



**COURSE OUTLINE**

<b>COURSE NUMBER:</b>	<b>DIT 36086 1801</b>
<b>COURSE NAME:</b>	<b>Advanced Business Analysis: Rules and Architecture</b>
<b>COURSE PRE-REQUISITE(S):</b>	<b>Requirement Workshop Planning and Facilitation</b>
<b>INSTRUCTOR:</b>	<b>Michael Antonio</b>
<b>INSTRUCTOR CONTACT:</b>	<b><a href="mailto:michael_a@shaw.ca">michael_a@shaw.ca</a></b>
<b>DATES AND TIME:</b>	<b>February 20 – April 1, 2019 6 Mon/ 6 Wed 6:00 p.m. – 9:00 p.m.</b>
<b>EXAMINATION DATES:</b>	<b>Final exam (Instructor Supervised) April 1, 2019 6:30 p.m. – 8:30 p.m.</b>

*Authorized equipment for all exams will be pens, pencils, and eraser. Unauthorized equipment or material will include all electronic devices, including cell phones and written course material. Your instructors may authorize additional material or equipment for this course.*

**Photo ID will be required for all PACE exams.**

<b>TECHNOLOGY REQUIREMENTS:</b>	<b>Laptop required</b>
<b>REQUIRED READINGS:</b>	<b>No textbook required</b>
<b>PRE-COURSE READING:</b>	<b>Read the Course Outline Read Defining Business Rules ~ What Are They Really? <a href="http://www.businessrulesgroup.org/first_paper/br01c0.htm">http://www.businessrulesgroup.org/first_paper/br01c0.htm</a></b>
<b>NEXUS:</b>	

Course materials, resources and assignments will be posted on Nexus, the online course management system, supporting the delivery of this course. Please use your WebAdvisor username and password to log in to Nexus system to retrieve these materials and to access important class communication. Not all part-time courses are posted on Nexus; if not, materials, if applicable, are available in class.

## COURSE DESCRIPTION:

The purpose of this course is to provide students the opportunity to develop key skills for performing the duties of a Business Analyst. The course will build on the analysis and design material presented in the Introduction to Business Analyst and Joint Solutions Development (JSD) courses by a more comprehensive study of concepts and skills. Students will study frameworks with particular emphasis on Business Architecture, and the relationships and importance of Business Rules, Business Processes and Business Intelligence to the work of business analysts. The course will also give students the opportunity to apply their knowledge in classroom JSD workshop exercises involving the concepts covered in this and earlier courses.

## LEARNING OUTCOMES:

This course will focus on:

- Useful Frameworks.
- Business Architecture and modeling.
- What Business Rules are and their importance to Business Analysis.
- How to discover Business Rules and ensure quality.
- Relationships and importance of Business Rules, Business Processes and Business Intelligence.
- Requirements gathering workshop practice sessions
- Ensuring Overall Requirements Quality
- Ensuring Requirements Completeness

## DISCLAIMER:

Please consider this course outline as a general guide. Time constraints and other unforeseen factors may require some adaptation of the course materials.

## LECTURE SCHEDULE:

SCHEDULE	LECTURE TOPIC	COMMENTS
February 20, 2019	<ul style="list-style-type: none"><li>- Course Overview</li><li>- Introduction to the TOGAF Framework</li><li>- Focus on Business Architecture</li></ul>	<ul style="list-style-type: none"><li>- <b>Note Pre-course reading</b></li><li>- Read Course Outline</li><li>- Read Instructor Handouts</li><li>- Assignment #1 - Due March 4 by email.</li></ul>
February 25, 2019	<ul style="list-style-type: none"><li>- Modeling Business Processes</li><li>- Abstraction</li></ul>	<ul style="list-style-type: none"><li>- Read Instructor Handouts</li></ul>
February 27, 2019	<ul style="list-style-type: none"><li>- Business Architecture Case Study</li></ul>	<ul style="list-style-type: none"><li>- Read Instructor Handouts</li></ul>
March 4, 2016	<ul style="list-style-type: none"><li>- Business Rules &amp; definitions</li><li>- How to find and capture Business Rules</li></ul>	<ul style="list-style-type: none"><li>- Read Instructor Handouts</li><li>- Assignment # 1 due</li></ul>

