Meeting Times

Lecture
Wednesday, 5:30 PM to 9:30 PM

Contact Information

dickinso@webster.edu
407-797-4239

Instructor: Janet Dickinson

Description

This course covers the spectrum of activities in information systems life cycle management. The life cycle from the feasibility study through implementation and maintenance is examined. The course includes examination of structured analysis and design, prototyping, procurement and conversion methods. The roles and responsibilities of various personnel involved, as well as the communication and documentation tools and techniques employed, are studied.

Requisites

ITM 5000

Outcomes

After completing this course, students will:

- know and explain the important technical terminology, concepts, principles, techniques, and theories related to the technical aspects of information and communications systems analysis, design, and implementation.
- be able to *effectively apply important technical concepts, principles, practices, techniques, and theories needed to critically analyze* an organization’s information and communication requirements.
- be able to *effectively apply important technical concepts, principles, practices, techniques, and theories needed to design and recommend appropriate systems solutions.*

Required Textbook

Systems Analysis & Design (w/o access)

Author: Rosenblatt
Publisher: Coute
Edition: 11th
ISBN: 978-1305494602
Deliverables

Midterm Exam
The midterm exam will consist of short answer and essay questions covering material in Chapters 1-6.

Final Exam/Project
Final Exam will consist of essay questions and design of system

Toolkits
Students will complete Toolkits Parts A through D

Case Studies
Case studies will be assigned throughout the course.

Assignments
Exercises from the chapters will be assigned.

Evaluation

Criteria

<table>
<thead>
<tr>
<th>Type</th>
<th>Weight</th>
<th>Topic</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm Exam</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Exam</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Toolkits</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Case Studies</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assignments</td>
<td>20</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Breakdown

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>92 to 100</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>90 to 91</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>88 to 89</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>82 to 87</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>80 to 81</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>70 to 79</td>
<td></td>
</tr>
</tbody>
</table>
The GRADUATE catalog provides these guidelines and grading options:

- **A/A–**: Superior graduate work
- **B+/B/B–**: Satisfactory graduate work
- **C**: Work that is barely adequate as graduate-level performance
- **CR**: Work that is performed as satisfactory graduate work (B– or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses.
- **F**: Work that is unsatisfactory
- **I**: Incomplete work
- **ZF**: An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal.
- **IP**: In progress
- **NR**: Not reported
- **W**: Withdrawn from the course

### Schedule

<table>
<thead>
<tr>
<th>When</th>
<th>Topic</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom Week 1</td>
<td>Systems Planning</td>
<td>Chapters 1 and 2</td>
</tr>
<tr>
<td>Classroom Week 2</td>
<td>Systems Planning and Systems Analysis</td>
<td>Chapters 3 and 4</td>
</tr>
<tr>
<td>Classroom Week 3</td>
<td>Systems Analysis continued</td>
<td>Chapters 5 and 6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Case Study</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Textbook Assignments</td>
</tr>
<tr>
<td>Classroom Week 4</td>
<td>Mid-Term Exam</td>
<td></td>
</tr>
<tr>
<td>Classroom Week 5</td>
<td>Systems Analysis continued and System Design</td>
<td>Chapters 7 and 8</td>
</tr>
<tr>
<td>Classroom Week 6</td>
<td>Systems Design continued</td>
<td>Chapters 9 and 10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Case Study</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Textbook Assignments</td>
</tr>
<tr>
<td>Classroom Week 7</td>
<td>System Implementation</td>
<td>Chapter 11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Case Study</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Textbook Assignments</td>
</tr>
<tr>
<td>Classroom Week 8</td>
<td>Systems Implementation</td>
<td>Chapter 11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Toolkits Due</td>
</tr>
<tr>
<td>Week 9</td>
<td>Final Project</td>
<td></td>
</tr>
</tbody>
</table>
Students should strive to attend all class meetings. Absences not approved by the instructor in advance will result in a five point drop in the final course grade. Classes missed (excused and unexcused) will require extra make-up work, to be determined by the instructor. Failure to do so will result in a letter grade drop for the course.

Students should also be on time to class. One point from the final grade will be deducted for each portion of 15 minute intervals a student is late (example: 1-15 minutes late=minus 1 point)

All homework is due no later than the beginning of class and will not be accepted late.

Electronic devices (cell phones, laptops, etc.) may not be used during class sessions. E-books will be allowed during class.

Institutional Policies

Academic Policies

Academic policies provide students with important rights and responsibilities. Students are expected to familiarize themselves with all academic policies that apply to them. Academic policies for undergraduate students can be found in the Undergraduate Studies Catalog; graduate students should review the Graduate Studies Catalog.

