

WFA 347 – Systems Linkages and Applications
Course Syllabus – Fall 2018

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Course Website: <https://blackboard.wku.edu>

Office Hours

E-mail Only for this semester

*I will respond to email within 24 hours, Monday-Friday. I will NOT respond to emails on Saturday evening thru Monday Morning.

COURSE SYNOPSIS & OBJECTIVES

This course stresses the linkages present in the System Development Life Cycle that is described through business processes. This includes system selection, system investigation, system design and finally system implementation and operations.

Technology Skill – Microsoft Project & Microsoft Visio

Professional Skill – Writing skills

After completing this class the student should have learned

- Enhance critical thinking skills with the new Critical Thinking Challenge feature at the end of each chapter. The scenario-based tasks and sample answers help students develop perception, organization, analysis, problem-solving, and decision-making skills they can take to the workplace.
- Explain systems analysis and design using an appealing full-color format, numerous screen shots and illustrations, and an easy-to-read style that invites students to learn.
- Introduce project management concepts early in the systems development process, with a new chapter that explains project management tools and techniques.
- Challenge students with a Question of Ethics mini-case in each chapter that asks them to respond to real-life ethical issues in an IT environment.
- Provide multi-method coverage, including a comparison of structured, object-oriented, and agile systems development methods.
- Explain how IT supports business requirements in today's intensely competitive environment, and describe major IT developments and trends.

MODE OF INSTRUCTION

This course is delivered in an online format. Because this class contains a significant number of online assignments, it will be necessary for students to have access to reliable Internet connections and **Microsoft Office 2013, Microsoft Project 2013, and Microsoft Visio 2013 (or newer)**. Please note that Microsoft Project and Visio are free through WKU and Office 365 is free through WKU IT. The online portion of the class is available through Blackboard.

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COURSE MATERIALS

Required Text:

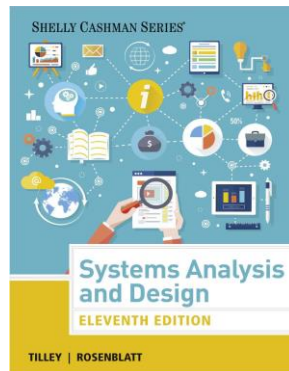
Systems Analysis and Design, 11th Edition*

Scott Tilley Florida Institute of Technology

Harry J. Rosenblatt College of the Albemarle

ISBN-10: 1305494601 | **ISBN-13:** 9781305494602

* This is a newer version but it is possible to use an earlier edition if it is necessary; however, if you do so you risk losing some points if certain items have changed.



Other Requirements:

- ★ Regular access to a computer with high-speed Internet
- ★ WKU email and Blackboard accounts
- ★ Access to Microsoft Office 2013 and Microsoft Project 2013 and Microsoft Visio 2013. New editions of the software are acceptable.

Recommendations: (Optional)

- ★ USB Storage Device

GRADING AND EVALUATION PROCEDURES*

				<u>Grade Scale</u>
<u>Participation (discussion boards)</u>	5	20	100	A 900-1020 B 800-899 C 700-799 D 600-699 F 0-599
<u>Concepts</u>				
Chapter Activities	11	35	385	
Chapter Quizzes	12	25	300	
<u>Exams</u>				
Midterm Exam (REQUIRED)	1	50	50	
Final Exam (Concepts) (REQUIRED)	1	100	100	
Chapter 12 (Activity) (REQUIRED)	1	85	85	
Total:			1020	

*The adaptive release function will not allow you to continue with this course until you complete the syllabus quiz with a grade of 100%.

* **Note that you have 20 points as a buffer.**

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Syllabus Quiz: A syllabus and schedule quiz will be available during the first week of classes and will be worth 0 points. The quiz may be taken as many times as necessary to achieve 100%.

Please note that the syllabus quiz is mandatory and a grade of 100% opens the rest of your Blackboard site for use.

Concept Quizzes: The conceptual material for this course is covered through a series of pre-recorded video lectures that correspond to the topics covered in the textbook. These lectures are posted on Blackboard and can be viewed as often as you want. Please view them carefully and take notes on the lectures. A quiz will be administered on Blackboard for each topic; so it will be important to read the chapters, view the lectures (perhaps multiple times), and review your lecture notes. Each quiz may be taken only once. The quizzes are not timed so it would benefit you to take your time and consider each answer carefully. Note that I will provide questions on certain areas within the videos that you will see on the midterm and final exams.

Chapter Activities: You will be required to complete Chapter Activities after each chapter. Each chapter activity will have different components and will tie together. Please note that you are expected to use Microsoft Project and Microsoft Visio, and Microsoft Word. They are available free of charge. Activities **MUST** be completed in one of these packages. Apple versions of all of these software packages are not available. A PC is required for this course.

Discussion Question Answers and Participation Requirements: You will be required to communicate with the other students in this class. Please answer the discussion question by the time indicated on the schedule with a minimum of **200 words and make responses to the other students at least 1 other day**. While I do not have a maximum number of responses that you must make on the other day, you should engage in conversation much like you would if you were in class. My rule of thumb is at least 2 responses but more is suggested. **Warning – minimal responses earn minimal points.** I will not accept responses like, "Good post" or "I see your point." You should have a conversation engagement and your post should add to the depth and breadth of the conversation. **The quality of your posts will determine your grade, not quantity.**

Exams: Two exams will be given this semester, a midterm and a final (**both are required**). Details for both exams will be discussed in class and on Blackboard. Each exam will contain conceptual materials for the chapters.

