



# MAYS BUSINESS SCHOOL

TEXAS A & M UNIVERSITY

## Department of Information and Operations Management

ISTM 620-601  
Summer 2019  
M-F ?????  
WCBA ???

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**Office Hours:** ???

### CATALOG DESCRIPTION

Methodologies, techniques, and tools for information systems analysis and design; the analysis and logical design of business processes and management information systems focusing on the systems development life cycle; techniques for logical system design.

### COURSE PREREQUISITES

*ISTM 615 or concurrent enrollment.*

### COURSE LEARNING OUTCOMES

Upon completion of this course, successful students will be able to:

1. Analyze business problems for potential information system use
2. Analyze processes and data for a business case
3. Design information systems to satisfy business requirements
4. Describe common systems development methodologies

### COURSE MATERIALS

#### Required Resources:

Modern Systems Analysis and Design, 8<sup>th</sup> edition, by Joseph S. Valacich and Joey F. George (2017). ISBN: 978-0-13-420492-5. Referred to as MSAD in this syllabus.

There may be other materials required over the course of the semester, but students will be given notice. Many such materials will be on eCampus.

You will need to bring paper (at least some loose leaf) and pen to every class period.

## GRADING AND COURSE REQUIREMENTS

### Exams:

During the course of the semester, you will take 5 exams. Each exam is worth 20% of your grade. Exams will be proctored in class, take-home, or some combination of the two, and may consist of multiple-choice, true-false, short answer, essay, fill-in-the-blank, diagramming, or other question types. More information will be provided as the exam dates approach.

### Grade Scale:

A	B	C	D	F
$\geq 90\%$	80% - 89.5%	70% - 79.5%	60 - 69.5%	$< 60\%$

## ATTENDANCE AND MAKE-UP POLICIES

Students are expected to attend all classes regularly and punctually. For late arrivals and absences, it is the *student's responsibility* to obtain information from missed classes from other students (this includes changes to due dates and contents of exams, assignments, labs, and projects). **A late arrival to the class is counted as an absence.**

(See student rule 7: <http://student-rules.tamu.edu/rule07>)

Students having more than 3 absences will drop one letter grade.  
Students having more than 6 absences will drop two letter grades.

## MAKEUP WORK POLICY

Students with excused absences will be given adequate time and opportunities to complete deliverables and exams they missed due to absence. Students must provide documentation and notice to the instructor as specified in TAMU student rules. Makeup exams for unexcused absences may be given at the discretion of the instructor.

## ACADEMIC INTEGRITY AND AGGIE HONOR CODE

*"An Aggie does not lie, cheat, or steal or tolerate those who do."*

Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the Aggie Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Aggie Honor System. Ignorance of the rules does not exclude any member of the TAMU community from the requirements or the processes of the Aggie Honor System. You can learn more about the Honor Council Rules and Procedures as well as your rights and responsibilities at the following URL:

<http://aggiehonor.tamu.edu>

For each project submitted for grading in this course, students are required to affirm their commitment to the Aggie Honor Code with the following statement.

*"On my honor, as an Aggie, I have neither given nor received unauthorized aid on this academic work."*

By submitting your electronic course deliverable, you affirm your adherence to the Aggie Honor Statement for that deliverable.

"Texas A&M University students are responsible for authenticating all work submitted to an instructor. If asked, students must be able to produce proof that the item submitted is indeed the work of that student. Students must keep appropriate records at all times. The inability to authenticate one's work, should the instructor request it, is sufficient grounds to initiate an academic dishonesty case." (<http://www.tamu.edu/aggiehonor/acadmisconduct.htm>)

The instructor will follow the steps and processes outlined in the "Aggie Honor Council Rules and Procedures" in all cases of academic misconduct in this class.

### **CHEATING**

Cheating will not be tolerated. If the instructor believes a student is guilty of cheating or plagiarism within the instructor's class, any of the following actions may be taken:

- 1. award no credit for the paper or test**
- 2. lower the student's grade by one letter**
- 3. award the student a failing grade for the course**

Cheating is defined as "the **possession, receipt, use, solicitation** or **furnishing** of unauthorized aid in an academic endeavor."