Undergraduate Studies Catalog

The Undergraduate Studies Catalog contains academic policies that apply to all undergraduate students. The academic policies and information section of the catalog contains important information related to attendance, conduct, academic honesty, grades, and more. If you are an undergraduate student, please review the catalog each academic year. The current Undergraduate Studies Catalog is at:

http://www.webster.edu/catalog/current/undergraduate-catalog/

Graduate Studies Catalog

The Graduate Studies Catalog contains academic policies that apply to all graduate students. The academic policies section of the catalog contains important information related to conduct, academic honesty, grades, and more. If you are a graduate student, please review the catalog each academic year. The current Graduate Studies Catalog is at:

http://www.webster.edu/catalog/current/graduate-catalog/

Grading

The Grades section of the academic catalog outlines the various grading systems courses may use, including the information about the final grade reported for this class.

Undergraduate

http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading

Graduate

http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades

Incomplete

There are important policies that govern grades of Incomplete (I), including the circumstances under which Incomplete grades are granted, deadlines for completion, and consequences should the remaining course work not be completed. It is the responsibility of a student who requests an Incomplete to ensure that he/she understands and follows the policies.
Grade Appeals

Instructors are responsible for assigning grades, and student should discuss grade issues with the instructor. Policies and procedures for appealing grades are available in the appropriate catalog.

Academic Honesty Policy

Webster University is committed to academic excellence. As part of our Statement of Ethics, we strive to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic dishonesty is unacceptable and is subject to a disciplinary response. Students are encouraged to talk to instructors about any questions they may have regarding how to properly credit others’ work, including paraphrasing, quoting, and citation formatting. The university reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.

The University’s Academic Honesty Policy is published in academic catalogs:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html

As a part of the University commitment to academic excellence, the Academic Resource Center provides student resources to become better acquainted with academic honesty and the tools to prevent plagiarism in its many forms:

http://www.webster.edu/arc/plagiarism_prevention/

Statement of Ethics

Webster University strives to be a center of academic excellence. The University makes every effort to ensure the following:

- The opportunity for students to learn and inquire freely
- The protection of intellectual freedom and the rights of professors to teach
- The advancement of knowledge through scholarly pursuits and relevant dialogue

To review Webster University’s statement of ethics, see the Undergraduate Studies Catalog and the Graduate and Studies Catalog:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/ethics.html

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, the content must be covered at another time.

Important Academic Resources

Academic Accommodations

Webster University makes every effort to accommodate individuals with academic/learning, health, physical and psychological disabilities. To obtain accommodations, students must identify themselves and provide documentation from a qualified professional or agency to the appropriate campus designee or the Academic ADA Coordinator at the main campus. The Academic ADA Coordinator may be reached at 314-246-7700 or disability@webster.edu (mailto:disability@webster.edu).
If you have already identified as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor of the accommodations you will require for this class at the beginning of the course.

**Academic Resource Center**

Additional support and resources may be accessed through the Academic Resource Center (ARC). Support and resources include academic counseling, accommodations, assistive technology, peer tutoring, plagiarism prevention, testing center services, and writing coaching. Visit [www.webster.edu/arc](http://www.webster.edu/arc) or Loretto Hall 40 on the main campus for more information.

**Student Success Portal**

Webster University’s Student Success Portal, powered by Starfish, is a communications tool to connect students with faculty members and campus support services. It allows faculty and staff members to communicate with you regarding academic achievements as well as areas where support may be helpful. You may use the portal to contact faculty and staff members for assistance and to arrange meetings. Activity in the portal will be communicated to your Webster University email account. The Student Success Portal is available via your course home page in WorldClassRoom or via Connections. Learn more about the Student Success Portal at [http://www.webster.edu/success/students.html](http://www.webster.edu/success/students.html).

**University Library**

Webster University Library is dedicated to supporting the research needs and intellectual pursuits of students throughout the University’s worldwide network. Resources include print and electronic books, journal articles, online databases, DVDs and streaming video, CDs and streaming music, datasets, and other specialized information. Services include providing materials at no cost and research help for basic questions to in-depth exploration of resources. The gateway to all of these resources and services is [http://library.webster.edu](http://library.webster.edu). For support navigating the library’s resources, see [http://libanswers.webster.edu/](http://libanswers.webster.edu/) for the many ways to contact library staff.

