

BCIS 4610 - Analysis of Business Information Systems Fall 2025

Dr. Chang E. Koh
Office: BLB 319A
Phone: (940) 565-3625
E-mail: Chang.Koh@unt.edu

Office Hours: 2:00 – 5:00 pm, Wednesday
and by appointment
Zoom ID: 374-801-7379

COURSE DESCRIPTION

The course offers an integrated perspective of the problems in today's Information Systems (IS) environment, with a concentration on contemporary design methodologies and considerations unique to users of computers and IS. Topics include current systems analysis, modular design, development and implementation, documentation, project planning and task definition, and other systems analysis topics. The course emphasizes structured approach to the analysis and design of information systems.

COURSE OBJECTIVES

Upon successful completion of this course, you are expected to:

- Become familiar with the foundations of organizational business processes and how they are supported by information systems;
- Become familiar with the existing approaches to systems analysis and design;
- Learn how to use a variety of tools and techniques for analyzing business problems and designing information systems;
- Gain hands-on experience in designing an information system;
- Gain exposure to modeling tools;
- Learn how to successfully plan and manage an IS project;
- Learn how to effectively communicate with potential IS users and other stakeholders.

PREREQUISITES

- BCIS 3610 or equivalent; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT); a grade of C or better in each previously taken BCIS course, or consent of department.

TEXTBOOKS AND OTHER MATERIALS

- Valacich, Joseph S. and George, Joey F. *Modern Systems Analysis and Design*, 9th ed., Prentice Hall, 2020 (ISBN 978-0-13-517275-9) (Required)
- Additional, optional books may be announced in class as needed.

ONLINE TOOLS

- **Canvas**
The course uses Canvas for communication between the instructor and students and among students. Exams are administered using Respondus Lock Down browser with a webcam.

GRADING

Point Distribution

Component	Points
2 exams (250 each)	500
Individual assignments	100
Class quizzes, attendance, and participation	200
Team project	200
Total	1,000

Grading Scale

Percent	Grade
90.0 – 100 %	A
80.0 – 89.9 %	B
70.0 – 79.9 %	C
60.0 – 69.9 %	D
Less than 60 %	F

INDIVIDUAL ASSIGNMENTS

Up to five assignments will be given throughout the semester on topics covered in class. Most of the assignments will require the use of software such as Oracle, Microsoft Access and Microsoft Project. Details on the assignments will be provided in class.

Unless otherwise instructed, all assignments are due by the end of the due date. No assignments will be accepted after the due date.

TEAM PROJECT

Each student will participate in a systems analysis and design project as a team member. The objective of the project is to give students hands-on experience of analyzing and designing a computer-based IS application following a structured systems development methodology and using a CASE tool such as Oracle Designer.

Team:

Each team will consist of up to five members. It is the responsibility of individual students to find colleagues to work with as a team. Once a team is formed, each member has an obligation to stay and function as a productive team member until the project is completed. Any disputes, conflicts, and problems within a team must first be resolved among the members.

Each team will elect a team leader who will be responsible for coordinating various project tasks and communicating with the instructor. You may also elect or assign different titles to team members, reflecting different duties and specializations. The performance of a team will always be graded as a single unit. However, individual members will receive an adjusted grade at the end of the semester, which reflects the level of contribution as assessed by peers.

Case:

Each team will select a case to be analyzed for its problem, propose a solution, and develop an application following the SDLC approach.

Milestone Reports (50 points):

At the end of each important phases of the project, each team will prepare and submit a report that documents all relevant information as specified in the project case.

Milestone	Title	Chapters	Due	Points
1	Systems proposal	1 – 5	Sep 26	25
2	Systems (requirement) analysis	6 – 8	Oct 31	25
3	Systems design	9 – 12	Incorporated into the final report	
4	Systems implementation and maintenance	13 – 14		

Presentation and Demonstration (25 points):

At the conclusion of the project, each team will make a presentation to demonstrate the system and discuss any relevant issues. The objective of these presentations is to deliver the finished system that meets the needs of the user.

Final Report (100 points):

Final report collects and organizes all documents prepared and used throughout all phases of the project.

The following is a list of minimum requirements for the report:

- Table of contents
- Executive summary
- Page number on each page (except the cover page)
- All reports and documents collected or produced during the project
- All support diagrams and printout

Peer Evaluation (25 points)

All members of the team will receive the same grade for the presentation and the report. At the end of the project (after the report has been submitted), the team members will anonymously evaluate each other on their levels of contribution to the project. The result of this evaluation will determine the points each member will receive for the peer evaluation part of the project grade.

