

# MIS 374 Syllabus, Spring 2014

<b>PROFESSORS</b>	Bruce White	Clint Tuttle
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<b>OFFICE</b>	CBA 3.416	CBA 3.404
<b>PHONES (area code 512)</b> (We usually respond to email first.)	471-7858 (UT)	232-8197 (UT) 214-263-6758 (cell)
<b>CLASS TIME</b>	TTH 9:30 – 11am	TTH 11am-12:30pm
<b>ROOM / UNIQUE #</b>	UTC 1.130 U# 04190	UTC 1.130 U# 04195

**Professors' Office Hours:** (Clint) Wed 11am–12pm; (Bruce) Tues 11am–12:15pm, and by appointment

**TAs** -- e-mail for appointments, as needed

- Chelsea Baskin – [chelsea.baskin@bba10.mcombs.utexas.edu](mailto:chelsea.baskin@bba10.mcombs.utexas.edu)
- Michelle Patterson – [michelle.patterson@bba10.mcombs.utexas.edu](mailto:michelle.patterson@bba10.mcombs.utexas.edu)

**WEB SITES**

- <http://www.mcombs.utexas.edu/courses/MIS374>
- <https://utexas.instructure.com/> (Canvas)

**COURSE PREREQUISITES**

- MIS 333K
- Upper Division Status

**COURSE OBJECTIVES**

1. Learn techniques for successfully developing systems and managing the development process.
2. Gain an understanding of the complexity of systems development environments and know when to apply specific management and development techniques.

**GRADING**

**Weight**

**Assignment**

35%	Client Project (3 report due dates: 3/25, 4/17, 5/8)
20%	Exam 1 (Thurs. Mar 6 <sup>th</sup> )
15%	Exam 2 (Tues. Apr 24 <sup>th</sup> )
20%	Group Projects (2 report due dates: Jan 29 & Feb 12)
<u>10%</u>	Exercises and class participation
100%	

NOTE: This class will follow the standard UT plus/minus grading system. Please note that peer evaluations are taken into consideration in all project grades.

**CLIENT PROJECT**

The Client Project requires the delivery of a complete system for a client, although sometimes the scope of the project does not allow implementation. For all projects, the scope is defined by the student team working with their client and MIS supervisor – your professors. The quality of the system, documentation, team participation, and user satisfaction count towards the grade. Students work in teams of 4-5 and choose their own team members. Project descriptions are provided and projects are chosen from the Project Management Portal: <https://acsprod.mcombs.utexas.edu/bridge/projects/portal/student/>

**CLIENT PROJECT GRADE**

Your reports and presentations are subject to some less tangible grading criteria: an "acceptable" report that demonstrates a "correct" analysis of a problem may not earn all the points allotted to that assignment (e.g., 89/100 or 95/100). Intangibles such as creativity, depth of analysis, effectiveness of presentation, etc. differentiates an "acceptable, correct" report from a high quality report. Major deliveries 1, 2, & 4 are each 30% of the grade; Delivery 3 (the class presentation) is 10%. The peer evaluation is of utmost importance in Client Project (CP) grading. If the peer evaluation is high, you will receive 100% of the grade. If the peer evaluation is low, you may receive as low as 50% or less of the grade. If you do not submit your peer evaluation, you will receive 75% of the client project grade.

