

### How To Apply

Contact a program representative at a location near you or apply online at: [www.friends.edu/application-0](http://www.friends.edu/application-0)

**E-MAIL** [learn@friends.edu](mailto:learn@friends.edu)  
**WEB SITE** [www.friends.edu](http://www.friends.edu)  
**WICHITA** 316-295-5300  
**LENEXA** 913-233-8700  
**TOPEKA** 785-272-9595  
**TOLL FREE** 800-794-6945

### Credit Transfer Policies

- Official transcripts must be mailed directly from the educational institution to Friends University.
- Transcripts stamped "issued to student" cannot be accepted as Admissions and Records.
- Please have transcripts sent to:  
Admissions Processing  
Friends University  
2100 W. University Ave.  
Wichita, KS 67213

### Technical Requirements

#### PC Minimum Recommendations

- Current version of Microsoft Windows operating system
- Current version of Microsoft Office
- Antivirus Protection (McAfee Antivirus available free to students)
- High-speed Internet access
- Active e-mail account (available free to students)

#### MAC Minimum Recommendations

- Current version of MAC operating system
- Current version of Microsoft Office for MAC
- High-speed Internet access
- Active e-mail address (available free to students)

\* Academic programs may have specific technology requirements that exceed these listed above.

### Program Overview

The Bachelor of Science in Computer Information Systems is a 46 credit-hour degree completion program designed to provide students the opportunity to learn new skills and advance their professional careers. The Computer Information Systems degree prepares the student for a career in computer security, database management, project management, systems analysis and design, and programming. With emphasis on aligning course content and assignments with current professional and industry needs, the Computer Information Systems degree enables students to build a strong background in computer information systems and the application of information and communications technology for employment in the information technology field.

### General Education Requirements

All students completing a Bachelor of Science in Computer Information Systems must complete 37 general education hours.

#### Graduation Requirements

Writing I (C or better).....	3 cr. hrs.	Social/Behavioral Science.....	6 cr. hrs.
Writing II (C or better).....	3 cr. hrs.	<i>(choose any 2 from Anthropology, Sociology, Economics, Psychology, or Political Science)</i>	
College Algebra (C or better).....	3 cr. hrs.	Liberal Arts/Humanities.....	9 cr. hrs.
Natural Science with Lab.....	4 cr. hrs.	<i>(choose any 3 from 2 categories. Fine Arts, History, Foreign Language/World Culture, or Literature)</i>	
Religion/Philosophy.....	3 cr. hrs.		
Speech/Interpersonal Comm.....	3 cr. hrs.		
Computer Information System.....	3 cr. hrs.		
<i>(CIS 125 or the equivalent)</i>			

### Admissions Requirements

- Complete application and pay application fee of \$35 (\$40 international fee).
- Continuously enrolled PACE students complete a change of program form in place of application. No application fee required.
- Signed Transcript Request form for official transcripts from all institutions attended, Friends University will process all requests.
- A total of 62 or more earned hours.
- A cumulative grade point average of 2.0 or above.
- Completion of university approved English Composition I and II classes with a "C" or better.
- Completion of a Computer Information Systems class (CIS 125 or equivalent) with a "C" or better.
- College Algebra with "C" or better.
- Acceptance of the requirements as described in the *Technical Requirements Guide for Computer Information Systems* degree program.

#### Modes of Delivery

- One night a week
- Cohort model
- Online

#### Hours/Length

- 46 credit hours
- 22 months

### About the Program Director



Dr. Jason Ferguson  
 Director of Computer Information Systems Program  
 B.S. Friends University  
 MMIS Friends University  
 Ph.D. Nova Southeastern University  
 (316) 295-5541 (800) 794-6945 ext. 5541  
[jason\\_ferguson@friends.edu](mailto:jason_ferguson@friends.edu)

### Experiential Learning Credit

Students may demonstrate what they have learned from their life experiences about a particular subject through the Life Learning Essay process. Essays, usually 10 to 14 pages in length, are submitted and faculty members evaluate them for generally three academic credit hours. Credit may also be awarded for professional licensure, certifications and employer training. As a guideline, a minimum of 40 hours of training (hours spent in a classroom situation) may be submitted for evaluation of one credit hour. In addition, students who have earned credits documented on an American Council of Education (ACE) transcript, or from recognized technical/vocational schools may submit transcripts to the Prior Learning Assessment office for evaluation of credit hours.

# COURSE LISTINGS

## **CAPS 302 Analysis, Principles and Skills of Adult Learning**

The gateway course for students entering degree completion programs that provides tools for success in adult learning. Adult learning styles and theory will be examined with emphasis on the Kolb model. Students will examine ways in which they learn other than formal classroom settings. Participants will explore issues such as: time management, expectations of students and instructors, and critical thinking skills. *1 credit hour; 2 week module*

## **CIS 312 Management of Computer Information Systems**

This course introduces students to computer information systems as applied to business organizations. The course covers those uses of business productivity applications which students are likely to encounter in their business careers. The course will also explore the usage of information resources and research tools available for investigating current and emerging trends in the field of study. *3 credit hours; 6 week module*

