommodation will be considered during the semester. Should such situations arise, the student should notify the instructor and provide necessary documentation.
before the missed quiz, test or assignment can be rescheduled. In the case of schedule conflicts, students are asked to inform the instructor in advance of the conflict, and in the case of emergencies, students should contact the instructor and explain the issue as soon as is reasonably possible after the missed event.

Consistent with the above and University policy, students who anticipate being absent from class due to a major religious observance must provide written notice of the date(s) and events(s) to the instructor by the second meeting.

Submission guidelines
The following are general points to be observed in all deliverables:

- Other than in-class assignments, ALL submissions must be typed.
- Student name, course title and deliverable identification (assignment 1 etc.) must be clearly stated in all deliverables and any email correspondence
- All deliverables must be stapled if they run more than one page
- Unless otherwise noted, the final answer to numerical problems only has partial credit. Work must be shown in all deliverables including assignments, quizzes and exams for full credit where calculations are necessary to arrive at the final answer
- Please retain assignments until you verify that scores have been correctly posted.

Academic Honesty
University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. If I determine that any assignment was not completed solely by the student whose name appears on the project, the student's semester grade will receive a zero (0) for the project and may receive an "F" for the class.

Cheating is defined as: (a) the unauthorized granting or receiving of aid during the prescribed period of a course-graded exercise; students may not consult written materials such as notes or books, may not look at the paper of another student, nor consult orally with any other student taking the same test; (b) asking another person to take an examination in his or her place, or taking an examination for or in place of another student; (c) stealing, borrowing, buying, or disseminating tests, answer keys, or other examination material; (d) stealing or copying research papers, creative papers, speeches, drawings, diagrams, musical scores, graphs, maps, computer programs, etc. and presenting them as one's own.

Disability Services
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall, Room 116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

Grade Appeals:
As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Website at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

**Required Class Activities:**

**Class Schedule:** See attached matrix. The instructor reserves the option to modify the schedule as required to adjust for the pace of the class, however assignments will not be due earlier than noted on the schedule.

**Class Attendance:** This course will incorporate a variety of active learning techniques designed to build on assigned readings and assignments. Prior preparation and routine class attendance will enhance the learning experience. See grading of in-class assignments below.

**Late or missing work:** Late work will not normally be accepted. The instructor reserves the option to make exceptions based on a review of extenuating circumstances presented by the student.

**Graded Activities:**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Percentage of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1 (ch. 1-4)</td>
<td>15%</td>
</tr>
<tr>
<td>Exam 2 (ch. 5-8)</td>
<td>15%</td>
</tr>
<tr>
<td>Comprehensive Final Examination (focus on ch. 9-14)</td>
<td>25%</td>
</tr>
<tr>
<td>Homework assignments</td>
<td>10%</td>
</tr>
<tr>
<td>In-class assignments &amp; participation</td>
<td>10%</td>
</tr>
<tr>
<td>Team project</td>
<td>25%</td>
</tr>
</tbody>
</table>

The team project will be done in phases throughout the semester and will include an adjustment for student peer evaluations. Feedback on the project will be provided to teams throughout the semester. Peer evaluations can **heavily** affect the team project grade.

(Semester Grades: A>=90.0, B>=80.0, C>=70.0, D>=60.0, F<60.0)

**Team project.** A major learning objective of the course is to participate as a team member in a case-based project to analyze and design an information system. This experiential exercise develops skills that are essential for working in today’s information environment. The nature of this project requires a fairly substantial amount of out-of-class preparation, including coordination with team members. Students are expected to work together on the project, producing a report that includes both written summaries of work in non-technical terms as well as a number of analysis and design models and specifications of a technical nature. During this project, the instructor will serve in multiple roles including “system user” and “project manager”. Given these multiple roles, teams are expected to interact with the instructor/user/project manager throughout the course of the semester. A team that is not working together well can request a split.
**Team composition.** Teams of 4-5 students each will be formed the second week of class. Students may choose the team on which they want to serve; otherwise students will be assigned to a team. Students should strive to select team members with compatible schedules to facilitate group work.

**Team governance.** Each team will develop a team contract specifying team norms and standards of participation (Deliverable #1). In the event group conflict arises during the semester, team members should make every attempt to resolve the conflict including discussions with the instructor. Irreconcilable differences that surface may result in a “divorce” among team members, with instructor approval. In this event copies of all products produced by the team up to the date of the approval of the “divorce” will be provided to each party. Each party is then responsible for completing the full project independent of the other. This course of action is not recommended except in extreme cases.

**Graduate Section**
This course is crosslisted as both an undergraduate and graduate section. Students enrolled in this class as a graduate section will be required to complete additional work for the project as well as additional homework.