<b>EXAMS</b>	There are two exams. Each consists of a case problem and several questions. The questions require application of methodologies and tools to solve the case problem. These are similar in type and content to class discussions, homework, and projects. They test your comprehension of the techniques required for projects in class and later in your career as well as your ability to generate ideas for planning system development projects. Exam 2 is optional. If you choose not to take it, your exam 2 grade will be the same as your grade on exam 1. If you miss the first exam because of illness, a University-approved absence, or an absence approved in advance by professors, you must take exam 2 and your grade will be used for both exams.
<b>GROUP PROJECTS</b>	There are two group projects with team members chosen by professors. The Group Project grade is an average of the two grades. Peer evaluations will alter individual Group Project grades. For example, if your peer evaluation is very high you will receive a 100% and you will get full credit for the group projects. If the peer evaluation is low, you may receive as low as 50% or less of the grade. If you do not submit your peer evaluation, you will receive at most 75% of the group project grade.
<b>APPEAL PROCESS</b>	You must submit your request for an appeal of a grade <u>within one week</u> from when it was returned to you. First look at the posted solution and/or grading criteria, which will be posted on the web or on the board outside our office. Then write up your appeal and put in the appropriate mailbox in the IROM dept. office, CBA 5.202.
<b>EXERCISES</b>	There will be 12 to 17 individual exercises to be completed during class or before class. These include many of the in-class exercises listed on the schedule as well as some unannounced exercises. "Reasonable effort" will be graded as 95%, superior work will receive 100% and minimal effort will receive 50-75%.
<b>CLASSROOM PARTICIPATION</b>	You are expected to participate in class by answering questions, by asking good questions, raising issues, and making observations. No comment is considered "bad" as long as it makes a constructive class contribution. A good learning environment is a safe environment -- one in which all feel free to question and discuss. A sense of humor is always welcome!
<b>UT HONOR CODE</b>	The core values of UT Austin are learning, discovery, freedom, leadership, individual opportunity, and responsibility. Each member of the university is expected to uphold these values through integrity, honesty, trust, fairness, and respect toward peers and community.
<b>STUDENTS WITH DISABILITIES</b>	Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 512-471-6259, <a href="http://www.utexas.edu/diversity/ddce/ssd/">http://www.utexas.edu/diversity/ddce/ssd/</a> . Please present the letter to me at the beginning of the semester so we can discuss your accommodations.
<b>RELIGIOUS HOLY DAYS</b>	By UT Austin policy, you must notify us of your impending absence at least 14 days prior to the date of observance of a religious holy day. If you miss an exercise, exam, or project in order to observe a religious holy day, we will give you an opportunity to complete the missed work within a reasonable time of your absence.

## **SCHOLASTIC DISHONESTY**

The University defines academic dishonesty as cheating, plagiarism, unauthorized collaboration, falsifying academic records, and any act designed to avoid participating honestly in the learning process. Scholastic dishonesty also includes, but is not limited to, providing false or misleading information to receive a postponement or an extension on an exam or other assignment, and submission of essentially the same written assignment for two different courses without faculty permission.

*The McCombs School of Business has no tolerance for acts of scholastic dishonesty. The responsibilities of both students and faculty with regard to scholastic dishonesty are described in detail in the Policy Statement on Scholastic Dishonesty for the McCombs School of Business:*

*By teaching this course, we have agreed to observe all of the faculty responsibilities described in that document. By enrolling in this class, you have agreed to observe all of the student responsibilities described in that document. If the application of that Policy Statement to this class and its assignments is unclear in any way, it is your responsibility to ask us for clarification.*

*Policy on Scholastic Dishonesty: Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. You should refer to the Student Judicial Services website at <http://deanofstudents.utexas.edu/sjs/> or the General Information Catalog to access the official University policies and procedures on scholastic dishonesty as well as further elaboration on what constitutes scholastic dishonesty.*

## **Campus Safety**

Please note the following recommendations regarding emergency evacuation from the Office of Campus Safety and Security, 512-471-5767, <http://www.utexas.edu/safety/>

- Occupants of buildings on The University of Texas at Austin campus are required to evacuate buildings when a fire alarm is activated. Alarm activation or announcement requires exiting and assembling outside.
- Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.
- Students requiring assistance in evacuation should inform their instructor in writing during the first week of class.
- In the event of an evacuation, follow the instruction of faculty or class instructors.
- Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.
- Behavior Concerns Advice Line (BCAL): 512-232-5050
- Further information regarding emergency evacuation routes and emergency procedures can be found at: [www.utexas.edu/emergency](http://www.utexas.edu/emergency).

