INSY 466 / 561:
Software Engineering Group Project

Computer Science & Information Systems Department
Andrews University School of Business
Berrien Springs, Michigan 49104

Winter 1997

Instructor: Mr. Daniel E. Turk

Office:
This course is being taught remotely this quarter with several intensive weekend visits, so no regular faculty office is available for meeting with the instructor; however, CSH 215 is the suite for the CSIS department where questions, contact information, and general assistance may be obtained.

Office Hours: by e-mail, phone, and arrangement on weekend visits

Phone Numbers:
AU CSIS Office: (616) 471-3516
AU SBA FAX: (616) 471-6158
Atlanta: (770) 984-2359
before 9:00 p.m., and not on Friday evenings or Saturdays
Atlanta FAX: (404) 651-3840

Internet: turk@andrews.edu
WWW: http://www.andrews.edu/~ turk

Class:
CSH 208
12-2pm, Fri, Jan 10, 9-10am, Sun, Jan 12 — 1st weekend visit
as arranged, Fri/Sun Jan 24/26, Feb 21/23 — 2nd & 3rd weekend visits
as arranged, Mon, Mar 10 — Class Project Presentation
as arranged — Academy Project Presentation

This Syllabus Provides a General Plan for the Course;
Deviations May Be Necessary.

Course Description and Prerequisites:

"The implementation of a group project and the study of topics related to the group project including CASE tools, 4GL's, graphical user interfaces, etc. Significant emphasis is placed upon the written documents and oral presentations associated with the group project. Generally, the project which was begun in INSY 561 carries through to INSY 562. Comparatively less time is spent in class lecture, allowing this time to be devoted to the group project. Class lectures are devoted to project coordination, group presentations, and the discussion of selected topics. Prerequisite: INSY 460."

— 1996-97 Andrews University School of Business Bulletin
(composite INSY 466/561 descriptions)

Textbooks and Other Required Reading:

None specifically required for this course.

Grade Breakdown & Weights:

Breakdown

95	A
90	A-
87	B+
83	B
80	B-
77	C+
73	C
70	C-
60	D

NOTE: This breakdown indicates lower limits of the letter grade you will receive if you earn at least the score given in the chart.

Teacher-Student Communications (Internet E-Mail and the WWW):

The best way to contact me is via Internet e-mail. Send e-mail to the address listed on the first page of this syllabus and I will probably respond within 24 hours of receiving your note. (Mostly likely within just a few hours — I check mail several times a day almost every day of the week!) I assume that you have an Internet e-mail address and will be using it regularly throughout this class. (If you do not have an account, apply for one right away!) I will expect to be able to send e-mail to each of you and to get prompt replies.

If there is an emergency which necessitates your speaking with me more quickly than what sending e-mail might allow, call one of the phone numbers listed on the first page of the syllabus.

I will use e-mail and the WWW to post notices, schedule changes, etc. Numerous handouts, course objectives, and assignments are distributed in electronic form (non-paper) through e-mail and Web pages which I continually update throughout the quarter. You will want to visit them frequently.

Participation:

Class participation is expected. Your grade in this course is directly related to your participation as well as how well the group does as a whole

Tests:

There will be no tests.

Project:

This course is centered on conducting a group software engineering project. Details will be provided on the first day of class.

Bi-Weekly Project Reports

Given the remote / distributed / intensive nature of the way this class will be taught, regular communication via e-mail will be of utmost importance. Thus you will be expected to provide formal bi-weekly e-mail / WWW status reports, and are encouraged to interact informally on a daily basis between these times. Details will be discussed further in class, via e-mail, and through the WWW.

Project Presentation

You will be required to present the results of the current status of your project at the end of the quarter. This presentation will involve two parts: one (less technical) part for the client, and one (more technical) part for the class and the instructor. These presentations will be expected to be professional in nature and to use a variety of media and mechanisms. Examples of such mechanisms might include using Microsoft PowerPoint for the presentation, live video, data flow diagrams, object diagrams, etc. Evaluation of these presentations, along with the documents generated throughout the course, will be the primary means used for assigning grades for the course. Required documents will be discussed during the quarter, but it is also assumed that you will draw on knowledge from INSY 460 in this regard as well.

Time Log

One of the various documents you will be required to turn in is a log of the time you spend on this course. Each student will turn in a log, with the time categorized in appropriate areas (e.g. group meetings, class lectures, e-mail, design, interviews with Academy personnel, etc.). Your log should provide both the detailed information as well as summary amounts showing the totals for each category.

Level of Quality Expected

All work turned in for a grade should be done to the same level of quality as would be expected in a professional/work environment. This means that all submissions should be neatly typed, use proper grammar and punctuation, have correct spelling, follow standard writing style guidelines, give credit when material is quoted, used, and/or referenced, etc. (See more detailed explanations below under *Individual Work* and *Professional Standards of Scholarship.*)

Individual Work:

Given that most of the work for this course will be performed and submitted as a group, this should not be a significant issue. However, for work requested individually, you should turn in only work that you yourself have done. If you draw on previous work done by others, be sure to give appropriate credit when this is the case[1].

Professional Standards of Scholarship:

Professional standards of scholarship require that any time an individual relies on another's work, proper credit must be given. This means that any time one directly uses textual material that it must be placed within quotes and referenced properly; other non-textual material must be shown with proper credit given citing the original source of the work. When material is not used in exact form (paraphrased, major ideas relied on or referred to, etc.) it should still be given credit as well, although it is not put within quotes. *Always give credit to ideas or materials that are not yours[2]*. If in doubt, give credit.

Violations of these standards are *highly* disapproved of, and appropriate academic action will be taken depending on the situation. Be professional, give credit where it is due, turn in work that is your own, and you will be fine.

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[1] For details see section entitled *Professional Standards of Scholarship*.

[2] This includes software source code as well. Always give credit when you rely on someone else's ideas, examples, algorithms, source code, etc.

IF YOU ARE UNCERTAIN ABOUT HOW TO DEAL WITH THESE ISSUES,
PLEASE TALK WITH ME. I AM HERE TO HELP YOU LEARN AND TO HELP
YOU WHEN YOU ARE UNCERTAIN ABOUT WHAT TO DO. DO NOT
HESITATE TO ASK QUESTIONS!

Besides expecting professional standards of scholarship, generally accepted U.S.
standards for written work will applied to documents turned in for this course. This
means that grammar, punctuation, spelling, and citation of references should follow
standard guidelines. APA (American Psychological Association) or another common
standard is acceptable for work submitted for this course. Be consistent; be neat; be
professional.

You are receiving a degree from an American university, which you and the University
want to be well-respected. Thus you will be held to relevant American academic
standards.