Course Syllabus
MIS8610 M50 – Systems Analysis and Design
Spring 2019
3.0 Credit Hours

Instructor: Sandra M. Richardson, PhD
Phone1: 901.678.4614
E-mail: sandra.richardson@memphis.edu
E-mail2: srchrdsn@memphis.edu
Office: FCBE #313
SkypeID: Sandi_Richardson
Class Meeting Time: Online via eCourseware
Class Location: FCBE 365

Office Hours: Tuesday & Thursday 9:30-11:00 pm, or by appointment.

Course Overview:
This course addresses systems analysis and design of computer based information systems. The goal of this course is to introduce key concepts, techniques, tools, methodologies, and the organizational, social and ethical impacts of systems analysis development and design activities. Additional goals include an introduction of systems analysis and design research in the MIS discipline and a working knowledge of how to conduct research in this knowledge area.

Pre-Requisites/Co-Requisites:
None

Required Texts (and Related Materials):
- Additional readings will be assigned throughout the semester; this may include the purchase of an additional book.
- Other materials as assigned
- Access to University of Memphis e-courseware website (this is the main website for the course and is where you will find course info, discussions, course news, etc.)
Location of Course Materials:
Course and all course materials (lectures, discussion topics, news, etc.) are located on the eCourseware website.

Course Objectives:
Upon completion of this course you will have developed an understanding of MIS research related to information systems analysis and design. Students will be prepared to investigate and prepare a proposal for a research paper in an area of individual interest that is related information system design with the goal of furthering his/her development of a personal research agenda.

Fogelman College: Learning Outcomes for Your Degree
The Fogelman College has established the following learning goals for all students successfully completing the PhD degree:
• Graduates will demonstrate a detailed knowledge of their areas of specialization.
• Graduates will master the analytical/methodological skills needed to evaluate and conduct research in their areas of specialization.
• Graduates will demonstrate their ability to design and conduct original research in their chosen fields of specialization.
• Graduates will be able to teach college-level courses in their areas of specialization.
• Graduates will be able to communicate the results of their research in a clear and effective manner.

Course Methodology
This is an online course and much of the learning will be self-managed and self-paced. This has the benefit of accommodating each student’s unique schedule and learning style. Everything will be done fully online and asynchronously (meaning the class will not meet at specific times).

There is one departure from the MIS7610 online instruction and expectations. Instead of the MIS7610 project, you will complete a set of assigned readings and write a research proposal. Additional meetings will be scheduled to discuss the research related topics and readings.

Professor’s Expectations of Students:
Thus, students are expected to be self-directing and self-starters. You will be expected to complete attend MIS7610 class lectures, complete assignments, and online exams, in compliance with the MIS7610 working schedule (located on the MIS7610 eLearn website). The working schedule will be updated regularly and will include homework assignments, test due dates, and other relevant information. It is your responsibility to check the working schedule frequently and adhere to the posted assignments, discussions, due dates, etc. It is up to you to keep track of the schedule and deadlines.
In addition, you are expected to read research articles as assigned and attend face-to-face seminar meetings that will be scheduled throughout the semester.

**Grading and Evaluation Criteria**

Over the semester, you will have a variety of opportunities to earn points towards your final (overall) letter grade in this course. This section of the syllabus describes the assessed work you will be doing and how overall (final) letter grades will be computed.

**Final Course Grades |**

<table>
<thead>
<tr>
<th></th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm Exam 1</td>
<td>35</td>
</tr>
<tr>
<td>Final Exam 2</td>
<td>10</td>
</tr>
<tr>
<td>Assignments, Article reading summaries, &amp; Discussions (during scheduled meetings)</td>
<td>20</td>
</tr>
<tr>
<td>Written Research Proposal</td>
<td>35</td>
</tr>
<tr>
<td>TOTAL</td>
<td>100</td>
</tr>
</tbody>
</table>

Grading scale for the course:
A = 90 – 100%
B = 80 - 89%
C = 70 - 79%
D = 60 - 69%
F = below 60%

**Grade appeals:** It is important to recognize that grading necessarily reflects the instructor’s judgment regarding the quality of your work. As such, all grading is subjective, and different graders would undoubtedly grade work a bit differently. If you are not satisfied with your grade on an exam or homework assignment I am willing to review the situation. You may submit a brief written summary (or email) of the situation, along with a justification of why you believe a better score is warranted. Three key rules apply to a grade appeal: 1) You must submit your appeal within one week of receiving the grade, 2) When reconsidering your grade I will re-grade the entire assignment and reserve the right to change the grade higher or lower on any portion of the assignment if an appeal is requested, and 3) class time will not be spent to discuss grade appeals.

**Grade Curving:** I do not anticipate curving test, project or homework grades. However, if it looks as though the entire class performs poorly on a question or exam and I feel it is a reflection of something I have failed to communicate to the class as a whole or some failure in my teaching the subject I will curve the grades appropriately.
Course Requirements, Grading, and Evaluation Criteria

This course will consist primarily of online lectures, online exercises, discussions, assignments, exams and team projects.

