

Midstate College
411 W. Northmoor Rd.
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Course: CIS 310 - Management Application of PCs
Credit hours: 4 quarter credit hours
Text: 1. *Modern Systems Analysis and Design*
ISBN # 0-13-033990-3
Author: Hoffer, George, Valacich
Publisher: Prentice Hall
Prerequisite: None
Course Description: A computer course which provides a foundation for understanding and analyzing information in organizations. Fundamental concepts of systems and information are covered. Topics include computer-based information systems, user requirements, and analysis and specifications of systems requirements, life cycle, and security.
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Objectives: Upon completion of this course, the student will be able to:

- Describe methodologies used in developing information systems and the consideration involved in choosing which methodology to use
- Analyze a business need for information and to develop an appropriate strategy to solve the problem
- Communicate effectively in both written and oral forms and to be persuasive in these presentations
- Construct and interpret a variety of system description documents including data flow diagrams (dfd), decision tables, as well as screen, form and report layout
- Understanding your own strengths and weaknesses and matching those with the critical success factors of a modern business environment

Midstate College grading scale:

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

CIS 310
Winter 2003 – Evening
Room 224

Instructor: James Sydnor Email: jimsydnor@yahoo.com
Materials needed: Note-taking materials

Participation requirement/policies and procedures/requirements:

- 1) **Assignments:** All homework is to be turned in with your name, date, and the name of the assignment at top. 70% is the highest score that late or make up work can earn. No make up work is accepted during finals week.
- 2) **Attendance:** Regular attendance is expected. It is the student's responsibility to notify the instructor when a class will be missed. If you know of a conflict ahead of time, you are welcome to submit projects early.
- 3) **Exams:** Must be taken on the dates scheduled by the instructor. Failure to take an exam on the scheduled date will result in a grade of "F" (0 points). Make-up exams will be given only when the instructor approves special circumstances. Make-up exams must be taken in the testing center. It is the student's obligation to make the appropriate arrangements to have a test administered.
- 4) **Behavior:** Cell phones / beepers are prohibited from use in this course.
- 5) **Academic Dishonesty:** Plagiarism and cheating are serious offenses and may be punished by failure on exam, paper or project; failure in course; and/or expulsion from the college. For more information refer to the "Academic Dishonesty" policy in the student handbook.
- 6) **Grades:** It is the students' responsibility to keep copies of all assignments turned in for a letter grade until the end of the quarter when a final grade has been earned. If a document is lost and no copy is available, the student will not receive credit.

Grading:

The following are total possible cumulative points

Participation:	100
Presentation [1]:	100
Exams [3]:	300
Homework:	<u>200</u> (max)
Total:	700

Examinations, homework:

Exams may be a combination of: matching, true/false, fill in the blank and narrative.
Any assigned homework will be collected at the beginning of the class meeting when due.

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The following is a *tentative* schedule for the course. The instructor reserves the right to make schedule changes based on the needs of the students in the class. Please complete reading assignments prior to class. Tests will cover the reading assignment due for that class meeting.

<u>Class #</u>	<u>Reading Assignment – Class Activities</u>
Class #1	Intro, Ch 1 & 2
Class #2	Ch 3 & 4 - Discuss Project
Class #3	Ch. 5 & 6 <u>Test 1</u> , Project topic and brief description due
Class #4	Ch 7 & 8, Review Test 1, Discuss project
Class #5	Ch. 9 & 10, Discuss Project
Class #6	Ch. 11, Discuss Project
Class #7	Ch. 12 & 13, Project Presentations begin
Class #8	Ch. 14 & 15, Project Presentations
Class #9	Ch. 16, <u>Test 2</u> , Project Presentations
Class #10	Ch. 17, Project Presentations
Class #11	Ch. 17 & 18, Project Presentations
Class #12	Ch. 19 & 20, Project Presentations
Class #13	<u>Test 3</u> – not comprehensive