**Drops and Withdrawals**

Drop and withdrawal policies dictate processes for students who wish to unenroll from a course. Students must take proactive steps to unenroll; informing the instructor is not sufficient, nor is failing to attend. In the early days of the term or semester, students may DROP a course with no notation on their student record. After the DROP deadline, students may WITHDRAW from a course; in the case of a WITHDRAW, a grade of W appears on the student record. After the WITHDRAW deadline, students may not unenroll from a course. Policies and a calendar of deadlines for DROP and WITHDRAW are at:

*Undergraduate*

*Graduate*
[http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html](http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html)

*Academic Calendar* - [http://www.webster.edu/academics/academic-calendar/](http://www.webster.edu/academics/academic-calendar/)

Current tuition rates, policies, and procedures, including details of pro-rated tuition refunds, are available in the “Tuition, Fees, and Refunds” section of Webster’s Academic Catalogs:

*Undergraduate*

*Graduate*
[http://www.webster.edu/catalog/current/graduate-catalog/tuition.html](http://www.webster.edu/catalog/current/graduate-catalog/tuition.html)

**Student Handbook and Other Important Policies**
Student handbook and other non-academic policies may apply to you and may impact your experience in this class. Such policies include the student code of conduct, privacy, technology and communications, and more. Please review the handbook each year and be aware of policies that apply to you. The handbook is available at:


**Sexual Assault, Harassment, and Other Sexual Offenses**

Webster University makes every effort to educate the community to prevent sexual assault, harassment, and other sexual offenses from occurring, and is committed to providing support to those affected when this behavior does occur. To access information and resources or to review the Policy on Sexual Assault, Harassment, and Other Sexual Offenses, visit:

[http://www.webster.edu/sexual-misconduct/](http://www.webster.edu/sexual-misconduct/)

**Research on Human Subjects**

The Webster University Institutional Review Committee (IRB) is responsible for the review of all research on human subjects. The IRB process applies to all Webster University faculty, staff, and students and must be completed prior to any contact with human subjects. For more information on the IRB, visit:

[http://www.webster.edu/irb/index.html](http://www.webster.edu/irb/index.html)

**Course Evaluations**

At the end of this course, you will have the opportunity to provide feedback about your experience. Your input is extremely valuable to the university, your instructor, and the department that offers this course. Please provide your honest and thoughtful evaluation, as it helps the university to provide the best experience possible for all of its students.

**Important Technology Information**

**Connections Accounts**

Webster University provides all students, faculty, and staff with a University email account through Connections. Students are expected to activate their Connections account and regularly check incoming University email. Students may choose to have their University email forwarded to an alternate email address. Connections account holders can call the Help Desk (314-246-5995 or toll free at 1-866-435-7270) for assistance with this setup. Instructions are also provided on the Information Technology website at:

[http://www.webster.edu/technology/service-desk/](http://www.webster.edu/technology/service-desk/)

**WorldClassRoom**

WorldClassRoom is Webster’s Learning Content Management System (LMS). Your instructor may use WorldClassRoom to deliver important information, to hold class activities, to communicate grades and feedback, and more. WorldClassRoom is available using your Connections ID at:

[https://worldclassroom.webster.edu/](https://worldclassroom.webster.edu/)

**Webster Alerts**

Webster Alerts is the University’s preferred emergency mass notification service, available free to current students, faculty and staff at all US campuses. By registering a valid cell phone number and email address, you will receive urgent campus text, voice mail and email communications. Valuable information concerning a range of incidents affecting you - from weather-related campus closures, class delays and cancellations, to more serious or life-threatening events - are immediately and simultaneously delivered through multiple communication channels. To register for Webster Alerts, visit:

[http://www.webster.edu/technology/services/webster-alerts/](http://www.webster.edu/technology/services/webster-alerts/)

---

**Campus Information**
Campus Information:

The Following Is Information Regarding The Metro-Orlando, Florida USA Campus That All Students Should Know:

- The Webster Downtown Campus Is Located At 501 West Church, Orlando, Florida 32805

- Access To The Secured Parking Garage And Entry Into The Building Requires A Webster Photo ID Security Badge. Badge Can Be Obtained By Contacting the School Staff At 407-869-8111

- The Students Photo ID Badge Must Be Visible And Worn At All Times While In The

- Webster Has A Four-Day Academic Week, Holding Evening Classes Monday- Thursday From 5:30 – 9:30 PM

- Each Class Meets One Evening Per Week For A Nine-Week Semester, (36 Contact Credit Hours)

- Webster Utilizes The World Classroom (Canvas Platform) And Hybrid Virtual Cisco WebEx, Online Webnet + Classes.

- All Correspondence With Webster University (Students/Faculty/Staff) Must Be Done Over The Webster E-Mail

- Students Must Know Building Emergency Protocols For Fire, Medical, Natural And / Or Manmade