Course Syllabus – IS550 Enterprise Data Management

Instructor: Merri Beckfield **mbeckfie@depaul.edu**   cell: 262-492-8938
Office Hours**:**   Tuesday 5:30-7:00 PM CT (via Phone or Zoom)
Other times via appointment
Class Sessions: Online – Async
(Each week begins on Monday and ends the following Sunday)

This course focuses on the technical concepts and managerial knowledge needed to define, integrate and govern centralized and distributed data for a wide range of application systems used at large, multinational corporations. Topics include data repository, data life cycle, DAMA-DMBOK, data stewardship, data asset valuation, enterprise data architecture, data modeling with meta-data, data security standards, master data, and data quality management.

PREREQUISITE(S): See course catalog for current prerequisites.
http://www.cdm.depaul.edu/academics/pages/courseinfo.aspx?Subject=IS&CatalogNbr=550

Required Text

DAMA-DMBOK: Data Management Body of Knowledge: 2nd Edition
Available at: https://dama.org/content/body-knowledge
(It will take you to https://technicspub.com/dmbok/ for purchase)

(Also available via Amazon.com)

Grading

Category	Points Possible
Individual Assignments	50
Quizzes	50
Discussion Participation	30
Term Project	50
D2L Required items	20
Total Possible Points	200

Grade Assignment Scale

–	A	93.0% +	C+	77.0%
–	A-	90.0%	C	73.0%
–	B+	87.0%	C-	70.0%
–	B	83.0%	D	60.0%
–	B-	80.0%	F	less than 60%

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Individual Assignments and the Team Project

Homework consists of assigned readings from DAMA as well as supplemental materials. Two individual assignments and one team project will be required throughout the course. Details of each assignment and the project will be posted on D2L. All assignments and project deliverables are due on the due date associated with the submission folder. No credit can be earned when an item has been graded and returned to other students, when the solution has already been discussed in class, or when an item has been turned in after the last class session.

There is one team/group project in the course. This is designed to provide you with hands-on experience with some of the major topics of the course. The project will be completed in groups of 3-5 students. The group assignments will be provided by the end of the second week of class.

Late assignment or project submissions will be penalized unless prior arrangements have been made with the instructor. You will lose 25% of the possible credit if less than 1 week late, 50% of the credit if 1-2 weeks late, and 100% of the credit if more than 2 weeks late.

Quizzes

Quizzes will be conducted on D2L. While the quizzes will be on D2L and can be completed remotely, they will be timed and must be completed within the allotted time. Quizzes must be completed by the due date. **Missed quizzes will not be allowed to be taken after the due date, unless prior arrangements have been made with the instructor.** More information will be posted on D2L prior to each quiz.

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D2L Required Items – Online Videos, Lectures, and other Required Items

Points are earned for completing items marked as "required" in D2L. As an online course, it is important to keep up with the pace of the course by completing required items in a timely manner. Key material to review placed each week in D2L. These items will be flagged as "Required –Automatic". When you review one of these items (reading, videos, etc.) D2L will automatically track your progress. (Note: D2L also records time spent as well. If time spent is unrealistically low, points will not be earned).

Grading: At the completion of week 5, your grade for this type of participation for weeks 1-5 will be recorded (10 points possible). Similarly, at the end of week 10, your grade for this type of participation in weeks 6-10 will be recorded (10 points possible).   Grades are earned as follows for this:

- To earn full points, you must complete >90% of required items.
- To earn 8 points, you must complete 80-89% of items.
- To earn 6 points, you must complete 70-79% of the items.
- To earn 4 points, you must complete 60-69% of the items.
- No (0) points will be earned for completing less than 60% of items.

Participation: Discussion Boards

In addition to online lectures and supporting Power Point Presentations, participation in online discussions is required as part of class attendance for this course. These will be posted to D2L each week and will be **due by the end of day the following Monday.** For example, a discussion topic that opens on January 8th will close at 11:30 PM on January 15th. Discussion questions will be locked after the due date and no more posts will be accepted. To be clear, no credit will be given for posts submitted late. **Please pay attention to the discussion due dates.**

Posts and replies need to show depth of thought to get credit. One-word responses or short phrase responses will not earn credit. In general, to receive credit, posts will need to be a paragraph or more as a general guideline. In addition, just cutting and pasting content from other sources will not earn credit. The point is to share your thinking on a topic with the rest of the class. In general, participation in a specific discussion question can earn up to 6 points. **To earn the maximum, you must share a post <u>and</u> comment on someone else's post.**

Here is further detail on criteria used for grading posts and comments.

- Shares valuable insights, asks good questions, makes constructive observations, and shows depth of thought. Thoughts are effectively communicated. Shares own post **<u>and</u>** comments on one or more posts by peers. (5-6 points)
- Questions, answers, or observations are superficial, short, and/or lacking in depth of thought and effectiveness. (3-4 points)
- Questions, answers, and comments reflect little to no prep. (1-2 points)
- Did not participate in a given weekly discussion board. (0 points).

Important notes: There will be **<u>no</u>** opportunity for extra credit in this course. Therefore, it is very important to pay attention to the due dates and submit your work on time.

