INSY 3305  
Information Systems Analysis and Design  
Spring 2020 – Updated 3/19/20

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Time/Place of Class Meetings: Online only

Textbook:  

Course Objectives:  
This course will provide students with an opportunity to systematically study systems analysis and design. Both technical and practical knowledge will be emphasized. A variety of topics will be covered to familiarize the students with the concepts and techniques underlying analysis and design. Specifically, three primary areas will be covered:  
(1) Project Initiation and Requirements Determination;  
(2) Analysis Modeling; and  
(3) Design Modeling.

Grade Distribution:  
Two Exams (each worth 25%)  
Group Project Report  
Group Project Milestones  
50%  
30%  
20%

Letter Grade Scale:  
We will not be using a fixed scale for determining the letter grade. The cutoff points for different letter grades will be based on the class average and class standard deviation of the final score. Cutoff points will be strictly enforced without any rounding.

Cutoff for A: (Class average) + 0.5(Class standard deviation)  
Cutoff for B: minimum of {80, Cutoff for A – 10}  
Cutoff for C: minimum of {70, Cutoff for B – 10}

So, to get an A your final score should be at least half a standard deviation above the class average.
**Attendance:**
At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section I allow students to attend class at their own discretion.

**Tentative Schedule:**

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<th>Week</th>
<th>Dates</th>
<th>Topics</th>
<th>Chapter</th>
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<td>3/24,26</td>
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<td>Installation and Operations/Exam #2 Review</td>
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<td>16</td>
<td>5/12</td>
<td>Exam #2/Final Project Reports Due</td>
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UNIVERSITY POLICIES

Attendance Policy: Students are required to read and be prepared to discuss the assigned textbook chapters and workbook exercises on the scheduled class days. Class attendance and lateness policies will be discussed during the first week of class.

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. Students will not be automatically dropped for non-attendance. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Financial Aid Office for more information.

Americans with Disabilities Act: The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the Americans with Disabilities Act (ADA). All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Academic Integrity: It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. According to the UT System Regents’ Rule 50101, §2.2, "Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts."

Student Support Services Available: The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit www.uta.edu/resources for more information.

Electronic Communication Policy: The University of Texas at Arlington has adopted the University “MavMail” address as the sole official means of communication with students. MavMail is used to remind students of important deadlines, advertise events and activities, and permit the University to conduct official transactions exclusively by electronic means. For example, important information concerning registration, financial aid, payment of bills, and
graduation are now sent to students through the MavMail system. All students are assigned a MavMail account. **Students are responsible for checking their MavMail regularly.** Information about activating and using MavMail is available at [http://www.uta.edu/oit/email/](http://www.uta.edu/oit/email/). There is no additional charge to students for using this account, and it remains active even after they graduate from UT Arlington.

To obtain your NetID or for logon assistance, visit [https://webapps.uta.edu/oit/selfservice/](https://webapps.uta.edu/oit/selfservice/). If you are unable to resolve your issue from the Self-Service website, contact the Helpdesk at helpdesk@uta.edu.

THE INSTRUCTOR RESERVES THE RIGHT TO MAKE CHANGES TO THE SYLLABUS AS NECESSARY; IT IS THE STUDENT’S RESPONSIBILITY TO BE AWARE OF THESE CHANGES.