

COURSE OUTLINE		
TERM: Fall 2020	COURSE NO: BCPT 330	
INSTRUCTOR:	COURSE TITLE: Business Systems Process Modeling, Analysis and Design	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 3.0
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams. May be delivered online or mixed-mode.

COURSE PREREQUISITES

30 credits of 100-level or higher coursework including BCPT123 and BADM 201

CALENDAR DESCRIPTION

This course emphasizes hands-on, experiential learning. It presents a range of concepts, skills, tools, techniques and methodologies so students can become effective business systems analysts who can collaborate with information technology workers to create robust information systems for business. Students will learn the framework of the systems development life cycle (SDLC) model as it is used for the identification and development of business requirements, business processes, analysis and design, as used in the construction, deployment and ongoing maintenance of complex information systems. The course will also investigate alternatives to acquiring software used to satisfy business goals, objectives and needs.

REQUIRED TEXTS AND/OR RESOURCES

Valacich, Joseph S. George, Joey F. Hoffer, Jeffrey A. *Essentials of Systems Analysis and Design* (Sixth Edition). Pearson. (ISBN 13: 978-0-13-354623-1) or similar.

COURSE STUDENT LEARNING OUTCOMES

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

Write clear and concise business requirement documents and convert them into business process models, all within the context of methodologies presented in this course.

Use contemporary Computer Aided Software Engineering (CASE) tools that provide automated support for the business process modeling and data modeling portions of the information systems development process.

Engage effectively with various organizational stakeholders to collect information needed for system selection and planning, using a variety of techniques, to convey proposed strategies and solution characteristics.

Apply fundamental project management skills to manage information systems development projects

Understand and oversee activities undertaken during the structured Systems Development Life Cycle (SDLC) approach of an information systems development project.

COURSE CONTENT

Week	Topic
1	The Systems Development Environment & Computer-Aided Software Engineering (CASE) Tools Introduction to Agile Methodologies for Systems Analysis and Design
2	The Sources of Software -Acquiring Business Software Introduction to Managing the Information Systems Project
3	Information Systems Planning, Selection and Prioritization within the Enterprise
4	Determining & Documenting Information System Requirements
5	Structuring Systems Requirements, Intro to Unified Modeling Language (UML) Tool to document Business Requirements
6	Structuring Systems Requirements – Level 0 - Conceptual Data Modeling
7	Expanding the Conceptual Data Model – Levels 1 & 2 Data Models
8	Business User role in Use Case Development & Object-Oriented Analysis and Design (OOAD) LAB – Develop a set of business user requirements models using a UML Tool (i) Use Cases, (ii) State Diagram and (iii) Sequence Diagram
9	Business User inputs to User Interface Design - using a UML tool
10	From Logical Business Process Models to Physical Database Design- ability to read and understand the Class/Entity Relationship Diagrams.
11	The role of the Business in Information Systems Implementation, Operation and Maintenance
12	Group Projects coordination
13	Group Project presentations
14-15	Group Project Reports Submission – Final exam period

EVALUATION PROFILE

Assessment	% of Final Grade
In-Class Activities	10%
Cases, Readiness Assurance Tests	30%
Midterm Exam	30%
Group Project	30%
Total	100%

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Due dates and times for all assessments are posted to eLearn. Late assignments are normally not accepted in this course.

Missed Exams/Quizzes/Labs etc.

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Generally missed case studies and group work cannot be accommodated. Please consult with your instructor.

Attendance

Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Laptops are encouraged to be used as directed by the instructor. Laptops may not be used during exams or other evaluated work unless directed by the instructor.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-life/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>).

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.