- **Lectures**: Subject matter lectures will be delivered in class. A significant portion of the material is represented in the assigned textbook. However, there may be additional information included on the slides that is not covered in your text, you are responsible for all information covered in the PowerPoint presentations.

- **Exercises, discussions and assignments**: Each student should contribute to the course discussions to the extent that it is evident that the reading assignments have been done, and that a high degree of consideration has been given to them. Furthermore, students should offer high-quality (not necessarily high quantity) insights, make a positive contribution to his/her group, and class discussions, and demonstrate an appropriate level of knowledge on individual activities. These activities reinforce concepts and skill sets covered in class.

- **Exams**: There will be two exams during the semester. The exams may be any combination of multiple choice, short answer and essay. However, the majority of the exams will be in an essay format. Exams will be submitted using Microsoft Work (no .pdf files, etc).

- **Readings**: As PhD students, you will be provided a list of research articles to read over the course of the semester. In addition, a schedule reading schedule and reading summaries will be provided. You are expected to locate, read, summarize, and be prepared to discuss the articles included in the reading list in accord with the due dates provided. I will provide the MIS8610 reading list via email after the class gets started.

- **Seminar Meetings**: Additional meetings will be scheduled over the course of the semester, as needed. We will discuss the assigned research articles, summaries, ideas, and research projects/proposals during the meetings. You are expected to come prepared, have read and summarized the articles.

- **Research Proposals**: Specific details for the project, including deadlines, will be provided.

Schedule of Activities

For a complete semester schedule of lectures, readings, assignments, discussion forums, please refer to the “Working Schedule” that can be found in the online course area under “Getting Started”. In addition, you will have a schedule of research articles to read and seminar meetings to attend.

Final Exam Schedule

The final exam for this class will be scheduled according to the Registrar’s academic calendar website. In addition to the final exam, you will be required to submit a research proposal on the same day that that the final exam is due.
Course Policies

E-MAIL:

The best way to contact me is through my UofM email, sandra.richardson@memphis.edu. Please do NOT use eCourseware email to contact me.

Attendance

Attendance will be taken periodically throughout the semester and will be considered a component of your Class Participation grade. For the PhD component of the class, you will be expected to attend all scheduled seminar meetings. Meetings dates and times will be determined throughout the semester.

Adding / Dropping:

If you have questions about adding or dropping classes, please refer to this page on the Registrar’s website.

Academic Integrity:

The Fogelman College of Business and Economics and the University of Memphis have clear codes regarding cheating and classroom misconduct. You are urged to refer to the Fogelman College of Business and Economics webpage on Academic Integrity for information on academic integrity and misconduct.

In addition, you are urged to read the University of Memphis Student Handbook section on academic misconduct for a discussion of these codes. I will adhere to University policies related to cheating and class misconduct. The University of Memphis policy regarding Classroom Misconduct will be enforced. Details of the policies can be in the Student Handbook or at the Office of Judicial and Ethical Programs web site. The handbook specifies that students are not to cause disturbances in the classroom. Any behavior that is distracting for other students or for your instructor is not allowed. Examples of disturbances or distracting behavior include arriving late, leaving early, use of cellular, wireless or digital devices unless approved in advance by your instructor, brining non-enrolled guests, etc. Your participation and behavior in class will be considered in determining your final grade.

Quoted from the University of Memphis website, “Plagiarism is a serious academic offense. The University of Memphis regards plagiarism as academic dishonest. The consequences of plagiarism include; failing an assignment, receiving a lower grade, and even failing a course.”

If you have more than five (5) words lifted directly from another source then it is plagiarism. You must put those words in quotations and clearly acknowledge your source. Plagiarism will not be tolerated in this course. TurnItIn – I will be using “TurnItIn” to evaluate all assignments for plagiarism. All students caught cheating will receive a minimum of an F on the assignment or exam in question, and potentially can fail the entire class, or expulsion from the University.
Classroom or Online Behavior:

All participants in the course should be considerate of the other course participants and treat them (as well as their opinions) with respect. The class will operate under the assumption that any and all feedback offered is positive in nature and that the intentions of the person(s) providing feedback are strictly honorable. Insensitivity in this area will not be tolerated. If you have any questions about online communication, you should review the Fogelman College’s Netiquette website.

Late Assignments:

Late assignments and projects are not accepted

Syllabus Changes:

The instructor reserves the right to make changes as necessary to this syllabus. If changes are necessitated during the term of the course, the instructor will immediately notify students of such changes both by individual email communication and posting both notification and nature of change(s) on the course bulletin board.

Student Services

Please access the FCBE Student Services page for information about:

- Students with Disabilities
- Tutoring and other Academic Assistance
- Advising Services for Fogelman Students
- Technical Assistance