

IT 280 Course Syllabus

Spring Quarter 2019

**Instructor** Michael H. Chase

Office: 14 East Jackson, Suite 903

Mobile Phone: 847-878-6225

Office Hours: Posted on BlueStar – drop in

Virtual Office Hours: Posted on BlueStar

Additional help is available by appointment.

Email: [mchase2@cdm.depaul.edu](mailto:mchase2@cdm.depaul.edu)

Class Hours: Tuesday & Thursday 11:50 pm – 1:20 pm

Course Location: Lewis, Room 1216, Loop Campus

## A. Course Description

Developing a software solution requires more than just knowing how to program. Software development includes analysis, design, documentation, maintenance, testing, debugging, and deployment. These parts of the development process are integrated by following a methodology.

Additionally, software development is a highly collaborative activity, where soft skills like effective communication, teamwork, and the ability to give and receive feedback, are keys to a successful software project.

This class will cover the fundamentals of team development and the agile methodology for software project in lectures and hands-on labs. Students will work in teams on project and team building simulations during the quarter.

## B. Organization

This is lecture course with weekly readings and workshop and project assignments done in and outside of class. Workshops and projects consist of developing project specifications. Students will work individually or in small teams to master agile methodology, and team management.

There is no textbook to purchase. A PDF version of our textbook is available on D2L.

Readings will be a collection of PDFs, website content, and DePaul online resource material.

Reading assignment details will be made available during class.

## C. Learning Outcomes:

1. Students will be able to:

- Define the core concepts of agile methodology
- Explain how to use best practices to develop agile artifacts and run agile ceremonies
- Explain best practices for identifying and resolving team communication and collaboration issues.

- Explain the roles in an agile projects
- Demonstrate proficiency creating and improving agile artifact content.
- Demonstrate proficiency in discussing the agile team development process.
- Demonstrate proficiency in determining the best-fit development processes.

## **D. Technical Objectives:**

1. Manage an simulated agile project using Rally CA

## **E. Conceptual Objectives:**

1. Understand the agile methodology and its range of uses
2. Manage a simulated agile project environment
3. Understand taxonomies and vocabularies of agile and SCRUM
4. Understand the impact agile and SCRUM on project development
5. Understand the impact of acceptance criteria and agile testing
6. How run and evaluate agile ceremonies

## **F. Course Topics:**

1. Agile overview
2. Team collaboration and communication
3. Building team culture
4. Managing teams – organization and strategies
5. Agile artifacts
6. Agile ceremonies
7. Agile Project management tools

## **G. Text and Required Materials:**

1. Our textbook is titled Debugging Teams Better Productivity Through Collaboration and is available as a PDF on D2L
2. For additional material we will use D2L PDF(s), DePaul Books24, Safari, and web articles
3. Access to a computer or laptop with web access
4. **A working email account.**
5. Web access for online articles and DePaul books online
6. Word Processing program
7. Spreadsheet program
8. ASCII Text Editor
  - a. Windows: Notepad++, Edit++, Brackets
  - b. Mac: TextWrangler, BBEdit, Brackets

## H. Course breakdown and Grading Scale:

Course work will be weighted as follows:

Attendance: **20%** of grade

Activities and Workshops: **All activities and workshops are graded for 75%**

Peer Evaluation: **5%**

Letter Grade	Percentage Points
A	100 - 97
A-	96.9 – 90
B+	89.9 - 87
B	86.9 - 83
B-	82.9 - 80
C+	79.9 - 77
C	76.9 - 73
C-	72.9 - 70
D	69.9 - 63
F	Below 62.9

## I. Attendance

Please do not attend class if you are not feeling well. This is a hybrid class. You can always watch the recorded class from home. If you miss a class for any reason, contact the Dean of Students and provide them with information to re-classify the absence as excused.

In-class students must sign the attendance sheet at the beginning of class.

If you are an in-class student, failure to attend a class will result in grade deductions.

If you are late to class, you are required to check in with the instructor at the break or after class, to get partial attendance credit.

