

Course Syllabus

(The most updated version of this syllabus will be maintained on the eCollege course shell; students, please refer to that version for most up-to-date information).

TEXAS A&M UNIVERSITY – COMMERCE
Department of Marketing and Business Analytics
BUSA 415 – Business Process, Analysis and Design

<p>CLASS MEETINGS: Time & Location: Web-based, D2L Course Shell will be used: https://myleoonone.tamuc.com/d2l or http://online.tamuc.org</p>	<p>INSTRUCTOR OFFICE HOURS: I will be providing online live sessions which will include Q&A and discussions around the week’s topic. (*dates/times will be posted in the D2L platform for reference.) I will additionally be responding to your questions on the Virtual Office utility of the D2L course shell and email.</p> <ul style="list-style-type: none">• If you use the Virtual Office utility, please, post your questions and I will respond to them.• If you email me, please include “BUSA 415” in the subject line of your email.
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INSTRUCTOR: DR. RICHARD LIGHTCAP

Adjunct Faculty, Department of Marketing and Business Analytics Texas A&M University - Commerce

E-Mail: Richard.Lightcap@tamuc.edu

TEXTBOOK:

Required Textbook:

Systems Analysis and Design

Author: Dennis, Wixom, & Roth

Edition: 7th

ISBN: 978-1-119-49648-9

COURSE DESCRIPTION: This course discusses the process, methods, techniques, and tools that organizations use to determine how they should conduct their business, with a particular focus on how computer-based technologies can most effectively contribute to the way business is organized. The course covers a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, and articulating business requirements for the technology solution.

STUDENT LEARNING OUTCOMES: Students will demonstrate systems analysis and design concepts and be able to apply the knowledge gained in analyzing and designing computer-based information systems. At the end of the course students should be able to:

1. Apply the key concepts of systems analysis and design to analyze problems and gather requirements for organizational needs.
2. Create information systems architecture that meet organizational requirements.
3. Produce and communicate an effective business plan.

COURSE OUTLINE/CONTENT:

Schedule	Topic
Week 1	Reading - Chapter 1: The Systems Analyst and Information Systems Development Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 2	Reading - Chapter 2: Project Selection and Management Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 3	Reading - Chapter 3: Requirements Determination Assignment – Complete Your Turn 3-1 thru Your Turn 3-6
Week 4	Reading - Chapter 3: Requirements Determination Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 5	Reading - Chapter 4: Use Case Analysis Assignment – Complete Your Turn 4-1 thru Your Turn 4-4 Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 6	Reading - Chapter 4: Use Case Analysis Assignment – End of Chapter Questions
Week 7	Reading - Chapter 5: Process Modeling Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 8	Reading - Chapter 6: Data Modeling Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 9	Reading - Chapter 7: Moving into Design Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 10	Reading - Chapter 8: Architecture Design Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)

Week 11	Reading - Chapter 9: User Interface Design Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 12	Reading - Chapter 10: Program Design Assignment – End of Chapter Questions Assignment – Your Turn 10-2 Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 13	Reading - Chapter 11: Data Storage Design Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 14	Reading - Chapter 12: Moving into Implementation Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 15	Reading - Chapter 13: Transition to the New System Assignment – End of Chapter Questions Discussion: Initial Response (by Thursday) Discussion: 2 Peer Responses (by Saturday)
Week 16	<i>Final Exam</i>

EXAMS & GRADING:

Discussions	25%
Assignments (End of Chapter Questions & Your Turn)	35%
Final Exam (Comprehensive of all the material covered)	40%

COURSE REQUIREMENTS:

Study: To plan a minimum of three hours of outside preparation for each hour of class is a safe time allocation for successfully completing the course.

Students are expected to go through the slides and any other uploaded material every week in D2L course shell. Online discussion/activities may be required, and online activities may be assigned to reinforce material in the text. Please see D2L course shell for further details.

Discussions: Student participation will be graded by the level of class participation and attendance. Students are expected to attend/participate the weekly discussion topics which will be posted in the course shell almost every week and read all the uploaded slides (e-participation).