DUE DATES AND ASSIGNMENT AVAILABILITY

Please pay attention to all due dates on the class calendar in Blackboard and plan accordingly.

Late assignments will not be accepted.....so please don't ask! This class moves fast so do not get behind. It would be both prudent and wise to work ahead.

Forgetting to turn something in or failing to verify it was successfully completed in Blackboard will not be accepted as an excuse.

All current due dates will be available in the Blackboard Course Calendar

Due Dates (tentative and based on faculty discretion)

9/2 Syllabus Quiz

9/5 Optional – Online Class meeting 12-1pm Central Time

9/7 Participation #1 – Discussion Board

9/9 Chapter 1 Quiz and Activity

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9/16 Chapter 2 Quiz and Activity
9/21 Participation #2 – Discussion Board
9/23 Chapter 3 Quiz and Activity
9/30 Chapter 4 Quiz and Activity
10/5 Participation #3 – Discussion Board
10/7 Chapter 5 Quiz and Activity
10/10 Optional – Online Class meeting 12-1pm Central Time
10/14 Chapter 6 Quiz and Activity
10/17-10/21 Mid-Term Exam Available (**Required**)
10/19 Participation #4 – Discussion Board
10/21 Mid-Term Exam (Over Chapters 1-6) Due Date
10/28 Chapter 7 Quiz and Activity
10/2 Participation #5 – Discussion Board
11/4 Chapter 8 Quiz and Activity
11/11 Chapter 9 Quiz and Activity
11/18 Chapter 10 Quiz and Activity
12/2 Chapter 11 Quiz and Activity
12/5 Optional – Online Class meeting 12-1pm Central Time
12/9 Chapter 12 Quiz and Activity
TBD Date (12/10-12/12) Final Exam (**Required**) (Over Chapters 7-12)

Except for the midterm and final exams, all assignments, quizzes, and other class materials will be available to you as soon as the syllabus quiz is completed. So, you are welcome and encouraged to work ahead in this class to ensure that your work is completed on time and without problems. Items will not be graded until after their due date. This is your **Plan B** in case of illness, computer problems, etc. as well as the additional 20 points that you will be able to earn.

On Your Own Zone: During the 24-hour period before the due date/time for assignments, students are on their own for problems, questions, etc. In other words, please do not wait until the last minute to begin assignments. As soon as your assignment is visible in Blackboard, I recommend that you begin working on it. If difficulties arise then contact me ASAP.

ATTENDANCE POLICIES

Attendance is mandatory by completing the syllabus quiz during the first few days of class. Failure to do this will cause you to be dropped from the class for non-attendance. There are no exceptions.

ACADEMIC HONESTY

Honesty in all you do for this course is assumed and expected. No form of academic dishonesty (cheating, copying assignments, plagiarism, forgery, etc.) will be tolerated. The first offense will result in an F for the class. You may consider this syllabus as your warning.

In addition, you need to understand that copying/pasting sentences, paragraphs and then citing the author is not what I want. I want your work, your creativity and your explanation. In other words, if I can find your sentences/paragraphs online or in one of my textbooks and even if you reference it you will be in violation of the paragraph above. If in doubt what I am looking for, ask before submitting your assignment!

SPECIAL ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

In compliance with university policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Office for Student Disability Services

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in Downing University Center, A-200. The phone number is 270-745-5004. Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

EMAIL AND Blackboard AS OFFICIAL MEANS OF COMMUNICATION

Each student must have a WKU email address and Blackboard account for class participation. Email and Blackboard are considered official communication tools of this class. Thus, announcements and reminders are posted/sent frequently and will be sent only to official WKU email addresses. If you use a different email package at home, please ensure that your WKU email is forwarded correctly. It is your responsibility to check WKU email and Blackboard regularly and to be aware of all class reminders and announcements. **Also, when you contact me via e-mail, make sure that you include WFA347 as well as your last name in the subject line of the e-mail.**

For example: WFA347 Kirchner Assignment 1

ADDITIONAL COURSE POLICIES

1. The professor reserves the right to make changes to the syllabus as necessary; it is your responsibility to be aware of these changes. All changes will be announced in Blackboard.
2. Grades will be posted promptly on Blackboard after each assignment or assessment has been completed. Grades may be contested for **only 3 days** after they are posted.
3. It is your responsibility to be familiar with the academic calendar as posted on the WKU website (http://www.wku.edu/Dept/Support/AcadAffairs/Registrar/acad_calendar.htm). Exceptions will not be made regarding late adds, drops, or final exam conflicts.
4. Incompletes and deadline extensions will **not** be allowed in this course except in rare medical emergencies.
5. Problems with Blackboard should immediately be reported to Information Technology Services at (270)745-7000.

WKU Official Policy Information may be found at <http://www.wku.edu/syllabusinfo/>

COURSE SCHEDULE

Please see the course schedule on Blackboard for all due dates. Be aware that the course schedule in this syllabus is tentative and subject to change at the discretion of the professor. Refer regularly to the electronic schedule posted on Blackboard (not a printed copy) for the most up-to-date class information. Also, note that your assignment due date/time is listed below the date.