

**Course Syllabus – MIS 523 – Fall 2014**

**Course Name:** Information Systems Analysis & Specification  
**Time & Location:** M/W 10:05 AM – 11:30 AM, SSW 307  
**Course Instructor:** Sumantra Sarkar, Ph.D., PMP, CISA  
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**Office Hours:** M/W 11:45 AM - 1:15 PM. Otherwise by appointment

**Lecture Text:**

**Tool:**

Title: *Modern Systems Analysis and Design*  
Authors: Hoffer, George and Valacich  
Copyright: 2014, Seventh edition  
Publisher: Pearson  
ISBN 13: 978-0-13-299130-8  
ISBN 10: 0-13-299130-6

*Microsoft Visio*

**Course Description:**

The overall course objective is to provide you with the concepts and skills you need to analyze and design information systems. The course concentrates on the front-end of the systems development process; that is, the course only lightly touches on the design and development of computer programs and their testing and maintenance (although you will work through some elements of the whole development process on your project).

Upon successful completion of the course, students are expected to be able to:

- Describe the major alternative methodologies used in developing information systems and the considerations involved in choosing which methodology to use.
- Produce the requisite systems documentation at each point in the analysis and design of an information system, and to do so with clarity and completeness.

- Analyze a business need for information and to develop an appropriate strategy to solve the problem and provide the required information service.
- Prepare and use various information gathering techniques for eliciting user information requirements and system expectations.
- Construct and interpret a variety of system description documents, including physical and logical data flow diagrams, entity-relationship diagrams, Structured English, structure charts, and decision tables, as well as screen, form, and report layouts.
- Communicate effectively, in both written and oral forms, systems specifications, and to be persuasive in these presentations.

### Composition of Course Grade:

Component	Weight
Quiz 1	5%
Exam 1	20%
Quiz 2	5%
Exam 2	20%
Quiz 3	5%
Exam 3	20%
In-Class Participation/Discussion	12%
Group Projects	13%
TOTAL	100%

### Grading Scale:

Percentage	Letter Grade
92.50-100.00	A
89.50-92.49	A-
86.50-89.49	B+
82.50-86.49	B
79.50-82.49	B-
76.50-79.49	C+
72.50-76.49	C
69.50-72.49	C-
59.50-69.49	D
59.49 and below	F

**Exams/Quiz:** Three exams and three quizzes will be given. Exams/Quiz will be **closed book/notes** and will include topics from assigned readings, lecture materials, and homework

assignments. Multiple choice items, True/False, fill in the blanks, matching and problems are the dominant question format for all of them. The final exam will not be comprehensive in nature. However, the instructor reserves the right to retest on material that was not appropriately comprehended. Alternative exams/quizzes are only given with a valid university excuse. Please note that university policy requires that students must provide faculty with notification of the need for accommodation *at least 2 class periods* prior to the exam/quiz. Exam/Quiz dates are specified on the syllabus. If due to an emergency or illness you must miss an exam/quiz, it is your responsibility to contact me ahead of time. Make-up exams may be oral, essay, or another form as determined by the instructor.

**Homework Assignments** (if any): End of chapter activities will be assigned weekly to reinforce material in the text. These assignments may require the application of various software packages. **I will “check” homework one hour before the class in which problems are due.** I look for effort. I don’t want to see copying! I’d far rather see something 75% complete and your effort than 100% complete and plagiarized.

**In-Class Participation/Discussion:** Learning is increased by discussion and exposure to a subject. *Several students will be assigned as class experts for each chapter, and these students are responsible for leading the discussions about the questions, problems, and case studies related to their assigned chapters.* In-class participation/discussion grades will depend on bringing insight from experience and reading of external articles, participation in discussion, and presentation of homework, **attendance, attitude, and punctuality. Class attendance is considered mandatory.** In evaluating your class participation, both the quantity and quality of participation is taken into account. As a wise professor once said: “You can’t have any quality if you don’t have any quantity and you can’t have any quantity if you aren’t in class.” You are responsible for all materials and topics discussed in class. You are also responsible for any changes made in assignments, test dates, office hours, etc. If you must miss class, arrange with a classmate to get copies of handouts, notes, find out any changes in schedules, etc.

**Group Projects:** Detailed information on group projects and the presentation of the group project will be forthcoming at appropriate times during the semester. Be sure to check blackboard for the most up to date information (<https://blackboard.binghamton.edu/>). **All assignments are due one hour before the class on the date due.** Late submission of assignments is not allowed and no exceptions are made. Down machines, closed labs, jammed printers, etc. do not constitute valid reasons for assignments to be submitted without a late penalty.

Students will participate in **one practical team project** during the entire course. This is a **designated Community Engaged Learning (CEL) course**: a credit-bearing academic course in which students are involved in a community setting such that the experience is linked to course content, enriches learning, and benefits the community in some way. Teams will consist of nominally three to six students each. Additional information on directions and deliverables expected of the project will be provided in due course. The more the concepts we learnt in class are demonstrated in the deliverable, the higher the grades you receive. All the deliverables for the project need to be submitted in hardcopy and/or softcopy formats. All submissions are to be professional looking with the following at minimum (not loose pieces of paper scribbled, no names of members etc.). Each submission must be in a single file when submitted in a soft copy and in a folder stapled together when submitted in hardcopy, having a cover sheet showing the names of all team members, the date, the name of the course, the instructor's name, and the title of the submission. Correct grammar and spelling are required. **All hardcopy submission must be made at the beginning of the class on the due date.** Each softcopy submission must be made in the appropriate folder in Blackboard for the course. **This is a team project.** Hence, team work is absolutely necessary. **Team work is what you are going to face in real world.** Hence, make the best use of this project. **Peer review will count for 25 % of the project evaluation** (please see Appendix for details).

