

La Roche College
Distance Learning and IT Support
Software Analysis Assignment

The purpose of this assignment is to provide you with an opportunity to develop necessary skills in analyzing and comparing two products. This is something IT professionals do continually in their work place. They must select appropriate products to assist the company in achieving its goals and justify those selections.

Objectives (Course Objective C):

1. Compare two products using appropriate criteria.
2. Recommend one of the products.
3. Justify the recommendation.
4. Present the analysis to the class using PowerPoint.

Scenario:

You are serving on the committee charged with delivering online education/training to the company. You represent the IT department. Your task for the next meeting is to compare two software products that will assist the trainers in developing their course content and learning activities.

Guidelines:

1. Select 2 software applications related to developing or delivering online courses/training. Compare two products of the same genre. For example, screen capture applications.
2. Select the criteria on which you will base your recommendation. Make sure this is clear.
3. Write an analysis meeting the following requirements:
 - 5 pages or less,
 - Times New Roman 12 points font,
 - 1 inch margins,
 - Single spaced,
 - Divided into sections with the section name on its own line and in bold,
 - Reference list at the end.
4. Contains the following content:
 - **Title page** with the title of the paper, your name, course, instructor, and date (not included in the paper page count).
 - **Introduction** – brief; should address what the software is and why the company might want it; why should they spend the money?
 - **Software Description** - includes a brief description of the features of the software and name and address of developer ie how would I contact them and place an order?
 - **Criteria** – a list of 5 criteria used to compare these two programs-this is NOT software specifications but a listing of what would influence your decision.
 - **Comparison** – Create a 3 column table with the selected criteria in column 1 and the 2 programs in 2 and 3. Place an evaluation statement in each cell in columns 2 and 3 with your judgement as to how the product ranks on the criteria in the row.
 - **Implications** - discuss the implications of purchasing this software on IT and the organization (costs, time, support)
 - **Recommendation and justification** – provide your recommendation and why you recommend this one over the other one
 - **Reference** – use appropriate citation format

5. **Presentation** – Each student will present their paper to the class using PowerPoint. It is expected that the PowerPoint presentation will follow appropriate presentation guidelines. Students are NOT to read their presentations but are to present them demonstrating their knowledge of the analysis.
6. **Grading** - This assignment is worth **50** points and counts as 10% of the grade. Points are deducted for incomplete analysis (for example, failing to give the criteria or listing product specifications instead of criteria), lack of a recommendation or justification, poorly setup and presented paper, late submission, and late or no presentation.

La Roche College
ISTC2025 Distance Learning and IT Support
Software Analysis Grading Sheet

Name: _____

1. This project is worth 50 points and 10% of the course grade. See below for allocation of points.
2. Use the Software Analysis information on page one of this document for the details of this assignment.
3. Grading sheet:

Components	Possible Score	Your Score
Title page present with title of paper, your name, course, instructor and date	<i>1</i>	
Paper includes a brief introduction of software programs: answered the question what are they (1), why would we need it (2), why should we spend the money (2)	<i>5</i>	
Paper includes a brief description of the two programs and related information about vendors (2): name and address or contact information (1), what they say it will do (1), what it costs (1)	<i>5</i>	
Criteria used to evaluate the 2 programs was made clear (2); listed the criteria with a rationale as to why these criteria (3)	<i>5</i>	
Two programs compared using the criteria identified (2); used a table for this (1); addressed each criterion from above; correct analysis (2)	<i>5</i>	
Implications for IT and the organization were identified: what might this mean to the IT department in terms of resources and support	<i>2</i>	
Recommendation made (2) with an appropriate justification (3)	<i>5</i>	
Reference List included (1); appropriate references (1)	<i>2</i>	
No grammar or spelling errors (2); logical flow of ideas (2); good choice of words (1)	<i>5</i>	
Presentation of Analysis – included main points of analysis (2); spoke clearly and projected well (2); spoke to us not the SmartBoard (2); proper English (2); sounded convincing and knowledgeable (2)	<i>10</i>	
PowerPoint followed guidelines presented in class; added to the verbal presentation: • Appropriate use of graphics (1) • Size and font style appropriate (1) • No more than 3 text slides in a row (1) • Visually pleasing; conveyed the message (1) • Appropriate use of PP features like SmartArt, tables and so forth (1)	<i>5</i>	
	<i>50</i>	

Comments: