



Information Systems Analysis and Design Syllabus

BSAD420 [all sections]

Southwestern College Professional Studies

COURSE SYLLABUS

I. Course Catalog Description

Information systems are the backbone of most business processes and central to the success of many business strategies. Learners examine critical success factors for information systems. These factors include ethical, legal, and regulatory requirements; strategic and operational decision making; employment of effective methods for systems selection, development, and implementation; and the inclusion of key stakeholders throughout the process. Learners select, design, plan development and implementation, and document the system development cycle for a selected information system solution. *Prerequisite: HUM 201 - Ethics.*

II. Required and Supplementary Instructional Materials

Haag, S., & Cummings, M. (2013). *Management information systems for the information age* (9th ed.). New York, NY: McGraw-Hill.

III. Course Delivery

There are two forms of course delivery Ground and Online:

Ground courses, or those that meet face-to-face on a weekly basis, also have an online component, which means some of the course content is delivered online. Southwestern College utilizes the Blackboard (Bb) learning management system.

Online courses typically contain a blend of synchronous (real-time) and asynchronous (not real-time) material. Depending on the course, you may be required at times to interact “live,” which might mean attending a scheduled Collaborate session. You may also be required to view or listen to a lecture or other video on a specific date and time. Of course, if there are circumstances that prohibit you from logging in to a scheduled synchronous activity, an alternate assignment will be provided. Please refer to the [Course at a Glance](#) section which will note any synchronous activities.

IV. Learning Outcomes

Learning outcomes describe the knowledge, skills, values, and attitudes that learners gain as the result of a particular learning experience. Southwestern College Professional Studies has learning outcomes specific to each course and each [undergraduate](#) and [graduate](#) program of study, as well as [institution-wide outcomes](#) related to the mission and vision of the college. Outcomes can help learners and instructors focus on the big picture of the learning experience and can help inform potential employers about a graduate’s knowledge and skills.

Upon successfully completing this course, the learner will be able to:

- Explain how information systems help organizations use synergies, core competencies, and network-based strategies to achieve competitive advantage in domestic and global environments.
- Evaluate the feasibility of launching an information systems development process.
- Analyze the functionality of existing information systems and the organizational requirements for an information system solution.
- Construct project plans for the execution and management of appropriate information systems development methodologies.
- Employ effective project and operations management methods throughout the systems development process.
- Integrate ethical, legal, socially responsible, and security best practices with project and operations management and systems development methods.

At the end of the course, learners may vary in their ability to achieve these outcomes. You are more likely to achieve these outcomes only if you attend class and/or online activities as required by the syllabus, complete the requirements for all assignments to the best of your ability, participate actively in class activities and group work as directed, and study diligently for exams.

V. Expectations

Learners can expect the instructor to:

- Respond to e-mail and phone contact attempts promptly (if you do not receive a response after 48 hours please follow-up as a technology glitch may have occurred)
- Substantially participate in weekly discussions/lecture
- Employ impartial and consistent grading practices
- Provide assignment grades and feedback in one week or less

Instructors can expect the learner to:

- Review the syllabus in its entirety requesting clarification prior to beginning week 1 coursework
- Obtain access to the required course materials prior to the class start date or notify the instructor of any delay no later than Tuesday of week 1 of the course
- Submit course assignment questions with enough notice to receive and incorporate feedback prior to the assignment due date (see [course late policy](#))
- Possess basic skills in Microsoft Office, and have the ability to access Blackboard
- Include the [course ID](#) (Ex: CORE101) on all e-mail correspondence
- Check Blackboard course announcements often during the course
- Communicate with instructors and classmates in a professional and respectful manner
- Substantially participate in weekly discussion/lecture (it is strongly suggested that Bb posts be prepared in a word processing software application then checked for grammar errors prior to submission)
- Submit assignments via the appropriate avenue (e.g. discussion board, Bb assignment link, etc.)
- Adhere to the Southwestern College [Student Code of Conduct](#) and [Standards of Academic Integrity](#)
- Create and submit original work

VI. Grading Scale and Criteria

<u>Grade</u>	<u>Quality Points</u>	<u>Course Scale</u>
A+	4.00	100%
A	4.00	94.0-99.9%
A-	3.67	90.0-93.9%
B+	3.33	87.0-89.9%
B	3.00	84.0-86.9%

<u>Grade</u>	<u>Quality Points</u>	<u>Course Scale</u>
B-	2.67	80.0-83.9%
C+	2.33	77.0-79.9%
C	2.00	74.0-76.9%
C-	1.67	70.0-73.9%
D+	1.33	67.0-69.9%
D	1.00	64.0-66.9%
D-	0.67	60.0-63.9%
F	0.00	< 60.0%

<u>Grade:</u>	<u>Criteria and Guidelines:</u>
A+	The grade of A+ is reserved for a perfect score (100%) of all work in a course.
A	Superior work: Superior performance that far exceeds the minimum expectations and demonstrates an excellent understanding of the concepts addressed in the course.
B	Above average work: Good performance that exceeds the minimum expectations and demonstrates a higher than average understanding of the concepts addressed in the course.
C	Average Work: Adequate performance that meets the minimal expectations and demonstrates a basic understanding of the concepts addressed in the course.
D	Minimally acceptable work for receiving credit: Below average performance that does not meet the minimum expectations and/or does not demonstrate a basic understanding of the concepts addressed in the course.
F	Failure: Unacceptable performance (in a professional context, this means “you’re fired.”)
WF	Withdraw/Fail: A final grade of WF will be recorded for learners who either never access/attend or submit any assignments for courses.
WD, AW, I, S, W, WM	Please refer to the Grading System section of the appropriate catalog.