**Electronic Communication:** I use “blackboard” (blackboard.binghamton.edu) to post lecture materials, homework assignments, grades etc. I also make use of email to provide additional information when necessary (for instance, if a student has a question about a homework assignment, I try to forward the answer to everyone). Therefore, **please check your “blackboard” system and electronic mail frequently.** **All emails from me will be to Binghamton student email ID.** **When sending me an e-mail, please put the course number in the subject line** (other details in addition are fine).

**Classroom Hours Policy:** This course is a 4-credit course, which means that in addition to the scheduled meeting times, students are expected to do at least 9.5 hours of course-related work outside of class each week during the semester. This includes time spent completing assigned readings, participating in lab sessions / project work, preparing written assignments, and other course-related tasks.

**Students with Disabilities:** *Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me as soon as possible after the semester begins so we can discuss necessary accommodations to ensure full participation and facilitate your educational opportunities.*

**Academic Dishonesty Policy:** Dishonest academic behaviors are subject to punishment under the School of Management's published *Procedures for Handling Cases of Suspected Academic Misconduct*. All students are responsible for submitting their own work for evaluation by the instructor. Submitting work authored or created by others anywhere (including the Web), without appropriate reference and credit, will be treated as academic dishonesty resulting in dismissal from the course.

### Tentative Schedule

<b>Wk</b>	<b>Date</b>	<b>Lecture Topic</b>	
1	09/03/14	Chapter 1: The Systems Development Environment	
2	09/08/14 09/10/14	Chapter 2: The Origins of Software Chapter 3: Managing the Info. Sys. Project	<i>Group Formation &amp; Project Identification</i>
3	09/15/14 09/17/14	Chapter 4: Identifying and Selecting Sys. Dev. Projects <b>Quiz 1</b> Chapter 5: Initiating & Planning Sys. Dev. Projects	
4	09/22/14 09/24/14	Chapter 5: cont'd Chapter 6: Determining System Requirements	<i>Deliverable 1 Due</i>
5	09/29/14 10/01/14	Chapter 6: cont'd <b>Exam 1</b>	
6	10/06/14 10/08/14	Chapter 7: Structuring System Process Requirements Chapter 7: cont'd	
7	10/13/14 10/15/14	Chapter 7: cont'd <b>Quiz 2</b> Chapter 8: Structuring System Data Requirements	
8	10/20/14 10/22/14	Chapter 8: cont'd Chapter 8: cont'd	
9	10/27/14 10/29/14	Chapter 9: Designing Databases <b>Exam 2</b>	<i>Deliverable 2 Due</i>
10	11/03/14 11/05/14	Chapter 9: cont'd Chapter 10: Designing Forms and Reports	
11	11/10/14 11/12/14	Chapter 10: cont'd Chapter 11: Designing Interfaces and Dialogues	
12	11/17/14 11/19/14	Chapter 11: cont'd <b>Quiz 3</b> Chapter 12: Designing Distributed and Internet Systems	
13	11/24/14 11/26/14	Chapter 12: cont'd Chapter 13: Systems Implementation	<i>Deliverable 3 Due</i>
14	12/01/14 12/03/14	Chapter 13: cont'd Review and/or backlog	<i>Deliverable 4 Due</i>
15	12/08/14 12/10/14	Group Presentation Group Presentation	<i>Final Deliverable Due</i>
16	12/15/14 12/19/14	<b>Exam 3</b>	

## Appendix A:

### Peer Review Process

Each member of each group must submit an evaluation of their peers in the group. This evaluation is to be submitted **prior to your team presentation** on the Group presentation date. **It is to be kept confidential.** Each member in your group is worth 10 pts (excluding yourself, so if your group has 4 people, you have a total of 30 pts. to assign to the other three members). You can give more than one person the same number of points, but **you cannot use decimals to assign to individuals.** (E.g. you must assign whole integer points to individuals as shown: 12; 5; 13). Grading for peer evaluation will be **scored relative to the highest individual in the group.**

#### Form:

<b>Your Name</b>	
Name of 1 <sup>st</sup> Team member	Score 1 =
Name of 2 <sup>nd</sup> Team member	Score 2 =
Name of 3 <sup>rd</sup> Team member	Score 3 =
	Total = 30

#### Example:

	Member 1	Member 2	Member 3	Member 4	Total
Member 1		12	5	13	30
Member 2	11		9	10	30
Member 3	7	14		9	30
Member 4	6	15	9		30
Total for members	24	41	23	32	

Your peer evaluation/participation grade is worth a total of 100 points. Below is an example of how your grade would be determined.

Member 2: Total = 41

Grade = 100 points

Member 4: Total = 32

Grade =  $(32/41) * 100 = 78$  points

Member 1: Total = 24

Grade =  $(24/41) * 100 = 58$  points

Member 3: Total = 23

Grade =  $(23/41) * 100 = 56$  points

*\*Note: The instructor reserves the right to re-evaluate the results and make adjustments if deemed appropriate.*