Chapter Exercises: There will be regularly assigned written end of chapter exercises. The chapter exercises will be given and returned via the online D2L system. The assignments will be uploaded by the instructor to D2L course shell. It is the student's responsibility to return or solve all assignments ready on time by the given due date. Late assignment may not be accepted or may be penalized, and assignment may not be accepted beyond a certain time.

Quizzes: There will be several quizzes on D2L. You will have 5 days to take quizzes.

Final Exam: A Final exam will be given at the end of the semester. The instructor may add other necessary exams if he sees necessary. The exams will be delivered online on the dates indicated above.

Students will be able to view their graded assignment, discussion, quiz, and exam scores on D2L. The students have one week to inquire about their grade after the assignment/quiz/exam is done. Grades accumulated so far in the class by the students may be provided on D2L to the students as a courtesy by the instructor so that the students can see where they stand grade wise; however, those grades might not be very accurate. The overall course grades are finalized after all the exams, assignments, quizzes, and attendances are complete and then they are put in a spreadsheet, weighed, and evaluated at the end of the semester by the instructor.

Web-based / online class: This is a web-based / online class. Assignments will be uploaded to D2L course shell. Students are responsible for obtaining and setting up their D2L account using their TAMUC student login. They need to follow the D2L course shell daily for the course announcements, downloading and uploading the assignments, and other course activities. Students also need to check their leomail daily.

The instructor maintains the right to modify the course syllabus & policies within the semester if need arises.

ETHICS:

Integrity is the hallmark of the accounting profession and will be stressed throughout the course. Any type of student breach of ethics, including, but not limited to: illegal activity, dishonest conduct, cheating, plagiarism, or collusion will result in failure on the assignment and/or further academic sanctions (i.e. failure of the course, dismissal from class and/or referral to the Dean of the College of Business). **You will be required to sign the Academic Honesty Policy and submit it within the first week of class. Failure to submit a signed Academic Honesty Policy will cause a 50 point deduction from your overall score for the class.**

"All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (See Student's Guide Handbook, Policies and Procedures, Conduct). Ethics include the issue of plagiarism, and copying parts or whole of assignments, quizzes and exams is just as serious as any other type of plagiarism. If you are caught sharing or using other people's work, you will receive a 0 grade and a warning on the first instance. A subsequent instance will result in receiving an F grade for the course, and possible disciplinary proceedings. The student who shares as well as the one who copies will both receive a 0.

ATTENDANCE POLICY:

Student participation will be graded by the level of class participation and attendance. Since this is a web-based / online class, the students are expected to participate in the required activities as described in the D2L course shell for each week's lecture. At the beginning of every week, reading material / lecture slides will be uploaded to course shell and the students are required to go through the assigned reading material and/or lecture slides.

Any student wishing to withdraw from the course must do so officially as outlined in the class schedule. THE INSTRUCTOR CANNOT DROP OR WITHDRAW ANY STUDENT.

COURSE REQUIREMENT DEADLINES:

Credit will be given for ONLY those exam(s), program(s), and/or project(s) turned in no later than the deadline(s) as announced by the instructor of this class unless prior arrangement has been made with the

instructor. Late assignments will be penalized, and the instructor may not accept late assignments after a specified period.

METHOD OF EVALUATION (Tentative):

Final Average	Letter Grade
90-100	A
80-89.99	B
70-79.99	C
60-69.99	D
Below 60	F

STUDENTS WITH DISABILITIES REQUIRING ASSISTANCE:

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 have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library, Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamuc.edu

SMOKE, VAPOR & TOBACCO FREE ENVIRONMENT:

University Procedure 34.05.99.R1 now prohibits the use of vapor/electronic cigarettes, smokeless tobacco, snuff and chewing tobacco inside and adjacent to any building owned, leased, or operated by A&M – Commerce.

UNIVERSITY RULES AND PROCEDURES can be accessed at

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/>

Section 13 is about **Students (Academic)**.

Campus Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.