"Unauthorized aid" for the purposes of this class includes:

- copying of another student's test or any homework assignment
- completing an assignment **with** another student *unless the assignment description specifically allows group work*

It is the professor's duty to bring these issues to the attention of the Department Chair, Dean of the School of Business, and the Honor Council.

If you wish to report academic misconduct or if you want to know more about the Aggie Honor system, visit [www.tamu.edu/aggiehonor](http://www.tamu.edu/aggiehonor).

Please refer to <http://library.tamu.edu/> for more information on plagiarism and academic dishonesty. In addition to the guidelines included there, do not "cut and paste" from another source. The goal of academic work is to produce output using your own thoughts and words.

## STUDENTS WITH DISABILITIES

The Americans with Disabilities Act (ADA) is a federal, anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, currently located in the Disability Services building at the Student Services at White Creek complex on west campus or call 979-845-1637. For additional information visit <http://disability.tamu.edu/>.

## RELIGIOUS HOLIDAYS

It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required course work that may fall on religious holidays (Student Rules: Rule 7 and Appendix IV at <http://student-rules.tamu.edu>). *If possible, please speak with the instructor in advance of any such observances to make appropriate arrangements for missed work.*

## FOOD AND DRINK IN THE CLASSROOM

We have beautiful, state-of-the-art classrooms in the Wehner Building. We want to maintain the high quality of these classrooms for current and future students. Thus, it is necessary for you to adhere to the established policy of no beverages (except water), food, tobacco products, or like items within the Wehner Building classrooms. This policy will be strictly enforced.

## ELECTRONIC COURSE SUPPORT

I use the Texas A&M University (TAMU) eCampus system (<http://ecampus.tamu.edu>) as a means of electronic support for class activities. I will refer to this resource as the course website. Links to the syllabus and other pertinent course information such as handouts and assignments can be found in this system. You should check the course website regularly to be informed of what is happening in the class.

I rely extensively on electronic communication with the class. As professionals, you should have the habit of regularly checking your e-mail. When I send e-mail messages to the class, I will use the email/announcement system on the course website.

### Discussion Forum

The course website includes a discussion forum feature. This forum will be a student-driven forum. Use this forum to pose questions to your peers regarding course topics. You are welcome to use this forum for discussing your work related to this course. Although I will monitor what is posted, I will usually not post to this forum. This forum is for you to use.

### Email Etiquette

I use email extensively to communicate with students. You will likely want to communicate with me via email as well. To help me respond, please include the following:

1. Subject Line – You must include ISTM 620 as the first part of the subject line. Then you must add a meaningful description that suggests the content of your message.

2. Salutation – Use a proper salutation (e.g., Dr. G or Dr. Gomillion)
3. Closing – Include a closing (e.g., Thanks, first name and last name).
4. General Format – Please use proper grammar (e.g., spelling, sentence structure, paragraphs, capitalization, etc.)

Email is not 100% reliable. If you have not received a reply after 1 business day, please re-send as the message may have gone astray.

### COURSE SCHEDULE

Date	Topic	Readings
7/2	Intro and SDLC	Chapter 1
7/3	Build vs. Buy	Chapter 2
7/4	<i>Independence Day – No Class Meeting</i>	
7/5	<b>Exam 1</b>	
7/8	Development Methodologies	
7/9	Selecting Projects	Chapter 4
7/10	Requirements Elicitation	Chapter 6
7/11	Requirements Practice	
7/12	<b>Exam 2</b>	
7/15	Data Modeling	Chapter 8
7/16	Data Normalization	Chapter 9
7/17	Data Practice	
7/18	OO Object Modeling	Chapter 8 Appendix
7/19	<b>Exam 3</b>	
7/22	Process Modeling – DFD	Chapter 7
7/23	DFD 2	
7/24	Data and Process Modeling Practice	
7/25	Business Process Modeling	Appendix 7D
7/26	<b>Exam 4</b>	
7/29	Designing Forms and Reports	Chapter 10
7/30	Designing Interfaces and Dialogues	Chapter 11
7/31	Implementation	Chapter 13
8/1	Maintenance	Chapter 14
8/2	<b>Exam 5</b>	
8/5	<b>Course In Review</b>	

This schedule and syllabus are a guide for the course. Changes (if necessary) will be discussed in class and/or posted to the course website.