TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Information Management

INFO141 SYSTEM ANALYSIS

Trimester 2, 2015

COURSE OUTLINE

Names and Contact Details

	Staff	E-mail & Telephone	Room	Office Hours
Course Coordinator & Lecturer	Yi-Te Chiu	yi-te.chiu@vuw.ac.nz 04 463-5689	RH 412	meetings by appointment
Lecturer	Senay Saglam	senay.saglam@vuw.ac.nz 04 463-5266	RH 415	meetings by appointment
SIM Undergraduate Support Team		simstudents@vuw.ac.nz 04 463 6659	EA 111	Check Blackboard for office hours
			RH502	Mon-Fri 10am-4pm or by appointment

* To contact us outside of these office hours call 6659 – a phone is located next to the Faculty of Commerce reception, EA 118

Trimester Dates
Teaching Period: Monday 13th July – Friday 16th October
Study Period: Monday 19th October – Thursday 22nd October
Examination Period: Friday 23rd October – Saturday 14th November (inclusive)

Withdrawal from Course
1. Your fees will be refunded if you withdraw from this course on or before Friday 24th July 2015.
2. The standard last date for withdrawal from this course is Friday 25th September. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' form including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks or online.

Class Times and Room Numbers
Time: Friday 3:10 pm -5 pm
Room: Maclaurin LT101

Course Delivery
Learning materials for this course are delivered in two complementary ways: through (i) lectures and workshops; and (ii) resources on the (Blackboard) website. Each method is both important and necessary to achieve the course objectives.

Group Work

Students are required to work together in some workshop assignments (see details in the workshop guide). Most of collaboration will occur in workshops. You may involve an average of 5 hours work outside the class room.

Expected Workload

This is a 15-point course. One point equates to approximately 10 hours of work, for a total of 150 hours for the course. Each week, students are expected to spend about:

- 2 hours in the lecture
- 4 hours preparing for the lecture
- 1 hour in the workshop
- 2 hours preparing for the workshop
- 3-5 hours preparing the course assignments and studying for the exam

Prescription

This course covers the IS system development life cycle (SDLC) from a business perspective. It introduces basic techniques for analysing business flows, information analysis, objects and classes. It introduces techniques for documenting information systems requirements in an object-oriented modelling language.

Course Learning Objectives

By the end of the course, you should be able to (week # in parenthesis):

1. Translate business needs in terms of information flows and stores
2. Select the appropriate techniques for problem definition and information systems design
3. Apply the different stages of the SDLC
4. Document information systems requirements in an object-oriented modelling language

Course Content

Week	Topic	Readings*	Notes
1 17th July	Understanding the role of a business analysis and analyst	Blais (2011) Ch1-6	Signup for workshops this week**
2 24th July	What are we trying to do (our goal) and the environment in which we are doing it (SDLC or Agile approaches?)	Check BlackBoard	
3 31st July	Establish the business requirements	Blais (2011) Ch 8-10	WS1
4 7th August	Requirements elicitation and determination (1): How to understand a business process by various elicitation techniques	Blais (2011) Ch 11	WS2
5 14th August	Requirements elicitation and determination (2): Documenting requirements and requirements management	Check BlackBoard	WS3 *WS Assignment#1 due by noon on August 13th
6 21st August	Scoping the IT Project with use cases & behavioural modelling	Podeswa (2014) Ch 2 & 4-7	WS4
Mid-trimester break			

7 11th September	Business process modelling (1): activity diagram	Podeswa (2014) Ch8	WS5
8 18th September	Business process modelling (2): process analysis and user interfaces	Check BlackBoard	WS6 *WS Assignment#3 due by noon on September 17th
9 25th September	Structural modelling: class diagram	Check BlackBoard	WS7 *WS Assignment#4 due by noon on September 24th
10 2nd October	Enterprise and requirements analysis	Blais (2011) Ch12-13	WS8
11 9th October	Producing usable and testable requirements document	Blais (2011) Ch 14	WS9 *WS Assignment#5 due by noon on October 8th
12 16th October	Next steps – make or buy decisions	Check BlackBoard	WS10 *Final project due by 9am on October 19th

*In addition to chapters from textbooks, check supplementary materials on the BlackBoard website.
** Please sign up for a workshop session by **5pm, 23rd July** as workshops will start in Week 3. The workshop signup system is called S-cubed (see https://signups.victoria.ac.nz/ for details). Instructions are available on Blackboard.

