

School of Information Management

## INFO102 Information Systems Development

Trimester Three 2008

### COURSE OUTLINE

#### Contact Details

	Staff	Room	Email & Telephone	Office Hours
<b>Course Co-ordinator</b>	Simon Park	EA108	<a href="mailto:Simon.Park@vuw.ac.nz">Simon.Park@vuw.ac.nz</a> Ph. 463-6950	Tue through Fri 10am – 3pm
<b>Course Lecturer</b>	David Johnstone	EA218	<a href="mailto:David.Johnstone@vuw.ac.nz">David.Johnstone@vuw.ac.nz</a> Ph. 463-5877	Tue: 2-3 & 4-5pm Thur: 1-2pm
<b>Course Lecturer</b>	Diane Strode	EA207	<a href="mailto:Diane.strode@vuw.ac.nz">Diane.strode@vuw.ac.nz</a> Ph. 463 5504 or 463-8902	Tue: 3-5pm Thur: 3-5pm
<b>Senior Tutor</b>	Xiaoyi Guan	EA111	<a href="mailto:Xiaoyi.guan@vuw.ac.nz">Xiaoyi.guan@vuw.ac.nz</a> Ph. 463 6998	Tue & Thur: 9 – 10am & 3 -5pm

#### Class Times and Room Numbers

<b>Credit Value:</b>	18 points
<b>Co-requisite:</b>	INFO101
<b>Restrictions:</b>	INFO212 (prior to 2005)
<b>Dates:</b>	Mon 17 November 2008 – Fri 6 February 2009
<b>Lectures:</b>	Tuesday & Thursday 10am - 11:50am at KKL301
<b>Tutorials/Workshops:</b>	See <b>Tutorial/Workshop Signup Instructions</b> .

#### 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 object oriented programming using C# as their programming platform

**INFO 102 – Lectures, Tutorials & Workshops**
**2008 / 3**

DATE	TOPIC	READINGS	Assessment Due
<b>WEEK: 17 – 21 November</b>			
Tuesday	Introduction to IS development Requirements determination	(DWR) – 1 (DWR) – 4	
	<b>No tutorials</b>		
Thursday	Data modelling (Entity relationship diagrams)	(DWR) – 7 pp. 211-229	
	<b>TUTORIAL 1: ERD exercises</b>		
<b>WEEK: 24 – 28 November</b>			
Tuesday	Data modelling (Normalisation)	(DWR) – 7 pp. 230-237	Lunch 2 U – ERD (Hand in 1)
	<b>TUTORIAL 2: Normalisation exercises</b>		
Thursday	No lecture		Lunch 2 U – Normalisation (Hand in 2) <u>For Feedback only</u>
	<b>OPTIONAL TUTORIAL BEFORE TEST 1</b>		
<b>WEEK: 1 December – 5 December</b>			
Tuesday	<b>TEST 1</b>		<b>TEST 1 (20%) – 2 HOURS</b>
	<b>No tutorials</b>		
Thursday	Process modelling (Use case analysis/Data flow diagrams)	(DWR) – 6 (DWR) – 5	
	<b>TUTORIAL 3: Use case analysis</b>		
<b>WEEK: 8 – 12 December</b>			
Tuesday	Process modelling (Data flow diagrams) System Design	(DWR) – 6	Lunch 2 U – Use Case (Hand in 3)
	<b>TUTORIAL 4: Data flow diagrams</b>		
Thursday	Process modelling (Decision trees & tables)	No reading.	Lunch 2 U – DFD (Hand in 4)
	<b>TUTORIAL 5: Decision trees &amp; tables</b>		
<b>WEEK: 15 – 19 December</b>			
Tuesday	No lecture		Lunch 2 U – Decision Trees (Hand in 5) <u>For Feedback only</u>
	<b>OPTIONAL TUTORIAL BEFORE TEST 2</b>		
Thursday	<b>TEST 2</b>		<b>TEST 2 (20%) – 2 HOURS</b>
	<b>No tutorials</b>		
<b>WEEKS: 24 December – 2 January TRIMESTER BREAK</b>			
<b>WEEK: 12 – 16 January</b>			<b>Assignment 1</b>
Tuesday	Introduction	CSK PII 2.1-2.18	Part 1 issued
	<b>WORKSHOP 1: VS IDE and a first project</b>		
Thursday	Building blocks		
	<b>WORKSHOP 2: Event driven programming</b>		
<b>WEEK: 19 – 23 January</b>			
Tuesday	Control structures: selection and iteration	CSK PIII 3.1-3.16	Part 2 issued
	<b>WORKSHOP 3: Using control structures</b>		
Thursday	Arrays and collections		<b>Part 1 due (22<sup>th</sup> January 2009)</b>
	<b>WORKSHOP 4: Using arrays and collections</b>		
<b>WEEK: 26 – 30 January</b>			
Tuesday	Classes and objects	CSK PIV Intro, 4.2, 4.3	
	<b>WORKSHOP 5: Using classes and objects</b>		
Thursday	Data validation and exception handling		
	<b>WORKSHOP 6: Handling exceptions</b>		
<b>WEEK: 2 February – 6 February</b>			
Tuesday	Object orientation		<b>Part 2 due (3<sup>rd</sup> Feb 2009)</b>
	Sign off only		
Thursday	<b>TEST 3</b>		<b>TEST 3 (20%) – 2 HOURS</b>
	No workshop		