In your evaluation, consider the following (but not limited to):

- Did the member complete assigned tasks in a timely manner?
- Did the member complete the tasks correctly and in a professional manner?
- Did the member attend all meetings?
- Did the member actively participate and make a valuable contribution during the meetings?
- Did the member encourage others to do well as a team?

Provide your evaluation in Canvas – Peer Evaluation (Team Project) in the Assignments section.

Report Requirements (All Reports)

- All report assignments are due by the end of the due date unless otherwise instructed. No assignment will be accepted after the due date.
- All reports prepared in Word should include a cover page with the following information:
 - Team name
 - Names of team members
 - Title (e.g., Milestone 3 Modeling the System's Data)

- Class and section (i.e., BCIS 4610-001)
 - Due date
- All pages except the cover sheet must be numbered.

CLASS QUIZZES, ATTENDANCE AND PARTICIPATION

Regular and punctual attendance for the full class period is expected. Attendance will be recorded. You must attend the entire class to avoid being recorded absent. Any student whose absences exceed the equivalent of two weeks of the class without proper notice may be dropped by the instructor with a WF for nonattendance.

You are expected to come to class prepared. That means you will need to read the assigned chapters and other materials before coming to class and be fully prepared to actively engage in discuss with the class. A quiz will be given in each class in order to assess your preparedness.

ACADEMIC INTEGRITY STANDARDS AND CONSEQUENCES

According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

Consult the University of North Texas *Student Handbook* (www.unt.edu/student/code.htm) for guidelines and policies regarding student academic conduct.

Scholastic integrity *must* be exhibited in your academic work, conduct, and methods. Course work for which you receive an individual grade *must* be your original, individual effort. If any evidence of copying, cheating, or any other form of academic dishonesty on all or part of any of your graded course work, you (and any others involved) will be given a zero for that work. A second incident will result in a grade of F in this course and a recommendation for further action by the Dean of Students.

STUDENTS WITH DISABILITIES

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu.

EMERGENCY NOTIFICATION AND PROCEDURES

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

CLASS SCHEDULE
BCIS 4610 – Fall 2025
(Refer to Canvas for details and latest updates)

Week	Date	Topic	Note
1	8/20	<ul style="list-style-type: none"> Course Overview Microsoft Project 	
2	8/27	<ul style="list-style-type: none"> Chapter 1 – Systems Development Environment 	<ul style="list-style-type: none"> Project team formation
3	9/3	<ul style="list-style-type: none"> Chapter 3 – Managing IS Project Chapter 3A – Objected-Oriented Systems Development 	<ul style="list-style-type: none"> Assignment 1 due Friday, Sep 5
4	9/10	<ul style="list-style-type: none"> Chapter 5 – Initiating and Planning Systems Development Projects 	
5	9/17	<ul style="list-style-type: none"> Team Project 	
6	9/24	<ul style="list-style-type: none"> Chapter 7 – Structuring Systems Process Requirements 	<ul style="list-style-type: none"> Milestone 1 due Friday, Sep 26
7	10/1	<ul style="list-style-type: none"> Chapter 6 – Determining Systems Requirements 	<ul style="list-style-type: none"> Assignment 2 due Friday, Oct 3
8	10/8	Midterm Exam - Requires Respondus with webcam (Chapters 1, 3, and 5-7)	
9	10/15	<ul style="list-style-type: none"> Chapter 8 – Structuring Systems Data Requirements 	
10	10/22	<ul style="list-style-type: none"> Chapter 9 – Designing Databases Microsoft Access 	<ul style="list-style-type: none"> Assignment 3 due Friday, Oct 24
11	10/29	<ul style="list-style-type: none"> Chapter 10 – Designing Forms and Reports 	<ul style="list-style-type: none"> Milestone 2 due Friday, Oct 31
12	11/5	<ul style="list-style-type: none"> Chapter 11 – Designing Interfaces and Dialogues 	<ul style="list-style-type: none"> Assignment 4 due Friday, Nov 7
13	11/12	<ul style="list-style-type: none"> Chapter 13 – System Implementation 	
14	11/19	<ul style="list-style-type: none"> Chapter 14 – Maintaining Information Systems 	
15	11/26	Thanksgiving Break	
16	12/3	Team Project Presentations	<ul style="list-style-type: none"> Team project presentation due Monday, Dec 1 Team project report due Friday, Dec 5
17	12/10	Final (Chapters 8-11 and 13-14)	