



CIS 4524: Managing IT Integration
College of Engineering and Computer Science, University of Central Florida

COURSE SYLLABUS

| | | | |
|---------------|--|-----------------|-----------|
| Instructor: | Sarah Angell | Term: | Fall 2019 |
| Office: | HEC 230 | Class Mode: | W: Online |
| Office Hours: | Mondays and Wednesdays, 10:00 am – 12:00 pm Thursdays, 1:00 pm – 4:00 pm or by appointment | | |
| E-Mail: | sangell@cs.ucf.edu | Class Meetings: | Online |

1. Course Description

PR: CIS 3003.

Requirements, acquisition and sourcing. Integration. Project management. Testing and QA. Organizational context. Architecture

2. Required Textbook

Information Technology Project Management, Ninth Edition by Kathy Schwalbe.

3. Technology Requirements

Stable internet connection
Speakers or headphones
Webcam

4. Basis for Final Grade

| Assessment | Percentage of Final Grade |
|------------------------|---------------------------|
| Module Assignments | 24% |
| Case Study Assignments | 40% |
| Exam 1 | 12% |
| Exam 2 | 12% |
| Exam 3 | 12% |

| Score | Grade |
|--------|-------|
| 90-100 | A |
| 80-89 | B |
| 70-79 | C |
| 60-69 | D |
| 0-59 | F |

5. Topics

Topics include Project Management requirements, acquisition and sourcing, integration, project management, testing, quality assurance, and organizational communication. Application and integration of the project management body of knowledge (PMBOK) areas to managing information technology (IT) projects are also addressed. The course focuses on project management tools and techniques for defining and managing the project's goal, scope, schedule, and budget. Other topics include quality management, risk management, and knowledge management as they relate to IT projects. For each relevant knowledge area, we will explore how it affects secure information systems.

6. Outcomes

By the end of this course, students will be able to:

- Explain the various requirements modeling techniques for IT projects.

- Differentiate between building and buying in software and hardware acquisition.

- Describe the key components of an IT project plan.

- Describe the techniques used in testing an IT system.

- Work as a member of a project team investigating a current application of IT.

- Identify and manage risks to secure IT systems.

7. Attendance

Since there are no class meetings, attendance is measured by participation in online discussions and assigned activities. There will be weekly modules, so weekly participation is required.

8. ProctorHub Exams

This course uses ProctorHub and a webcam is required. Proctor Hub is a UCF test monitoring system that utilizes a webcam to monitor test-taking activity during online testing. Videos are only accessible to your instructor and are stored in a secure environment.

If you do not have a webcam, there are computers with webcams in the UCF library, or you can visit the LibTech (<http://library.ucf.edu/LibTech/>) desk at the library to check out one. LibTech can also direct you to a computer in the library with a webcam. Please note that these computers cannot be reserved ahead of time. It is your responsibility to ensure that you will have access to a computer with a webcam and know how to log into and use ProctorHub, prior to the time that the tests start. Currently, Proctor Hub is not yet compatible with Apple iOS (iPhone, iPod Touch, iPad) or Android smartphones.

For more information, visit <https://proctorhub.cdl.ucf.edu/proctorhub> or http://online.ucf.edu/support/webcourses/proctorhub/student_fags.

9. Contact

I prefer that you contact me by sending a message through the Webcourses@UCF message system. If you choose to use knights email instead, you must include **CIS 4524 and your last name** in the subject line. Please send these messages to my department email: sangell@cs.ucf.edu.

Please allow 2 business days for a response.

10. Unexpected Closures

In the event that campus is closed unexpectedly (e.g.: hurricanes and tropical storms) no deadlines will be enforced during the closure. The course schedule and relevant deadlines will be re-evaluated when campus reopens.

11. Group Work Policy

Everyone must take part in the group case study assignments. Teams will be randomly assigned and grades will be based on both the team score and each individuals' evaluations. Any student who refuses to complete the evaluation form for all other group members will automatically receive a zero grade as their individual score.

12. Late Work Policy

All assignments and case studies must be submitted by or before the scheduled due dates. No makeups are available without the explicit consent of the instructor, which will only be granted in the case of a **documented** emergency.

13. Incomplete Grades

The current university policy concerning incomplete grades will be followed in this course. Incomplete grades are given only in situations where unexpected emergencies prevent a student from completing the course and the remaining work can be completed the next semester. Your instructor is the final authority on whether you qualify for an incomplete. Incomplete work must be finished by the end of the subsequent semester or the "I" will automatically be recorded as an "F" on your transcript.

14. Copyright

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

15. Academic Honesty

Plagiarism and Cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. See the [UCF Golden Rule](#) for further information. I will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

16. Disability statement

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need

accommodations must be registered with Student Accessibility Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

17. Deployed Active Duty Military Students:

If you are a deployed active duty military student and feel that you may need a special accommodation due to that unique status, please contact your instructor to discuss your circumstances.

18. Campus Safety Statement:

Emergencies on campus are rare, but everyone should be aware of their surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Please make a note of the guide's physical location and consider reviewing the online version at http://emergency.ucf.edu/emergency_guide.html.
- Familiarize yourself with evacuation routes from each of your classrooms and have a plan for finding safety in case of an emergency.
- To stay informed about emergency situations, sign up to receive UCF text alerts by going to my.ucf.edu and logging in. Click on "Student Self Service" located on the left side of the screen in the tool bar, scroll down to the blue "Personal Information" heading on your Student Center screen, click on "UCF Alert", fill out the information, including your e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."
- If you have a special need related to emergency situations, please speak with me during office hours.
- Consider viewing this video (<https://youtu.be/NIKYajEx4pk>) about how to manage an active shooter situation on campus or elsewhere.