## 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) website. Each method is both important and necessary to achieve the course objectives.

## Use of Blackboard

### *Course Material*

All course material and announcements will be published on Blackboard on a regular basis. **Students are expected to download these materials from Blackboard.**

### *Announcements*

The announcements page for the course will be used to distribute course announcements. It will be updated every Monday, to specify the agenda for the week. You are expected to check the announcements regularly.

### *Discussion Board*

Moderated discussion forums will be provided for general discussion, tutorials, and assignment work. Staff members will attempt to answer all reasonable questions. If a particular question has not been answered clearly on the discussion board, please make an appointment with either the lecturers or tutors, for further explanation.

## Lectures

Lectures will compliment the on-line material and the textbook, but may NOT necessarily cover exactly the same material. The lecture covers the theory regarding systems development and programming language, whereas the practical material will be covered in the tutorials and workshops.

## Prescribed Readings

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

"C# for Sharp Kids" available from Blackboard and on the Virtual Machines in MY201 Labs.

**Readings:** There will be set readings from the textbook each week (see the course schedule at page 2). Students are expected to have completed the set readings prior to attending lectures and tutorials for that week in order to thoroughly understand the materials.

## Assessment Details

Course assessment will be based on the following:

		<u>Due Date</u>
<b>Test 1</b> (Data Modelling)	<b>20%</b>	
<b>Test 2</b> (Process Modelling)	<b>20%</b>	
<b>Tutorial submissions</b> (max 4)	<b>5%</b>	see Lecture Schedule (p2)
<b>Tutorial attendance</b> (max 5)	<b>5%</b>	
<b>Workshop signoff</b> (1% for each exercise)	<b>5%</b>	
<b>Assignment 1</b> (C# Programming)	<b>25%</b>	see Lecture Schedule (p2)
<b>Test 3</b>	<b>20%</b>	
<b>TOTAL</b>	<b>100%</b>	

## Mandatory Course Requirements

To pass this course, students must, in addition to getting a course mark of 50% or more,

1. Attend at least four out of five designated tutorial;
2. Obtain four out of five workshop exercise signoffs;
3. Sit all three tests.

**Please note:** To pass INFO102 you must attend four designated tutorials and obtain four workshop exercise signoffs. Do not take chances by missing tutorials unnecessarily - you may later become ill or be otherwise forced to miss some tutorials/workshop signoffs, and then find that you have not accumulated enough tutorial attendance/workshop signoffs.

## Tutorials and Workshops

Students are required to register for **one** 2 hour tutorial/workshop. Tutorials will run for the first six weeks of the course. Tutorials will then be converted into 30min tutorials and 1 ½ hour workshops in the last six weeks of the course. During the conversion, tutorial venue and the times will remain the same but, the workshop will be held in MY201.

## Tutorial/Workshop Sign-up

Please signup for a tutorial/workshop session by **5pm, Thursday of Week 1** as tutorials will start in Week 2. A new tutorial/workshop signup system has been put into place (S-cubed; <https://signups.victoria.ac.nz/>). The demonstration on how to sign up for tutorials and workshops will be given during the first lecture. Instruction is also available on Blackboard.

### **Tutorial/Workshop hopping is not permitted:**

Tutorial/Workshop hopping is not allowed. If you need to temporarily change to other tutorial / workshop, please print and fill out the **Tutorial/Workshop Change Form** (can be found under Course Information tag on Blackboard). Please note, you must provide valid reasons (i.e. doctor appointment) and provide documents to support your application (i.e. medical certificate). **Please note:** Certificates from the Student Counselling Service are no longer accepted as documentary evidence

**This form must be signed by Senior Tutor or Course Co-ordinator. You will only be signed off from the replacement workshop or get attendance from the replacement tutorial if you show the tutor of the class the signed change form at the beginning of the tutorial.**

## Tutorials

For each tutorial, students are required to submit their weekly submission to the tutors at the beginning of the tutorial. Each submission is worth 1% of your final grade. Bonus 1% will be given if you submit all four.