Course Schedule

Week	Week Start	Topics / Notes	Readings	Activities
1	1/8	Course Overview; Data Management	DAMA 2.0: Chapter 1	Introductions
2	1/15	Data Ethics; Data Governance	DAMA 2.0: Chapters 2 and 3	Discussion 1 Quiz 1
3	1/22	Data Architecture; Data Modeling	DAMA 2.0: Chapters 4 and 5	Discussion 2 Quiz 2
4	1/29	Data Storage and Operations; Data Security	DAMA 2.0: Chapters 6 and 7	Assignment 1
5	2/5	Document and Content Data; Reference and Master Data	DAMA 2.0: Chapter 9 and 10	Discussion 3 Quiz 3
6	2/12	Data Integration; Business Intelligence	DAMA 2.0: Chapters 8 and 11	Project Part 1
7	2/19	Current Trends and Tools	Assigned Articles on D2L	Quiz 4 Discussion 4
8	2/26	Meta Data Management; Data Quality	DAMA 2.0: Chapters 12 and 13	Assignment 2
9	3/4	Big Data & Data Science; Data Maturity	DAMA 2.0: Chapters 14 and 15	Quiz 5
10	3/11	Organizational Topics; Careers	DAMA 2.0: Chapters 16 and 17	Discussion 5
11	3/18	Group Project: Final Deliverable Due		

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Policies

Changes to Syllabus
This syllabus is subject to change as necessary during the quarter. If a change occurs, it will be thoroughly addressed during class, posted under Announcements in D2L and sent via email.

Online Course Evaluations
Instructor and course evaluations provide valuable feedback that can improve teaching and learning. The greater the level of participation in the survey, the more useful the results will be. As students, you are in the unique position to view the instructor over time. Your comments about what works and what doesn't can help faculty build on the elements of the course that are strong and improve those that are weak. Isolated comments from students and instructors' peers may also be helpful, but evaluation results based on high response rates may be statistically reliable (believable). As you experience this course and material, think about how your learning is impacted. Your honest opinions about your experience in and commitment to the course and your learning may help improve some components of the course for the next group of students. Positive comments also show the department chairs and college deans the commitment of instructors to the university and teaching evaluation results are one component used in annual performance reviews (including salary raises and promotion/tenure). The evaluation of the instructor and course provides you and opportunity to make your voice heard on an important issue – the quality of teaching at DePaul. Don't miss this opportunity to provide feedback.

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Academic Integrity and Plagiarism

This course will be subject to the university's academic integrity policy. More information can be found at http://academicintegrity.depaul.edu/.

The university and school policy on plagiarism can be summarized as follows: Students in the course should be aware of the strong sanctions that can be imposed against someone guilty of plagiarism. If proven, a charge of plagiarism could result in an automatic F in the course and possible expulsion. It is critical for all quotes, facts, images and so forth that are used in support of student work be appropriately cited. Formal footnotes are expected and required.

The strongest of sanctions will be imposed on anyone who submits as his/her own work any assignment which has been prepared by someone else. There will be no credit given for any assignment or discussion post submitted that was primarily prepared by another student. This applies to any students who submits work that is essentially a duplicate of other students work.

If you have any questions or doubts about what plagiarism entails or how to properly acknowledge source materials be sure to consult the instructor.

Use of Generative AI

The use of generative AI tools is **permitted** in this course for the following activities:

- Brainstorming ideas
- Fine tuning your research questions
- Exploring what you need to learn about your topics
- Drafting outlines
- Checking grammar

If you use generative AI in any of the above ways, please describe the tools you used, and how you used them, in a paragraph at the end of your discussion post or essay. Please include the prompts you provided to the generative AI tools.

The use of generative AI tools **is prohibited** in this course for the following assignments and activities:

- Composing discussion board posts and responses
- Writing self-reflections
- Writing paragraphs used to complete any assignments (including case studies and the term project).

If you are unsure about whether or not a specific tool or use of AI is permitted, please contact me. **Using generative AI in a way that is not permitted is considered a violation of DePaul's Academic Integrity Policy.**

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Withdrawal

Students who withdraw from the course do so by using the Campus Connection system http://campusconnect.depaul.edu. Withdrawals processed via this system are effective the day on which they are made. Simply ceasing to attend, or notifying the instructor, or nonpayment of tuition, does not constitute an official withdrawal from class and will result in academic and financial penalty.

Last Day to Drop with no penalty: January 19, 2024
Last Day to Withdraw: February 23, 2024

Retroactive Withdrawal

This policy exists to assist students for whom extenuating circumstances prevented them from meeting the withdrawal deadline. During their college career students may be allowed one medical/personal administrative withdrawal and one college office administrative withdrawal, each for one or more courses in a single term. Repeated requests will not be considered. Submitting an appeal for retroactive withdrawal does not guarantee approval.

College office appeals (for CDM students only) are rare. If a student believes he/she has an extenuating circumstance that warrants consideration of an exception, such an appeal must be submitted online via MyCDM.

Incomplete Grades

A grade of "incomplete" is a special, temporary grade that may be assigned by an instructor when unforeseeable circumstances prevent a student from completing course requirements by the end of the term and when otherwise the student had a record of satisfactory progress in the course. CDM policy requires the student to initiate the request for incomplete grade before the end of the term in which the course is taken. Prior to submitting the incomplete request, the student must discuss the circumstances with the instructor. Students may initiate the incomplete request process in MyCDM.

- All incomplete requests must be approved by the instructor of the course and a CDM Associate Dean. Only exceptions cases will receive such approval.

- If approved, students are required to complete all remaining course requirement independently in consultation with the instructor by the deadline indicated on the incomplete request form.

- By default, an incomplete grade will automatically change to a grade of F after two quarters have elapsed (excluding summer) unless another grade is recorded by the instructor.

- An incomplete grade does NOT grant the student permission to attend the same course in a future quarter.

Students with Disabilities

Students who feel they may need an accommodation based on the impact of a disability should contact the instructor privately to discuss their specific needs. All discussions will remain confidential.
To ensure that you receive the most appropriate accommodation based on your needs, contact the instructor as early as possible in the quarter (preferably within the first week of class), and make sure that you have contacted the Center for Students with Disabilities (CSD) at:

Lewis Center 1420, 25 East Jackson Blvd.
Phone number: (312)362-8002
Fax: (312)362-6544 TTY: (773)325.7296