March 6, 2019	- Business Rule Construction Guidelines	- Read Instructor Handouts - Assignment #2 - Due no later than midnight April 5 by email. <b>Policy for late assignments will apply.</b>
March 11, 2019	- Business Rule Quality	- Read Instructor Handouts
March 13, 2019	- Data Requirements	- Read Instructor Handouts
March 18, 2019	- Techniques for Modelling Data Requirements	- Read Instructor Handouts
March 20, 2019	- Techniques for Modelling Data Requirements	- Read Instructor Handouts
March 25, 2019	- Requirements Quality and Completeness	- Read Instructor Handouts
March 27, 2019	- Course Review	All
April 1, 2019	<b>Final Exam</b> <b>6:30 pm - 8:30 pm</b> <b>Maximum time allowance: 2 hours</b> <b>Note: exam will begin promptly at 6:30 pm</b>	

**Remember to complete your course evaluation immediately after this course is complete. We take your feedback very seriously and use it to continually improve our courses and programs.**

- **Full time** course evaluations are available on NEXUS
- **Part time** and **online** course evaluations will be emailed to you

#### **VOLUNTARY WITHDRAWAL:**

Students can voluntarily withdraw from a course up to the 75% point in a course without any academic penalty. Note that this does not include the hours for the invigilated exams. It is the student's responsibility to withdraw this course to ensure no academic penalty is incurred. Please consult the Registration Office or Academic Advisor for a **Request for Voluntary Withdrawal** form.

#### **METHOD OF EVALUATION:**

<b>VALUE</b>	<b>ITEM OF WORK</b>	<b>DETAILS</b>	<b>DUE DATE</b>
25%	Assignment 1	Assignment will require students to apply concepts covered in the course. Further details provided in class.	March 4, 2019
40%	Assignment 2	Assignment will require students to apply concepts covered in the course. Further details provided in class.	Midnight April 5, 2019. <b>Policy for late assignments will apply.</b>
30%	Final Exam	Multiple Choice/Short Answer Questions	April 1, 2019
5%	Participation	See Participation Grading Rubric below	n/a

**All applicable assignments must be typed, as well as formatted and referenced according to APA 6<sup>th</sup> Edition specifications. See the policy on the UWINNIPEG Academic Writing Standards.**

**MINIMUM GRADE:**

Students must receive a minimum grade of “C”, or better, in all courses within the program requirements to graduate.

**PARTICIPATION:**

Participation is an important component of a meaningful learning process. Contributions to class activities, group work, and class discussion will enhance your academic success and contribute to a more positive and productive learning environment. Participation is a reflection of actively engaging in class room work and attentiveness to the contributions of others and the instructor. Participation is also a reflection of being present in the classroom in a timely fashion and not distracting others.

**PARTICIPATION GRADE RUBRIC:**

GRADE	CHARACTERISTICS / DESCRIPTION
1	Displays most or many of the following: Does not participate in class discussion. Does not ask questions. Does not listen when others speak or interrupts discussion. Is distracted during class (i.e. uses social media, cell phone, computer, sidebar conversations etc.). Is almost never prepared. Misses all or nearly all classes, is late for all, or nearly all, start of the class, or is late returning from breaks.
3	Displays most or many of the following: Is present, but responds minimally when asked directly. Is adequately prepared for class, but does not analyze or provide interpretation. Rarely asks questions, and does not always listen when others speak; is sometimes distracted during class (i.e. uses social media, cell phone, computer, sidebar conversations, etc.). Is often absent or often late for the start of the class or returning to class after break
5	Displays all or nearly all of the following: Very well prepared – read materials and relates it to other materials (readings, course material, discussions, experiences, etc.). Evaluates and analyzes material, and offers new and insightful approaches. Significantly contributes to discussion – listens to classmates and provides further analysis to maintain discussion. Very active discussion. Attends every class, is never late for the start of class or returning from break. Is always, or nearly always, attentive to class discussions and the instructor, never uses cell phone, computer or engages in sidebar conversation.