You **must** attend your allocated tutorials. To pass the course you must attend at least four of the five designated tutorials. If you wish to switch tutorials, you must seek prior permission from the Senior Tutor (refer to 'Tutorial/Workshop hopping is not permitted' at page 4).

## Workshops

After the Christmas break, tutorials will be converted into workshops (MY201). You will need to attend ½ hour tutorials and move to workshops (MY201) for 1 ½ hour. During the tutorials, tutors will teach you the concepts of C# and explain what you need to do during the workshops. Therefore attending both the tutorials and workshops are imperative.

There are two parts of the workshops: **Exercises and Assignment 1**. The first 30min of the workshop is dedicated to exercises, during workshops you are required to get your exercises signed-off. To pass the course **you need to have four out of five exercises signed-off**. The rest of the workshop times consists of working on the Assignment 1 parts (refer to 'Assignment 1').

## Assignment 1 – Assessment for C#

This assignment is split into two parts. Each part needs to be marked off by the tutors **during your designated workshop times (see Tutorial/Workshop Hopping, page 4) before their due dates**,

Assignment Part	Due Dates	%
Part 1	22 <sup>nd</sup> January 2009	10%
Part 2	3rd February 2009	15%

The two parts of the assignment are not connected. This means that if you have not done one part correctly you can still go on to complete the other part of the assignment.

## Tests

The tests reflect the two halves of the course. The first two tests provide students the opportunity to demonstrate what they have learned about both the creation of data models from a set of data requirements (Test 1), and the creation of process models from a set of process requirements (Test 2). Test 3 focuses on systems development topics covered in the second half of the course.

## Examination

The course is internally assessed through class participation, the programming project and section tests. ***There is no examination*** in the final exam period for this course.

## 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.

## 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>

## 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 1:00 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. **\*Please note: Certificates from the Student Counselling Service are no longer accepted as documentary evidence to support an extension.**

## Extension

Extensions must be sought **prior** to the deadline from the Course Coordinator. You must provide documents to support your application for extension, such as a Medical Certificate. The Course Coordinator reserves the right and you consent to the verification of your documents with third parties.

## 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](http://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](http://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](http://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](http://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](http://www.vuw.ac.nz/home/studying/plagiarism.html).

## Notice of Turnitin Use

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <<http://www.turnitin.com>>. Turnitin is an on-line plagiarism prevention tool which identifies material that may have been copied from other sources including the Internet, books, journals, periodicals or the work of other students. Turnitin is used to assist academic staff in detecting mis-referencing, misquotation, and the inclusion of unattributed material, which may be forms of cheating or plagiarism. At the discretion of the Head of School, handwritten work may be copy typed by the School and subject to checking by Turnitin. You are strongly advised to check with your tutor or the course coordinator if you are uncertain about how to use and cite material from other sources. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

## Students with Impairments

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as 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, 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 (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building, telephone (04) 463 6070, email [disability@vuw.ac.nz](mailto:disability@vuw.ac.nz). The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.



## 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/](http://www.vuw.ac.nz/st_services/) or email [student-services@vuw.ac.nz](mailto: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](mailto:education@vuwsa.org.nz).

## Manaaki Pihipihinga Maori and Pacific Mentoring programme

This is a mentoring service for Maori and Pacific students studying at all levels. Weekly one hour sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14 Kelburn Parade, and Room 210 and 211, Level 2, Railway West Wing. Sessions cover drafting and discussing assignments, essay writing, and any questions that may arise from tutorials and/or lectures. A computer suite networked to Cyber Commons is available for student use.

To register with Manaaki Pihipihinga, please contact one of the following:

Puawai Wereta  
Manaaki Pihipihinga Coordinator  
Room 210, Level 2  
Railway West Wing  
Tel. (04) 463 8997  
Email: [Puawai.Wereta@vuw.ac.nz](mailto:Puawai.Wereta@vuw.ac.nz)

Fa'afoi Seiuli  
Pacific Support Coordinator  
Room 109 B  
14 Kelburn Parade  
Tel. (04) 463 5842  
Email: [Faafoi.Seiuli@vuw.ac.nz](mailto:Faafoi.Seiuli@vuw.ac.nz)

The Pacific Support Coordinator is also available on the Pipitea Campus, Room 212, Level 2, Railway West Wing, every Thursday, 1-4pm. No appointment is necessary. You can either come in, email or phone with any issue that you need help with. Fa'afoi links Pacific students to the services and support they need while studying at Victoria.