The Hashemite University

الجامعـــــة الهاشميـــــة

Faculty of Prince Al-Hussein Bin Abdullah II for Information Technology

كلية الامير الحسين بن عبد الله الثاني لتكنولوجيا المعلومـات

Syllabus*: Software Documentation (151003320)

Second Semester 2021/2022

COURSE INFORMATION	
Course Name: Software Documentation **Semester:** Spring 2021/2022 **Department:** Department of Software Enineering **Faculty:** Prince Al-Hussein bin Abdullah II of Information Technology	**Course Code: 151003320** **Section:** 1 **Core Curriculum**:
Day(s) and Time(s): Sunday : 10:00-11:00 , 12:00-01:00 Tuesday: 10:00-11:00 , 12:00-01:00 **Classroom:** IT 101, IT 202	**Credit Hours:** 3 **Prerequisites**: None

COURSE DESCRIPTION

The course introduces major concepts of software documentation. An overview of writing methods and practices that software engineers use to create software documentation. The course covers topics related to software documentation process: user analysis, planning, designing, reviewing, and testing. It covers in details topics related to different task-oriented types of documentation, such as Tutorials, Procedures, and References.

DELIVERY METHODS

The course will be delivered through a combination of active learning strategies. These will include:

- PowerPoint lectures and active classroom based discussion
- Collaborative learning through small groups acting in an interdisciplinary context.
- Relevant films and documentaries
- Video lectures
- E-learning resources: e-reading assignments and practice quizzes through Model and Microsoft Team

FACULTY INFORMATION

Name	**Hani Bani-Salameh**
Academic Title:	**Professor**
Office Location:	**IT 324**
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Email Address:	**hani@hu.edu.jo**
Office Hours:	**Sunday** 12:00 PM – 01:00 PM **Tuesday** 12:00 PM – 01:00 PM **Monday** 10:00 AM – 11:00 AM (Online) **Wednesday** 10:00 AM – 11:00 AM (Online) *Please send an e-mail (hani@hu.edu.jo) to meet at any other time.*

REFERENCES AND LEARNING RESOURCES

Required Textbook:

Thomas T. Barker *Writing a Software Documentation: a Task-oriented approach* (Pearson Education: 2003).

Suggested Additional Resources:

1. Clements et al. *Documenting Software Architecture, Views and Byond*, 2nd Edition (Addison-Wesley Professional: 2010).
2. Paul Clements. *Comparing the SEI's Views and Beyond Approach for Documenting Software Architectures with ANSI-IEEE*. 1471-2000 July 2005.

STUDENT LEARNING OUTCOMES MATRIX*

Core Curriculum Learning Outcomes	Program Learning Outcomes	Course Objectives	Course Student Learning Outcomes	Assessment Method
	[D1p] Understand and evaluate business, customer and user needs, including considerations such as the wider engineering context, public perception and Aesthetics.	• Introduce major concepts of software documentation. • Present writing methods and practices that software engineers use to create software documentation. • Discuss the software documentation process. • It covers in details topics related to different task-oriented types of documentation.	• [CLO2] Explain the forms of software documentation such tutorials, procedures, and references. [D1p]	Exams Assignments Quizzes
	[D5p] Plan and manage the design process, including cost drivers, and evaluate Outcomes.		• [CLO1] Explain the task orientation process and how you break the project to small tasks, and how to construct a task list from a project. [D5p] • [CLO3] Explain the process of software documentation, from user analysis thru editing and fine tuning. [D5p]	Exams Assignments Quizzes
	[D6p] Communicate their work to technical and non-technical audiences.		• [CLO4] Explain the tools of software documentation, by the tools here we mean that the elements we used in creating the documentation such as screen, page design and using a standard language and the elements of each other.	Exams Assignments Quizzes

ACADEMIC SUPPORT

It is The Hashemite University policy to provide educational opportunities that ensure fair, appropriate and reasonable accommodation to students who have disabilities that may affect their ability to participate in course activities or meet course requirements. Students with disabilities are encouraged to contact their Instructor to ensure that their individual needs are met. The University through its Special Need section will exert all efforts to accommodate for individual's needs.