## **RESEARCH POLICY:**

Students who plan to conduct research interviews, focus groups, surveys, or any other method of collecting data from any person, even a family member, must obtain the approval of the appropriate ethics committee before commencing data collection. Exceptions are research activities as a learning exercise to satisfy course requirements with no intent to publish as research.

## **POLICY FOR LATE ASSIGNMENTS:**

- All assignments will be given a due date.
- Individuals who cannot meet the deadline and have a legitimate reason (i.e., illness supported by a medical certificate relative to the due date), must request an extension in writing from the instructor no later than the 24 hours before the deadline.
- Students who do not receive an extension from the instructor will receive a grade of zero on the assignment if the assignment is not submitted by the due date.
- It is the student's responsibility to retain an electronic copy of ALL assignments submitted for grading.

## **STUDENT HANDBOOK AND ACADEMIC REGULATION AND POLICY INFORMATION:**

Refer to the [Student Handbook](#) for academic and general PACE policies. This information is also available on the UWinnipeg PACE website.

**It is the students' responsibility to read the policies outlined in the PACE Student Handbook for all University of Winnipeg Academic regulation and policy information.**

## **ACADEMIC MISCONDUCT:**

Please refer to the Academic Misconduct Policy in the most recent version of the University of Winnipeg General Calendar, under Student Discipline, Section 8a, or see:

- [Academic Misconduct Policy](#)
- [Procedures: Academic Misconduct Policy](#)

## **UWINNIPEG RESPECTFUL LEARNING POLICY:**

All students, faculty and staff have the right to participate, learn and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at [www.uwinnipeg.ca/respect](http://www.uwinnipeg.ca/respect).

## **ACADEMIC ACCOMMODATIONS:**

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 786-9771 or [accessibilityservices@uwinnipeg.ca](mailto:accessibilityservices@uwinnipeg.ca) to discuss appropriate options. All information about a student's disability or medical condition remains confidential. <http://www.uwinnipeg.ca/accessibility>.

**UWPACE GRADING SYSTEM:**

<b>Letter Graded</b>	<b>Percentage</b>	<b>GPA</b>	<b><u>Pass/Fail</u></b>	
<b>A+</b>	<b>96-100</b>	<b>4.50</b>	<b>P</b>	<b>Pass</b>
<b>A</b>	<b>91-95</b>	<b>4.00</b>	<b>F</b>	<b>Fail</b>
<b>A-</b>	<b>83-90</b>	<b>3.75</b>	<b><u>Non-Graded</u></b>	
<b>B+</b>	<b>75-82</b>	<b>3.50</b>	<b>CP</b>	<b>Certificate of Participation (75% Attendance)</b>
<b>B</b>	<b>70-74</b>	<b>3.00</b>	<b>NC</b>	<b>No Certificate of Participation</b>
<b>C+</b>	<b>66-69</b>	<b>2.50</b>	<b><u>Special Designations</u></b>	
<b>C</b>	<b>57-65</b>	<b>2.00</b>	<b>I</b>	<b>Incomplete</b>
<b>D</b>	<b>50-56</b>	<b>1.00</b>	<b>TC</b>	<b>Transfer Credit</b>
<b>F</b>	<b>&lt;50</b>	<b>0.00</b>	<b>S</b>	<b>Standing</b>

**DISCLAIMER:**

Please retain a copy of this course outline for reference purposes and/or future academic endeavor.

Note: PACE archives course outlines in PDF format for a period of five years and charges an administrative fee for archived course outline requests.