## **CIS 322 Professional Business Communications**

This course will teach students how to properly prepare, write, and present information in a business environment. Topics covered include research methodologies, literature searches, collaboration, and the application of APA documentation style. Examples of documents that students will create and/or present include memos, request for proposals and quotes, qualitative analysis, and system documentation. *3 credit hours; 6 week module*

## **CIS 332 Computer Networking**

This course focuses on the design and implementation of data communication networks. Students will gain an in-depth understanding of network technologies (for example, the World-Wide Web, TCP/IP, DNS, VPN, SSL, multimedia communication, voice over IP, optical networking, local area networks, wireless access) and the way these technologies can be integrated to support the strategic IT mission of businesses. Special attention is paid to network topology, internet working, TCP/IP, switching, and routing. Topics also covered include, wired and wireless network technologies, quality-of-service, network security, and next generation networking technologies. *3 credit hours; 6 week module*

## **CIS 342 Systems Analysis and Design**

In this course, the student will study the analysis and design of computer-based information systems. An overview of the system development life cycle will be presented. Emphasis will be placed on analyzing business requirements and designing information system solutions that meet the needs of businesses. Classical and modern-day methodologies/tools including expert and knowledge-based systems that students can utilize to create information systems that problem-solve will be explored. *3 credit hours; 6 week module*

## **CIS 442 Information Systems Project Management**

This course provides the foundation for understanding the broad concepts of successful information system planning, implementation, and maintenance within a business environment. Topics covered include team building, conflict management, project scoping, estimating, scheduling, budgeting, tracking, and controlling. The course covers the uses of project management tools which students are likely to encounter in their business careers. *3 credit hours; 6 week module*

## **CIS 352 Human Computer Interaction**

Students will learn why HCI is important to understanding computer information systems and how it can be utilized to design improved systems. This course explores the basic elements, procedures, tools, and environments contributing to the development of successful user interfaces. Emphasis will be placed on user interface and software design methodologies, web site usability, and collaborative systems. *3 credit hours; 6 week module*

## **CIS 412 Database Management Systems**

The course covers those uses of database systems which students are likely to encounter in their business careers. Students will gain an in-depth understanding of the usage of databases in the information system of an organization. The course also provides the student with a hands-on approach to plan, design, and implement a database solution. Topics include database architectures, logical and physical database design, SQL, disaster recovery, database security, and emerging trends in database systems. *3 credit hours; 6 week module*

## **CIS 402 Computer Programming**

Students will develop programming and problem solving skills through a variety of assignments that explore the use of fundamental control and data structures using current programming languages. Emphasis will be placed on the fundamental principles and constructs of applying computer programming in the business environment. Testing and debugging techniques, the development of sound programming logic, and the writing of well-structured code are also emphasized. *3 credit hours; 6 week module*

## **CIS 432 Business Application Development**

Students will develop a comprehensive business application by applying the knowledge they obtained from the Database Management and Computer Programming courses. The business application is designed around a case study to reinforce the practical application of the student's assignments. Topics covered include object-oriented programming, SQL, user interfaces, multi-user environments, and application deployment. *3 credit hours; 8 week module*

## **CIS 422 Web Programming**

Introduces the web development process and client-side programming tools. Provides the concepts and hands-on skills needed for developing interactive websites. In addition, such concepts as the architecture of the web, e-commerce, and web security are addressed. *3 credit hours; 6 week module*

## **CIS 452 Decision Support Systems**

This course will teach students the fundamental concepts of decision support systems. The student will study decision support systems terminology, decision making process, and data access and management. A major component of this course is a hands-on project that entails students planning, designing, and implementing a decision support system solution based on business requirements. *3 credit hours; 6 week module*

## **CIS 462 Applied Business Intelligence**

This course will expand upon the concepts learned from the Decision Support Systems course. In the Applied Business Intelligence course, students will learn how business intelligence incorporates the ability to mine data, analyze, and report information. Topics covered include data mining and warehousing, forecasting, analysis, and business decision-making. The course covers the uses business intelligence software which students are likely to encounter in their business careers. *3 credit hours; 6 week module*

## **CIS 362 Information Security**

This course introduces students to the concept of security in information systems. Topics include risk and vulnerability analysis, cryptography, authentication technologies, program security, operating systems protection, database security, auditing, and secure network design and implementation issues. Internal and external security threats, privacy issues and security laws, and regulations will also be explored. *3 credit hours; 6 week module*

## **CIS 372 Information Technology Ethics**

This course focuses on ethical and policy issues that arise in the Information Technology world. Explores the areas of privacy, intellectual property, software development, and human resource issues. Students will examine the codes of ethics for various IT professional associations and organizations. *3 credit hours; 6 week module*

## **CIS 472 Capstone Project**

This project provides an opportunity for students to identify, research, evaluate, design, and implement solutions to a complex problem within their chosen area of emphasis. A written report using APA documentation style and an oral presentation are required.

Upon completion of this course, students will complete ONE of the following options.

1. Select an area of emphasis in CIS, research the topic, and write a formal paper using APA documentation style. Orally present the paper.
2. Select a problem/opportunity in an area of emphasis in CIS. Document the development of a solution for the problem/opportunity using APA style documentation. Orally present the problem solution and demonstrate working solution.

*3 credit hours; 8 week module*