Readings
The prescribed text for the course is:
Blais, S. (2011). Business analysis: best practices for success. Hoboken, NJ: John Wiley & Sons.
Note: (1) Print version is available for purchase from VicBooks.
      (2) Electronic version is available for purchase from
http://au.wiley.com/WileyCDA/WileyTitle/productCd-1118161556.html
      (3) VUW library holds e-books allowing the limited number of concurrent users
http://victoria.lconz.ac.nz/vwebv/holdingsInfo?bibId=1594324

The recommended text for the course is:
Podeswa, H. (2014). UML for the IT business analyst: A practical guide to requirements gathering using the UML (2nd ed.). Boston, MA: Cengage Learning.
Note: (1) Print version is available for purchase from VicBooks.
      (3) VUW library holds e-books allowing the limited number of concurrent users
http://victoria.lconz.ac.nz/vwebv/holdingsInfo?bibId=1830062

Software: Students will involve requirements modelling using UML in MS Visio. MS Visio can be obtained by students of VUW and can be downloaded to your personal computer. Details will be supplied in the workshop guide.

Materials and Equipment

The course will involve requirements modelling using UML in MS Visio. Students may also use software available in the computer labs provided by SIM for this course. The computer labs in Murphy are open from 8am to 8pm each day every day, and are accessible by swipe card if you are enrolled at SIM. The software you need to complete workshop exercises and assignments is provided on these machines.

Assessment

Requirement	Due Date	Weight
Workshop assignments (5 x 6%) (LO 1–4)	See weekly schedule	30%
Final Project (LO 1–4)	9am on October 19th	40%
Final Exam (LO 1–4) The exam is intended to evaluate your knowledge of business analysis and UML. It will cover all class material.	TBD (Friday 23rd October – Saturday 14th November)	30%

Note: Detailed assignment and project guidelines will be provided on/through Blackboard and in class.

The Assessment Handbook will apply to all VUW courses: see
http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf.

Extensions
Familiarise yourself with the assessment handbook regarding extensions. Extensions can only be granted in accordance to the conditions expressed in section 3.2.1 and further discussed in section 8.

Personal extensions are granted only in special circumstances and supporting evidence such as a medical certificate may be requested by the course coordinator or SIM undergraduate support team.

Non-extendable assessments. For some work, such as: lab projects, case discussion preparation, and tutorial preparation there is no possibility of late submission as the opportunity for the work to be completed has already passed.

Penalties
The penalty for late submission of work without a prior extension arrangement is a reduction of 10% of the available marks each calendar day, starting from the due date and time, up to 5 days after the due date. At the course coordinator's discretion, work handed in after 5 days may be assessed and feedback provided, but no grade will be assigned.

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Use of Turnitin
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 compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and submitted to Turnitin. A copy of submitted materials will be retained 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.

Examinations
Students who enrol in courses with examinations are obliged to attend an examination at the University at any time during the formal examination period. The final examination for this course will be scheduled at some time during the following period:

Friday 23rd October – Saturday 14th November (inclusive)

Mandatory Course Requirements
In addition to obtaining an overall course mark of 50 or better, students must attend at least seven workshops and get a sign-off.

We strongly suggest that you attend all weekly workshops where you gain practical knowledge on business analysis and UML to work on assignments and final project.

> *Please note:*
>   *(1) Do not take chances by missing workshops unnecessarily – you may later become ill or be otherwise forced to miss some workshops, and then find that you have not accumulated enough workshop attendances.*
>   *(2) Workshop hopping is not permitted. If you need to temporarily change to another tutorial, please contact Senior Tutor Lucia Sohn for permission.*

If you cannot complete an assignment or sit a test or examination, refer to
www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

Class Representative
A class representative will be elected in the first class, and that person's name and contact details made available to VUWSA, the course coordinator and the class. The class representative provides a communication channel to liaise with the course coordinator on behalf of students.

Communication of Additional Information
All notices relating to this course will be posted on Blackboard: www.blackboard.vuw.ac.nz

Email may also be used as a form of communication; hence it is vital that students check their email regularly. The University has provided each student with a student email address and all email correspondence will be sent to that email address. Should a student forward his/her email to another email provider, it is her/his responsibility to ensure that that forwarded mailbox is capable of receiving the emails. Students must check their student records and ensure the appropriate email address is set. You can do this through My Victoria -> Student records. Not receiving an email will not be a valid excuse for missing information.

Student feedback
Student feedback on University courses may be found at
www.cad.vuw.ac.nz/feedback/feedback_display.php

Link to general information
For general information about course-related matters, go to
http://www.victoria.ac.nz/vbs/studenthelp/general-course-information

Note to Students
(1)   Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.
(2)   This course syllabus provides a general plan for the course; deviations may be necessary.

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