VII. College Policies

Students are expected to read and abide by the college policies as listed in the appropriate catalog:

- [Undergraduate Catalog](#): For learners who do not possess a bachelor’s degree, are pursuing an additional bachelor’s degree or for graduate learners who are enrolled in 100-400 level courses.
- [Graduate Catalog](#): For learners who have earned a bachelor’s degree and are pursuing a master’s degree or graduate level certificate or learners who are enrolled in 500+ level courses.

[Non-Discrimination Policy](#)

[Student Code of Conduct](#)

[Academic Integrity Policy](#)

[Policies for Dealing with Violations of Academic Integrity](#)

[Incomplete Policy](#)

[Withdraw Policy](#)

VIII. Course Policies

Students are expected to read and abide by the course policies found in the instructor-specific syllabus located in the Blackboard course.

IX. [Technology Requirements](#)

X. Citation

Check the Academic Resources link in the course menu of your Blackboard course to find the specific requirements and resources for formatting manuscripts and documenting various kinds of sources when submitting written work.

XI. SafeAssign®

This instructor may use SafeAssign®, which is a system that allows for checking the originality of writing and proper citing. Your assignments may be run through this software.

XII. Course Requirements:

Requirements	Number of Assignments	Points Possible	Percent of Grade
Discussions	6	300	30%
Systems Development Assignments	4	400	40%
Final Project	1	300	30%
Total Points		1,000	100%

XIII. Course at a Glance:

Unit	Reading & Preparation Activities	Graded Work Due
1	<ul style="list-style-type: none"> • Read Chapter 1 and PowerPoint: The Information Age • Read Chapter 2 and PowerPoint: Business Initiatives • Read Chapter 6 and PowerPoint: Systems Development • Read Chapter 9 and PowerPoint: Emerging Trends and Technologies • Read the Unit 1 Systems Development Project instructions and complete the assignment • Review Final Project instructions and select topic • Participate in the Collaborate session TBA <i>or</i> review the recording (time and date TBA) 	<ul style="list-style-type: none"> • Unit 1 Discussion • Unit 1 Systems Development Project • Final Project Topic
2	<ul style="list-style-type: none"> • Read Chapter 3 and PowerPoint: Databases and Data Warehouses • Read Chapter 4 and PowerPoint: Analytics, Decision Support, and Artificial Intelligence • Review Chapter 6 and PowerPoint: Systems Development • Read the Unit 2 Systems Development Project instructions and complete the assignment • Research Final Project 	<ul style="list-style-type: none"> • Unit 2 Discussion • Unit 2 Systems Development Project
3	<ul style="list-style-type: none"> • Read Chapter 5, Module B, PowerPoint, and PowerPoint (Module B): Electronic Commerce • Review Chapter 6 and PowerPoint: Systems Development • Read the Unit 3 Systems Development Project instructions and complete the assignment • Research Final Project 	<ul style="list-style-type: none"> • Unit 3 Discussion • Unit 3 Systems Development Project

Unit	Reading & Preparation Activities	Graded Work Due
4	<ul style="list-style-type: none"> • Read Chapter 7, Module A, PowerPoint, and PowerPoint (Module A): Infrastructure, Cloud Computing, Metrics, and Business Continuity Planning • PowerPoint: Systems Development • Read the Unit 4 Systems Development Project instructions and complete the assignment • Research Final Project 	<ul style="list-style-type: none"> • Unit 4 Class Discussion • Unit 4 Systems Development Project Assignment
5	<ul style="list-style-type: none"> • Read Chapter 8, Module H, PowerPoint, and PowerPoint (Module H): Protecting People and Information • Review Chapter 6 and PowerPoint: Systems Development • Draft Final Project 	<ul style="list-style-type: none"> • Unit 5 Discussion
6	<ul style="list-style-type: none"> • Review Chapter 9 and PowerPoint: Emerging Trends and Technologies • Complete Final Project 	<ul style="list-style-type: none"> • Unit 6 Discussion • Final Project

XIV. College Resources

[Advising](#)

[Self-Service](#)

[Withdraw Form](#)

[Blackboard Learn](#)

[SCPS Bookstore](#)

[Deets Library](#)

[Online Writing Center](#): View this brief [video tutorial](#) that explains how to enroll in Blackboard

IT Support: Marilyn.clements@sckans.edu or 888-684-5335 x.121

XV. ADA Compliance Statement

Students in this course who have a disability preventing them from fully demonstrating their academic abilities should contact Steve Kramer, Disability Services Coordinator. This will begin the disability verification process and allow discussion of accommodations. He can be reached at (620) 229-6307 or (toll free) at 1-800-846-1543, or by email at steve.kramer@sckans.edu. The web page for Disability Services can be found here: <http://www.sckans.edu/student-services/1st-class/sc-access/>.

XVI. Senior Capstone and Graduate Projects:

The majority of the programs offered by Southwestern College Professional Studies conclude with a Senior Capstone or Graduate Project. During the Capstone or Project course students will be required to retrieve papers, assignments and projects that they created during their entire program of study. For this reason it is imperative that students design a method of storing program course work for use during their final class at Southwestern College Professional Studies.