



School of Information Management

INFO102 Systems Development

Trimester Two 2006

COURSE OUTLINE

Contact Details

	Staff	Room	Email & Telephone	Office Hours
Course Co-ordinator/ Lab Instructor	Simon Park	EA108	simon.park@vuw.ac.nz Ph. 463-6950	Tue through Fri 10am – 3pm
Course Lecturer	David Johnstone	EA218	David.Johnstone@vuw.ac.nz Ph. 463-5877	Mon 1-2pm Wed 1-3pm
Course Lecturer	Allan Sylvester	EA105	Allan.Sylvester@vuw.ac.nz Ph. 463-8902	Mon 1-3pm Wed 1-3pm
Senior Tutor	Rashina Hoda	EA110	rashina.hoda@vuw.ac.nz Ph: 463-6659	Mon to Fri 10:30am – 2:30pm

Class Times and Room Numbers

Credit Value: 18 points

Co-requisite: INFO101

Restrictions: INFO212 (prior to 2005)

Dates: Mon 10 July – Fri 13 Oct 2006

Lectures: MCLT103 (Maclaurin 103),
Mondays and Wednesdays, 12:00 – 12:50pm

Tutorials/Workshops: See **Tutorial/Workshop Signup Instructions** Sheet (also available on Blackboard.)

Course Objectives

- a) Introduce students to the stages of the SDLC and their relevance to the creation of an effective information system;
- b) Enable students to understand and apply requirements analysis, data modelling and process modelling;
- c) Provide students with an understanding of relevant design issues, including user interfaces, physical and logical design, data storage, and implementation; and
- d) Enable students to understand and apply methods for translating process design into IS software, using a designated programming platform (VBA - Visual Basic for Applications).

INFO 102 – Lectures, Tutorials & Workshops			2006 / 2
DATE	TOPIC	READINGS	Assessment Due
WEEK 1			
Mon 10 July	Introduction to course [SP, DJ, AS] An introduction to IS development [DJ]	(DWR) – 1	Sign up for tutorials & workshops; Ensure working email/lab accounts.
TUTORIAL	** none **		
Wed 12 July	Requirements determination [DJ]	(DWR) – 4	
WEEK 2			
Mon 17 July	Data modelling (ERDs) [DJ]	(DWR) – 7 (211-229)	
TUTORIAL	Data modelling exercises (90 mins)		
Wed 19 July	Data modelling practice (ERDs) [DJ]		
WEEK 3			
Mon 24 July	Data modelling (normalisation) [DJ]	(DWR) – 7 (230-237)	
TUTORIAL	Data modelling exercises (90 mins)		
Wed 26 July	Data modelling practice (normalisation) [DJ]		
WEEK 4			
Mon 31 July	Use case analysis [DJ]	(DWR) – 5	
TUTORIAL	Use Case Analysis (90 mins)		
Wed 2 Aug	Process modelling (DFDs) [DJ]	(DWR) – 6	
WEEK 5			
Mon 7 Aug	Process modelling practice (DFDs) [DJ]		Assignment 1: Due Friday, 11 August, 1pm
TUTORIAL	Process modelling exercises (90 mins)		
Wed 9 Aug	Process modelling (decision tables & decision trees) [DJ]		
WEEK 6			
Mon 14 Aug	Process modelling practice (decision tables/trees) [DJ]		
TUTORIAL	Process modelling exercises (90 mins)		
Wed 16 Aug	Systems design [DJ]	(DWR) – 8	
***** Mid-Trimester Break *****			
WEEK 7			
Mon 4 Sept	Introduction to objects [AS]	(DWR) – (495-504)	Assignment 2: Due Friday, 8 Sept, 1pm Assignment 3: * Part 1 sign-off
WORKSHOP	Workshop 1		
Wed 6 Sept	Program Design [AS]	(DWR) – 11	
WEEK 8			
Mon 11 Sept	Conditional statements [AS]		Assignment 3: * Part 1 sign-off * Part 2 sign-off
WORKSHOP	Workshop 2		
Wed 13 Sept	Loops [AS]		
WEEK 9			
Mon 18 Sept	ACCESS as an example of RAD implementation [AS]		Assignment 3: * Part 1 sign-off * Part 2 sign-off * Part 3 sign-off
WORKSHOP	Workshop 3		
Wed 20 Sept	Data design [AS]	(DWR) – 11/12	
WEEK 10			
Mon 25 Sept	Testing [AS]	(DWR) – (438-447)	Assignment 3: * Part 2 sign-off * Part 3 sign-off * Part 4 sign-off
WORKSHOP	Workshop 4		
Wed 27 Sept	Systems architecture [AS]	(DWR) – 9	
WEEK 11			
Mon 2 Oct	Input Design [AS]	(DWR) – 10	Assignment 3: * Part 3 sign-off * Part 4 sign-off
WORKSHOP	Workshop 5		
Wed 4 Oct	Introduction to development methods (RUP, SCRUM, XP) [AS]		
WEEK 12			
Mon 9 Oct	Guest developer [AS]		Assignment 3: * Part 4 sign-off
WORKSHOP	*No workshops (only for sign-off)		
Wed 11 Oct	End of course review & exam preparation Further study & course closure [AS / DJ]		

Delivery Method

Learning materials for this course are delivered in three complementary ways: through (i) lectures, tutorials and workshops; (ii) assigned readings from the prescribed text; and (iii) resources on the (Blackboard) course website. Each method is both important and necessary to achieve the course objectives.

