

Instructor: Merri Beckfield mbeckfie@depaul.edu cell: 262-492-8938
Office Hours: Wednesday 5:00-6:30 PM CT (via Phone or Skype)
 Other times via appointment
Class Sessions: Online
 (Week begins on Saturday and ends at 11:59 PM CT Friday evening)

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

- Assignments	20%	(100 points)
- Mid Term Exam	20%	(100 points)
- Final Exam	20%	(100 points)
- Term Project	24%	(120 points)
- Class Participation	<u>16%</u>	<u>(80 points)</u>

Total 100% (500 points)

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%

Assignments and the Term Project

Homework consists of assigned readings from DAMA as well as supplemental materials. *Five* assignments and one term project (with 3 parts) 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, when an online discussion forum's time window has ended, or when an item has been turned in after the last class session.

Late 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.

Exams

The midterm and final exams will be conducted on D2L. While the exams will be on D2L and can be done remotely, they will be timed and must be completed within the allotted time. More information will be posted on D2L prior to each exam. The final exam will be a comprehensive exam.

Participation

In addition to online lectures and supporting Power Point Presentations, participation in online discussions are required as part of class attendance for this course. These will be posted to D2L each week and will be due that same week as the lecture. 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 and show thought, 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. Each post and/or reply will earn 4 points.

Course Schedule

Week	Dates	Topics / Notes	Readings	Due
1	1/4-1/10	Course Overview; Data Management	DAMA 2.0: Chapter 1	Discussion 1
2	1/11-1/17	Data Ethics; Data Governance	DAMA 2.0: Chapters 2 and 3	Assignment 1 Discussion 2
3	1/18-1/24	Data Architecture; Data Modeling	DAMA 2.0: Chapters 4 and 5	Project Proposal Discussion 3
4	1/25-1/31	Data Storage and Operations; Data Security	DAMA 2.0: Chapters 6 and 7	Assignment 2 Discussion 4
5	2/1-2/7	Document & Content Data; Reference and MD	DAMA 2.0: Chapter 9 and 10	Project Part 1 Discussion 5
6	2/8-2/14	Midterm Exam Week		
7	2/15-2/21	Data Integration; Business Intelligence	DAMA 2.0: Chapters 8 and 11	Assignment 3 Discussion 6
8	2/22-2/28	Meta Data Management; Data Quality	DAMA 2.0: Chapters 12 and 13	Assignment 4 Discussion 7
9	3/1-3/6	Big Data & Data Science; Data Maturity	DAMA 2.0: Chapters 14 and 15	Assignment 5 Discussion 8
10	3/7-3/13	Organizational Topics; Careers	DAMA 2.0: Chapters 16 and 17	Project Part 2 Discussion 9
11	3/14-3/20	Final Exam Week		

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.

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

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 17, 2020

Last Day to Withdraw: February 21, 2020

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](#). The deadlines for submitting appeals are as follows:

Autumn Quarter: Last day of the last final exam of the subsequent winter quarter

Winter Quarter: Last day of the last final exam of the subsequent spring quarter

Spring Quarter: The end of the second week of the subsequent autumn quarter.

Summer Terms: Last day of the last final exam of the subsequent autumn quarter

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