



**EFFECTIVE: SEPTEMBER 2004**  
**CURRICULUM GUIDELINES**

A. Division: **Instruction** Effective Date: **September 2004**

B. Department / Program Area: **Commerce & Business Admin. Computer Information Systems** Revision  New Course

If Revision, Section(s) Revised: **C,M,N,H,L**

Date of Previous Revision: **May 2001**

Date of Current Revision: **2004-05**

C: **CISY 3495** D: **Applied Research Project** E: **3**

Subject & Course No.	Descriptive Title	Semester Credits
<b>F:</b> Calendar Description: <b>Calendar Description: This course enables students in the Computer Information Systems Program to acquire practical experience in defining, designing, developing and implementing a special computer systems project. Each student in consultation with a faculty advisor will select an appropriate computer project. Project topics may vary from in-depth research to systems analysis and design proposals.</b>		
<b>G:</b> Allocation of Contact Hours to Type of Instruction / Learning Settings  Primary Methods of Instructional Delivery and/or Learning Settings:  <b>Lectures and Seminars</b>  Number of Contact Hours: (per week / semester for each descriptor)  <b>Seminar: 1 Hr.</b> <b>Field Experience: 4 Hrs</b> <b>Total: 5 Hrs.</b>  Number of Weeks per Semester:  <b>15 Weeks X 5Hours per Week = 75 Hours</b>	<b>H:</b> Course Prerequisites:  <b>CMNS 1115 and CISY 2300 and (CISY 2365 or CISY 2375 or CISY 2470 or CISY 2510 or approval of instructor)</b>	
	<b>I:</b> Course Corequisites:  <b>nil</b>	
	<b>J:</b> Course for which this Course is a Prerequisite  <b>nil</b>	
	<b>K:</b> Maximum Class Size:  <b>24</b>	
<b>L:</b> PLEASE INDICATE: <input type="checkbox"/> Non-Credit <input type="checkbox"/> College Credit Non-Transfer <input checked="" type="checkbox"/> College Credit Transfer: SEE BC TRANSFER GUIDE FOR TRANSFER DETAILS ( <a href="http://www.bccat.bc.ca">www.bccat.bc.ca</a> )		

**M:** Course Objectives / Learning Outcomes

At the end of the course, the successful student should be able to

1. Prepare a project proposal;
2. Formulate and negotiate an agreement to set up the terms and conditions of the project;
3. Identify a set of objectives/tasks that can be accomplished within the time allotment;
4. Apply the life-cycle of systems analysis and design to a computer system project;
5. Gather pertinent information and data through interviews, questionnaires, surveys and observations of a computer information activities;
6. Use project management software to manage the project;
7. Organize a project meeting, prepare an agenda, and issue timely minutes;
8. Work cooperatively with others to attain project objectives;
9. Use communications skills and interpersonal skills to resolve personal conflicts within the group;
10. Use problem solving skills to tackle problems encountered during the project period;
11. Present orally and submit written status reports to clients and faculty supervisor in a formal environment;
12. Prepare technical documentation (such as data dictionary, a user manual) and a final project report on the work performed.

**N:** Course Content:

## 1. Content Common to all Projects:

The content details will depend upon the particular subject of each project. However, there will be several common topics.

- a. the proposal of a project;
- b. the format of a contract;
- c. the techniques of gathering data/information;
- d. organizing and running meetings;
- e. information sources, such as libraries and resource centres;
- f. the preparation of a report;
- g. the management of weekly status report of a project.

## 2. Criteria for Selections of Project Topics:

- a. A project's subject must be related to computer systems and be viewed by faculty as providing valuable information.
- b. A project's scope must be such that its objectives can be attained in one semester.
- c. The client preferably should be an organization outside the educational institution; should be an entity not related to the student.
- d. Since confidential information must be protected for some companies, preference will be given to projects for which the results may be published and made available to the public.
- e. The content and results of a project must be original, as plagiarism is unacceptable and viewed as a serious offence.
- f. Although projects are essentially for individuals, partnership agreements may be made with the approval of the faculty supervisor.

## 3. Examples of Topics and Subjects for Projects include:

- a. Information system practices
- b. Management practices
- c. Accounting application
- d. Feasibility studies/analyses
- e. Hardware/software evaluations
- f. Fourth generation software
- g. Multimedia/Graphical designs
- h. Web applications related to database
- i. Database applications
- j. Case studies
- k. Visual/Object-oriented programming-related applications
- l. Management contact systems

<ul style="list-style-type: none"> <li>m. Data communications systems (such as LAN, WAN)</li> <li>n. E-Commerce portals</li> <li>o. CRM-Customer relationship management software system</li> <li>p. CMS-Content management software system</li> </ul>																						
<p><b>O:</b> Methods of Instruction</p> <p>Practicum, lectures, symposia, seminars and tutorials may be used in this course. Most of the instruction will be on a one-to-one basis between student and faculty advisor to guide the student through a self-managed work plan. In the case of work-experience projects, much of the learning process will take place on site with employers and co-workers guiding the student’s experience. Weekly communication with faculty advisor will be compulsory.</p>																						
<p><b>P:</b> Textbooks and Materials to be Purchased by Students</p> <p>Because of the possible variety of project topics, no general reference material can be prescribed. Specific material will be indicated to each student by the faculty advisor as required.</p>																						
<p><b>Q:</b> Means of Assessment</p> <p>Even though the topics and subjects of students’ submissions will vary, there are activities fundamental and common to all that can be evaluated in reviewing weekly, interim and final reports as follows:</p> <table border="0"> <tr> <td colspan="2">Negotiation:</td> </tr> <tr> <td>review of contract and the written project</td> <td style="text-align: right;">15%</td> </tr> <tr> <td colspan="2">Implementation:</td> </tr> <tr> <td>Review of student’s progress reports (including a time line)</td> <td style="text-align: right;">15%</td> </tr> <tr> <td colspan="2">Communication:</td> </tr> <tr> <td>Observation of oral presentations</td> <td style="text-align: right;">20%</td> </tr> <tr> <td colspan="2">Final Written Report:</td> </tr> <tr> <td>i. review of student’s ability to do technical documentation</td> <td style="text-align: right;">15%</td> </tr> <tr> <td>ii. evaluation of student’s ability to convey his/her results in a clear, concise, logical manner</td> <td style="text-align: right;">15%</td> </tr> <tr> <td>iii. evaluation of student’s achievement of goals</td> <td style="text-align: right;"><u>20%</u></td> </tr> <tr> <td></td> <td style="text-align: right;">100%</td> </tr> </table>	Negotiation:		review of contract and the written project	15%	Implementation:		Review of student’s progress reports (including a time line)	15%	Communication:		Observation of oral presentations	20%	Final Written Report:		i. review of student’s ability to do technical documentation	15%	ii. evaluation of student’s ability to convey his/her results in a clear, concise, logical manner	15%	iii. evaluation of student’s achievement of goals	<u>20%</u>		100%
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<p><b>R:</b> Prior Learning Assessment and Recognition: specify whether course is open for PLAR</p> <p>No.</p>																						

Course Designer(s): John Blackwell

Education Council / Curriculum Committee Representative

Dean / Director: **Rosilyn G. Coulson**

Registrar: **Trish Angus**