Inform the instructor if you leave class early. Failure to do so will result in a grade deduction.

## J. Participation

In class students are expected to come to class prepared to participate in the learning process. As we advance through the material and perform activities in class, it is your responsibility to ask questions and attempt to answer questions asked by the instructor.

## K. Reading and Assignments

Reading assignments will be sections from our textbook and DePaul EBooks, and online articles.

Reading assignment details will be made available during class, and posted on the DePaul D2L.

## L. Class Workshop Assignments

Students will work in small teams to learn the agile methodology, teamwork, and work together to solve simulated project problem using the agile methodology. Assignment due dates will be published on D2L. Students will submit assignments to D2L using a template document.

**M. BYOD – Bring your own device**

Please bring your own fully charged web enabled device (laptop or MacBook) to class. Your device must be able to connect to the DePaul WIFI network and you must be able to access your Web Host account. This is the first year we are having this class in a lab environment. Please bring your devices just in case there are network or other connectivity issues.

**N. Assignment Submission to D2L**

If you are using Mac Pages, please convert the Pages template to a PDF and submit the PDF to D2L. Accepted template formats are Microsoft Word or PDF. Please do not submit Pages, Text, or Zip files to D2L submission folder for this class.

**O. Assignment Due dates**

Assignment templates are submitted to a D2L submission folder.

D2L submission folders has a due date and time listed on D2L.

Assignments are due on their assigned date and time. Due dates differ by assignment.

Due dates and times are listed in D2L.

Students are responsible for checking D2L and being aware homework due dates and times.

Assignment submitted late will receive the following deductions:

**P. Late assignment point deductions**

Less than an hour late: -3%

Between 1 and < 12 hours late: Up to -10%

Between 12 and < 24 hours (1 day) late: Up to -20%

Between 24 and < 36 hours (1.5 days) late: Up to -30%

Between 36 and < 48 hours (2 days) late: Up to -35%

Between 48 and < 60 hours (2.5 days) late: Up to -40%

Between 60 and < 72 hours (3 days) late: Up to -45%

Between 3 days and < 1 week: Max available 50%

Between 1 week and < 2 weeks late: Max Available 40%

More than 2 weeks late: Max Available 30%

**Q. Assignment extensions and D2L submission folder closures**

Students may request extensions of at least 24 hours prior to the due date.

Extensions are usually between 1 and 3 days.

**The D2L submission folder closes at 9 pm on week 11.**

**At that point, assignments are no longer accepted for grading.**

**R. Emergency School Closure Information**

Info on emergency closure can be found at

<https://resources.depaul.edu/emergency-plan/FacilityEmergency/Pages/EmergencySchoolClosure.aspx>,

In the event of a large-scale class cancellation or closure, a University-wide e-mail will be issued. A voicemail message will also be posted on the University's general announcement line at 312/362-6226 or main telephone number at 312/362-8000. Additionally, the DPU Alert system may be utilized and a banner on the University's homepage with closure information may be activated. The University may also post information on the University's social media.

## S. Policy & Procedure for an Incomplete

An incomplete is given only for an exceptional reason.

Any such reason must be fully documented (by the student) before an incomplete can be given.

The Dean/Associate Dean must approve all incomplete requests.

A copy of this request will be placed in the student's academic file and the student will be notified of the result via email.

All remaining requirements must be completed with the original instructor.

**You must have a passing grade to qualify for an incomplete.**

They are for emergency use, for when you find yourself in a situation and you cannot complete the course and only have an assignment or two left unfinished.

## Academic Policies

All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the [University Academic Calendar](#).

