

ARIZONA WESTERN COLLEGE  
SYLLABUS

## CIS 295 STRUCTURED SYSTEMS ANALYSIS AND DESIGN

Credit Hours: 3 Lec: 3

PREREQUISITE: CIS 120 or CIS 105

Note: 1) CIS 131 or other database course or experience strongly recommended, 2) CIS 180 or other computer programming course or experience strongly recommended.

COURSE DESCRIPTION

An introduction to the fundamental tools and techniques used in analyzing organizational information systems. Topics include systems research, design, revision, and implementation of information systems. Students complete one or more projects as members of systems teams.

1. COURSE GOAL

- 1.1 Identify the systems development life cycle process
- 1.2 Identify the pitfalls encountered when introducing a new computer system or computerizing a previous manual operation and how to avoid these pitfalls
- 1.3 Develop a functional information system will be developed during the course-

2. OUTCOMES

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

- 2.1 demonstrate an ability to use top-down methodology and the tools and techniques used in developing new information systems.
- 2.2 understand the need for planning as a basis for measuring performance.
- 2.3 explain the need for planning for, and deliverance of, effective, persuasive oral and written presentations and the need for supporting presentation materials.
- 2.4 define the value and potential of microcomputers as useful business tools.
- 2.5 evaluate the decisions necessary to be made, and the means by which they are made, during the systems development life cycle.

3. METHODS OF INSTRUCTION

- 3.1 Lectures on material covered in the course text and additional material
- 3.2 Demonstrations using overhead projection equipment
- 3.3 Class discussions
- 3.4 Hands-on lab work using a Computer-aided Software Engineering (CASE) tool
- 3.5 Discuss current events from the media, such as the Internet
- 3.6 Individualized instruction as required
- 3.7 Writing and critical thinking activities

4. LEARNING ACTIVITIES

- 4.1 Reading assignments from the text

- 4.2 Lecture and discussion on text materials, supplemented with current information from the media sources
- 4.3 Hands-on practice using computer tutorials and guided instruction
- 4.4 Hands-on assignments will be completed and submitted for grading

## 5. EVALUATION

- 5.1 Completed assignments

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- 5.2 Examinations

## 6. STUDENT RESPONSIBILITIES

6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.

6.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.

6.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.

6.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.

- 6.5 Texts and Notebooks: Students are required to obtain the class materials for the course.

- 6.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for “No Show” reporting during the first 10 days of each semester.

Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record.

An NS grade may result in a student losing their federal financial aid.

For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):

- Submitting an academic assignment
- Taking an exam, an interactive tutorial or computer-assisted instruction
- Attending a study group that is assigned by the school
- Participating in an online discussion about academic matters
- Initiating contact with a faculty member to ask a question about the academic subject studied in the course