Class Day	Day	Date	Topic	Exercise
1	T	14-Jan	Intro case & brainstorming	1 - Latinitas case
2	TH	16-Jan	Stakeholder Management	2 - Stakeholders Table
3	T	21-Jan	Root Causes & Intro to DFDs <b>Group Project 1 begins (teams posted 1/17)</b>	3 - Root Cause
4	TH	23-Jan	DFDs - multi-level	4 - DFD due early 5 - in class exercise
	F	24-Jan	<b>CP team registration due by 2pm</b>	
5	T	28-Jan	Build Plan -- Planning, MS Project, Gantt Charts & Networks	6 - MS Project
	W	29-Jan	<b>Group Project 1 due 2pm</b>	
6	TH	30-Jan	Scope Management incl. Ordering Phases <b>Group Project 2 begins (teams posted 1/29)</b>	6 - Print out due
	F	31-Jan	<b>CP team bidding at noon</b>	
7	T	4-Feb	Organizational Impact Analysis & Non-Functional Requirements	7 - Non-Funct Reqs & Org Impact Analysis
8	TH	6-Feb	Risk Management & ROI	8 - Risk Management
	F	7-Feb	<b>Must arrange 1st Client meeting to be held 2/10 - 2/14</b>	
9	T	11-Feb	Defining Scope and Prototyping	
	W	12-Feb	<b>Group Project 2 due 2pm</b>	
	TH	13-Feb	Eval Tables & System Overview Graphics	
	F	14-Feb	<b>1st meeting with client must be completed by today</b>	
10	T	18-Feb	Agile	9 - Minutes from 1st client meeting due by EOD
	TH	20-Feb	<b>CP Meeting Work Day 1 - No Class</b>	
	F	21-Feb	<b>2nd meeting with client must be completed by today</b>	
11	T	25-Feb	Unified Modeling Language, Use Case Diagrams	10 - Client Project Use Case Diagrams
	TH	27-Feb	<b>CP Meeting Work Day 2 - No Class</b>	
	Su	2-Mar	<b>Last Day to arrange a meeting for the team, clients, and both profs--Project Charter</b>	
12	T	4-Mar	Exam 1 Review & Delivery 1 Prep	
13	TH	6-Mar	Exam 1	
	M-F		<b>Spring Break March 10 - 14</b>	
14	T	18-Mar	Interface Design & Analysis / ROI	12 - Web flow diagram & environments
	TH	20-Mar	<b>CP Work Day 3 - No Class</b> (NOTE: Classroom is available for Delivery 1 meeting and/or Team meetings)	
	T	25-Mar	<b>CP Work Day 4 - No Class</b> (NOTE: Classroom is available for Delivery 1 meeting and/or Team meetings) <b>Project Charter (Delivery 1) Due at 2pm</b>	
	TH	27-Mar	<b>CP Work Day 5 - No Class</b> (NOTE: Classroom is available for Delivery 1 meeting and/or Team meetings)	
	F	28-Mar	<b>Last Day for Project Charter Meeting w/ client and professor</b>	
15	T	1-Apr	Build Iterations, Final Constructions, Maint.	13 - Client Proj Reflection
16	TH	3-Apr	QA & Testing	14 - Test Spec
17	T	8-Apr	User Materials	15 - Final Del. Lists
18	TH	10-Apr	Developer Materials, Installation, Cutover Strategies	16 - Plans for Go Live
	F	11-Apr	<b>Last day to email TA and setup Code &amp; I/O review 4/21 - 4/25</b>	
	M	14-Apr	<b>Email prefs for presentation days &amp; notice for Exam 2</b>	
19	T	15-Apr	SDLC Review & Agile	
	TH	17-Apr	<b>CP Work Day 6 - No Class Interim Status Reports (Delivery 2) Due @ 2pm</b>	
20	T	22-Apr	Exam 2 Review (Work Day if not taking exam)	<b>Code Complete Date</b>
21	TH	24-Apr	Exam 2 (Work Day if not taking exam)	
	F	25-Apr	<b>Last day for Code &amp; I/O reviews</b>	
22	T	29-Apr	<b>Team presentations (Delivery 3)</b>	17 - Compare projects
23	TH	1-May	<b>Team presentations (Delivery 3)</b>	18 - Compare projects
	TH	8-May	<b>Final Delivery due @ 2pm</b>	