Information on enrollment, withdrawal, grading and can be found at: [cdm.depaul.edu/enrollment](http://cdm.depaul.edu/enrollment)

Here is a link to the policy and procedure for filing an incomplete:

<http://www.cdm.depaul.edu/Current%20Students/Pages/Grading-Policies.aspx>

## T. Preferred Name & Gender Pronouns

Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with differences of race, culture, religion, politics, sexual orientation, gender, gender variance, and nationalities. I will gladly honor your request to address you by an alternate name or gender pronoun. Please advise me of this preference early in the quarter so that I may make appropriate changes to my records. Please also note that students may choose to identify within the University community with a preferred first name that differs from their legal name and may also update their gender. The preferred first name will appear in University related systems and documents except where the use of the legal name is necessitated or required by University business or legal need. For more information and instructions on how to do so, please see the Student Preferred Name and Gender Policy at

<http://policies.depaul.edu/policy/policy.aspx?pid=332>

## U. Tentative Week-By-Week Schedule

Modules 1-4 Learning agile and team collaboration best practices

Modules 5-8 Agile project simulations

Modules 9-10 Agile project management tools

Module 11 - No Class – remote office hours only

## 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.

This includes late assignment deductions and due dates

## Online Course Evaluations

Evaluations are a way for students to provide valuable feedback regarding their instructor and the course. Detailed feedback will enable the instructor to continuously tailor teaching methods and course content to meet the learning goals of the course and the academic needs of the students. They are a requirement of the course and are key to continue to provide you with the highest quality of teaching. The evaluations are anonymous. Since 100% participation is our goal, students are sent periodic reminders over three weeks. Students complete the evaluation online in [CampusConnect](#).

## 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/>.

If you have any questions please contact your instructor.

## Academic Policies

All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the [University Academic Calendar](#). Information on enrollment, withdrawal, grading and incompletes can be found at: [cdm.depaul.edu/enrollment](http://cdm.depaul.edu/enrollment).

## Students with Disabilities

Students who 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 (preferably within the first week of class), and make sure that you have contacted the Center for Students with Disabilities (CSD) at: [csd@depaul.edu](mailto:csd@depaul.edu).

Lewis Center 1420, 25 East Jackson Blvd.

Phone number: (312) 362-8002

Fax: (312) 362-6544

TTY: (773) 325.7296

**Course Policies**

Late Registrants: Students who register for this class late are responsible for making up all late assignments. They should also contact the instructor ASAP to discuss any possible assignment extensions.

Preparation: Students are expected to prepare for class by reviewing class activities, presentations, and assignments before class. This is an instructional class. Preparation for class is essential.

Attendance: In-class students are expected to arrive on time, sign the attendance sheet, attend each class and remain for the duration. Coming 15 minutes late or leaving 15 minutes early constitutes an absence. The overall grade may drop up to 10 points after any absence. Three absences for any reason, excused or not, may constitute failure for the course.

Class Discussion: Student participation in class discussions will be measured in two ways. First, students are highly encouraged to ask questions and offer comments relevant to the day's topic. Participation allows the instructor to "hear" the student's voice when grading papers. Secondly, students will be called upon to participate in the activity and offer comments related to the reading assignments. Students must keep up with the reading to participate in the activity and class discussions.

Attitude: A professional and studious attitude is expected throughout this course. Students will refrain from such behaviors as talking to others when the instructor is speaking, mocking another's opinion, emailing, and texting or using the Internet whether on a phone or computer. If any issues arise a student may be asked to leave the classroom. The instructor will work with the Dean of Students to resolve these issues.

Civil Discourse: DePaul University is a community that thrives on open discourse that challenges students, both intellectually and personally, to be [Socially Responsible Leaders](#). It is the expectation that all dialogue in this course will be civil and respectful of each student. Any instances of disrespect or hostility may jeopardize a student's ability to be successful in the course. The instructor will work with the Dean of Students to resolve these issues.

Cell Phones/On Call: If you bring a cell phone to class, it must be off or set to a silent mode. If you are required to be on call as part of your job, please advise the instructor at the start of the course. Should you need to answer a call during class, you must leave the room as discreetly as possible. Please put your cell phone away during class. Do not keep it on the desk. Students who do not comply will be asked to leave class and will receive an absence.

No texting during class: Out of respect to fellow students and the instructor.

Headphones are not allowed in class: Please take off headphone and ear buds and put them away during class.