Use of Blackboard

Course Material

Basic course material and announcements will be published on Blackboard on a regular basis.

Announcements

The announcements page for the course will be used to distribute course announcements. You are expected to check the announcements regularly.

Discussion Board

Moderated discussion forums will be provided for assignment work. Staff members will attempt to answer all reasonable questions. In some cases students may be requested to make an appointment as not all questions can be easily answered using this medium.

A close-off date and time for assignment-related questions will be published closer to the due date for each assignment.

Lectures

Lectures will compliment the on-line material and the textbook, but will NOT necessarily cover exactly the same material. Lecture material will not necessarily be published in Blackboard. All lecture material is assessable.

Readings

A. Dennis, B.Wixom & Roth (2006). Systems Analysis & Design. Wiley. 3ed.

Readings: There will be set readings from the textbook each week (see the course schedule below). Students are expected to have completed the set readings prior to attending lectures and tutorials for that week.

Additional Learning Resources

www.microsoft.com/msdn

The Microsoft Developer Network contains reference guides and how-to information about the whole range of Microsoft development technologies.

www.sei.cmu.edu

The Carnegie Mellon Software Engineering Institute is one of the leading software engineering and systems development research institutions.

Computerworld (NZ)

This is a weekly publication available at newsstands or by subscription. Like NZ InfoTech, Computerworld provides up-to-date articles on emerging information technologies and managerial issues in information systems. There will almost always be some material of interest.

Internet

The enormous range of World Wide Web sites can provide valuable information on a wide range of topics.

Assessment Requirements

Course assessment will be based on the following:

		<u>Due Date</u>
Assignment 1 (Data Modelling)	15%	Friday, 11 August, 1pm
Assignment 2 (Process Modelling)	15%	Friday, 8 September, 1pm
Assignment 3 (Programming)	20%	In four 5% parts, see Lab Schedule (Page 2)
Tutorials	5%	weekly (first half of course)
Examination	45%	TBA
TOTAL	100%	

Assignments

Each of the three assignments will focus on different aspects of system development through the use of a business case study (to be made available on Blackboard).

Tutorials

There are five 2-hour tutorials in the first half of the course. Attendance is compulsory, and students will be asked to prepare for their tutorials in advance (assessment will be based on these preparations).

Workshops

More information regarding sign-offs will be available on Blackboard.

Examination

This will be a 2-hour exam held during the official exam period. Selected material from the lectures and textbook throughout the course will be assessable. More information about this will be provided closer to the time.

Penalties

In fairness to other students, work submitted after the deadline will incur a 10% penalty (of the marks achieved for the project) for each working day (prior to 4:00 pm) late. In the event of bereavement or prolonged illness affecting your ability to meet the deadline, discuss your situation with the Course Coordinator. You must verify your claim, e.g., produce a medical certificate. By doing so you agree to verification of documentation. Extensions will only be granted under these conditions.

***Please note: Certificates from the Student Counselling Service are no longer accepted as documentary evidence to support an extension.**

Scaling

To obtain a fair and consistent distribution of marks relative to assessment difficulty, scaling of marks may be employed on some or all assessments.

Mandatory Course Requirements

To pass this course, students must have:

1. **Correctly enrolled in the course;**
2. **Attended at least four out of the five tutorials;**
3. **Attained at least 40% of the possible marks for the examination; and**
4. **Attained a weighted average over all assessments of at least 50%.**

Tutorials / Workshops

Tutorials provide students with learning opportunities in a smaller class environment. Students are required to attend at least four out of the five tutorials offered in the first half of the course. Each 2-hour tutorial will involve both some discussion around issues relevant to the lecture material, and considerable practice in problem-solving activities. The latter will provide useful feedback on exercises similar to the types of problems encountered in the assessments.

Workshops provide opportunities for learning about a range of programming-related issues based around Visual Basic. Each 2-hour workshop will involve some formal instruction, combined with considerable practice applying programming principles covered in the lectures, with guidance from Workshop Supervisors. More information regarding sign-offs will be available on Blackboard.

Allocations to specific workshops and tutorials will be outlined in the first week of the course.

Communication of Additional Information

All formal notices relating to this course will be posted on the Blackboard website - you are expected to log on and check for announcements on a regular basis, at least two or three times a week. Final grades will be posted on the Information Systems noticeboard located on the ground floor of the Easterfield Building, opposite the lifts (elevators).