Special Needs Section:

Tel:
Location:
Email:

COURSE REGULATIONS

Participation

Class participation and attendance are important elements of every student's learning experience at The Hashemite University, and the student is expected to attend all classes. A student should not miss more than 15% of the classes during a semester. *Those exceeding this limit of 15% will receive a failing grade regardless of their performance*. It is a student's responsibility to monitor the frequency of their own absences. **Attendance record begins on the first day of class irrespective of the period allotted to drop/add and late registration. It is a student's responsibility to sign-in; failure to do so will result in a non-attendance being recorded.**

In exceptional cases, the student, with the instructor's prior permission, could be exempted from attending a class provided that the number of such occasions does not exceed the limit allowed by the University. The instructor will determine the acceptability of an absence for being absent. A student who misses more than 25% of classes and has a valid excuse for being absent will be allowed to withdraw from the course.

Plagiarism

Plagiarism is considered a serious academic offence and can result in your work losing marks or being failed. HU expects its students to adopt and abide by the highest standards of conduct in their interaction with their professors, peers, and the wider University community. As such, a student is expected not to engage in behaviours that compromise his/her own integrity as well as that of the Hashemite University.

Plagiarism includes the following examples and it applies to all student assignments or submitted work:

- **Use of the work, ideas, images or words of someone else without his/her permission or reference to them.**
- **Use of someone else's wording, name, phrase, sentence, paragraph or essay without using quotation marks.**
- **Misrepresentation of the sources that were used.**

The instructor has the right to fail the coursework or deduct marks where plagiarism is detected

Late or Missed Assignments

In all cases of assessment, students who fails to attend an exam, class project or deliver a presentation on the scheduled date without prior permission, and/or are unable to provide a medical note, will automatically receive a fail grade for this part of the assessment.

- Submitting a term paper on time is a key part of the assessment process. Students who fail to submit their work by the deadline specified will automatically receive a 10% penalty. Assignments handed in more than 24 hours late will receive a further 10% penalty. Each subsequent 24 hours will result in a further 10% penalty.
- In cases where a student misses an assessment on account of a medical reason or with prior permission; in line with University regulations an incomplete grade for the specific assessment will be awarded and an alternative assessment or extension can be arranged.

Student Complaints Policy

Students at The Hashemite University have the right to pursue complaints related to faculty, staff, and other students. The nature of the complaints may be either academic or non-academic. For more information about the policy and processes related to this policy, you may refer to the students' handbook.

COURSE ASSESSMENT

Course Calendar and Assessment

Students will be graded through the following means of assessment and their final grade will be calculated from the forms of assessment as listed below with their grade weighting taken into account. The criteria for grading are listed at the end of the syllabus

Assessment	Grade Weighting	Deadline Assessment
Exam 1	25%	Add date/time
Exam 2	20%	Add date/time
Quizzes	5%	
Homework	10%	
Final Exam (3)	40%	Add date/time

Description of Exams

Test questions will predominately come from material presented in the lectures. Semester exams will be conducted during the regularly scheduled lecture period. Exam will consist of a combination of multiple choice, short answer, match, true and false and/or descriptive questions.
Homework: Will be given for each chapter, while the chapter in progress you are supposed to work on them continuously and submit in next lecture when I finish the chapter.
You are also expected to work on in-chapter examples, self-tests and representative number of end of chapter problems. The answers of self-tests and end of chapter exercises are given at the end of the book.

Quizzes: Unannounced quizzes will be given during or/and at the end of each chapter based upon the previous lectures. It will enforce that you come prepared to the class.

No make-up exams, homework or quizzes will be given. Only documented absences will be considered as per HU guidelines.