The INFO102 website can be accessed at:

<http://blackboard.vuw.ac.nz>

Important Notes:

- *No extension is possible based on a student's workload. You are expected to manage your workload to ensure there is sufficient time to complete assessments as required.*
- *You are expected to back up your work – From time to time files are lost, computers crash, etc., so it is critical that you get into the habit of backing up important files (on floppy/CD disk or flash drive, for example). Extensions will not be granted due to files lost and not backed up!*
- *Do not leave submitting your work to the last minute – technology problems do occur (especially on the day an assignment is due). Printers may be overloaded, servers may be slow, etc. Be smart and submit it in plenty of time. Extensions will not be granted due to problems with submitting work.*
- *Be careful to submit your assignment according to instructions given. If it is placed in the wrong box, or submitted using a method that has not been specified, it will not be marked.*
- *Working together – You are encouraged to discuss aspects of assignment work with others. However, when it is time to develop your solution & write your assignment, **the words and diagrams you use must be ENTIRELY your own.** In this way, we will have your perspective on the topic - not someone else's! Markers have been instructed to check for signs of plagiarism and joint efforts.*

Faculty of Commerce and Administration Offices

Railway West Wing (RWW) - FCA Student Administration Office

The Student Administration Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications.

Easterfield (EA) - FCA/Law Kelburn Office

The Kelburn Campus Office for the Faculties of Commerce & Administration and Law is situated in the Easterfield Building - it includes the ground floor reception desk (EA005) and offices 125a to 131 (Level 1). The office, will be open from 9:00 am to 5:00 pm during Trimester 2, offers the following:

- Duty tutors for student contact and advice.
- Information concerning administrative and academic matters.
- FCA Student Administration forms (e.g. application for academic transcripts, requests for degree audit, COP requests).
- Examinations-related information during the examination period.

General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly those regarding assessment and course of study requirements, and formal academic grievance procedures.

Student Conduct and Staff Conduct

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps can be taken if there is a complaint. For queries about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor. This Statute is available in the Faculty Student Administration Office or on the website at: www.vuw.ac.nz/policy/StudentConduct.

The policy on Staff Conduct can be found on the VUW website at: www.vuw.ac.nz/policy/StaffConduct.

Academic Grievances

If you have any academic problems with your course you should talk to the tutor or lecturer concerned or, if you are not satisfied with the result of that meeting, see the Head of School or the Associate Dean (Students) of your Faculty. Class representatives are available to assist you with this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievances Policy which is published on the VUW website:

www.vuw.ac.nz/policy/AcademicGrievances.

Academic Integrity and Plagiarism

Academic integrity is about honesty – put simply it means **no cheating**. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. Plagiarism is **prohibited** at Victoria.

The University defines plagiarism as follows:

Plagiarism is presenting someone else's work as if it were your own, whether you mean to or not.

'Someone else's work' means anything that is not your own idea, even if it is presented in your own style. It includes material from books, journals or any other printed source, the work of other students or staff, information from the Internet, software programmes and other electronic material, designs and ideas. It also includes the organization or structuring of any such material.

Plagiarism is not worth the risk.

Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct (www.vuw.ac.nz/policy/studentconduct) and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- suspension from class or university
- cancellation of your mark for an assessment or a fail grade for the course.

Find out more about plagiarism and how to avoid it, on the University's website at: www.vuw.ac.nz/home/studying/plagiarism.html.

Students with Disabilities

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities an equal opportunity with all other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, then please contact the Course Coordinator as early in the course as possible. Alternatively you may wish to approach a Student Adviser from Disability Support Services to confidentially discuss your individual needs and the options and support that are available. Disability Support Services are located on Level 1, Robert Stout Building, or phoning 463-6070, email: disability@vuw.ac.nz. The name of your School's Disability Liaison Person can be obtained from the Administrative Assistant or the School Prospectus.

Student Support

Staff at Victoria want students' learning experiences at the University to be positive. If your academic progress is causing you concern, please contact the relevant Course Co-ordinator, or Associate Dean who will either help you directly or put you in contact with someone who can.

The Student Services Group is also available to provide a variety of support and services. Find out more at www.vuw.ac.nz/st_services/ or email student-services@vuw.ac.nz.

VUWSA employs two Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office is located on the ground floor, Student Union Building, phone 463 6983 or 463 6984, email education@vuwsa.org.nz.

Maori and Pacific Mentoring programme (Manaaki Pihipihinga)

This is a free programme of mentoring for Maori and Pacific students doing first year courses within the Faculty of Commerce and Administration. Weekly one hour mentoring sessions: drafting and editing assignments/discussing any questions that you might have from tutorials or lectures and going over every aspect of essay writing, either in small group sessions or on a one-to-one basis.

This includes:

- A computer suite hooked up to cyber commons for students to use to produce their assignments.
- Regular skill-based workshops with a learning adviser from Student Learning Support Services.
- Networking with other Maori and Pacific support groups throughout the university.

For more information please contact:

Melissa Dunlop, Programme Coordinator

Ph: 463 6015 or Email: Maori-Pacific-Mentoring@vuw.ac.nz