Grades are not negotiable and are awarded according to the following criteria*:

Letter Grade	Description	Grade Points
A+	Excellent	4.00
A		3.75
A-		3.50
B+	Very Good	3.25
B		3.00
B-		2.75
C+	Good	2.50
C		2.25
C-		2.00
D+	Pass	1.75
D	Pass	1.50
F	Fail	0.00
I	Incomplete	-

WEEKLY LECTURE SCHEDULE AND CONTENT DISTRIBUTION

Topic	Chapter in Text	Week #	Lecture	Content	Delivery Method
Understanding Task Orientation	Ch1	Week1	Lect. 1	Intro.	Face to face
			Lect. 2	Task-Orientation Strategies	Face to face
			Lect. 3	Task-Orientation Strategies (cont.)	Online\ asynchronous video (Moodle)
Understanding Task Orientation (cont.)	Ch1	Week2	Lect. 1	Principles of Software Documentation	Face to face
			Lect. 2	Forms of Software Documentation	Face to face
			Lect. 3	Task List Creation	Online\ asynchronous video (Moodle)
Importance of Software Documentation	Selected Material	Week3	Lect. 1	Intro.	Face to face
			Lect. 2	Document Preparation/Creation	Face to face
			Lect. 3	Chapter Review	Online\ asynchronous video (Moodle)
Writing to Teach	Ch2	Week4	Lect. 1	Intro.	Face to face
			Lect. 2	Guidelines - Designing Tutorials	Face to face
			Lect. 3	Try your Tutorial & Review	Online\ asynchronous video (Moodle)
		Week5	Lect. 1	Guidelines - Designing Tutorials (cont.)	Face to face
			Lect. 2	Tutorials – Basic Elements	Face to face
			Lect. 3	Trends in Tutorial Design & Review	Online\ asynchronous video (Moodle)
Analyzing Your user	Ch5	Week6	Lect. 1	Analysis Guidelines	Face to face
			Lect. 2	Analysis Guidelines (cont.)	Face to face
			Lect. 3		Assignment #1 – Online Submission
		Week7	Lect. 1	Thing you want to know about users	Face to face
			Lect. 2	Thing you want to know about users (cont.)	Face to face
			Lect. 3		Assignment #1 – Online Submission
Planning and Writing Your Documents	Ch6	Week8	Lect. 1	Planning and Documentation Process	Face to face
			Lect. 2	Task-List Design	Face to face
			Lect. 3	Quiz	Online\ asynchronous video (Moodle)
		Week9	Lect. 1	Documentation Plan - Intro	Face to face
			Lect. 2	Basics to Writing Documentation Plan	Face to face
			Lect. 3	Strategies to Make the Plan Persuasive	Online\ asynchronous video (Moodle)
Conducting Useful Reviews	Ch7	Week10	Lect. 1	Getting Reviews - Guidelines	Face to face
			Lect. 2	Getting Reviews – Guidelines (cont.)	Face to face
			Lect. 3	Quiz	Online\ asynchronous video (Moodle)
		Week11	Lect. 1	Reviewing vs. Testing vs. Editing	Face to face
			Lect. 2	The Purpose of Reviews	Face to face
			Lect. 3	Walkthrough Review	Online\ asynchronous video (Moodle)
Conducting Usability Testing	Ch8	Week12	Lect. 1	Usability Test - Guidelines	Face to face
			Lect. 2	Usability Test – Guidelines (cont.)	Face to face
			Lect. 3	Performance Objectives – Discussion and Examples	Online\ asynchronous video (Moodle)
Editing and Fine Tuning.	Ch9	Week13	Lect. 1	Intro. & Guidelines	Face to face
			Lect. 2	Types of Editing	Face to face
			Lect. 3	Writing vs. Editing - Discussion	Online\ asynchronous video (Moodle)
Documenting Software Architecture		Week14	Lect. 1	Documenting Software Architecture – Part I	Face to face
			Lect. 2	Documenting Software Architecture – Part I (cont.)	Face to face
			Lect. 3	Documenting Software Architecture – Part II (Example)	Online\ asynchronous video (Moodle)