



**ITSC 1392-101H3**  
**Special Topics: Blue Prism II**  
**Spring 2025**  
**Tuesdays 2:00 pm to 4:50 pm**

**INSTRUCTOR INFORMATION:**

**Instructor:** Dr. Suleyman Tari  
**E-mail:** stari@com.edu  
**Phone:** 409-933-8816 (office) / 773-368-3921 (cell)

**STUDENT HOURS AND LOCATION:**

Mon, Wed: 5:00 pm - 6:15 pm in my office S325-21  
Tuesday: 5:00 pm - 6:00 pm in my office S325-21  
Thursday: 5:00 pm - 9:00 pm **virtual (by appointment)**

**REQUIRED TEXTBOOK/MATERIALS:**

- Blue Prism (BP) Portal: Learning Management System LMS)
- Register to Portal at: <https://portal.blueprism.com/user/login?destination=/>
- BP Class resources: resources are online at BP Portal and on **D2L**.
- BP Application software

**COURSE DESCRIPTION:**

- “Special Topics: Blue Prism II” is the second class in Blue Prism towards completing “Associate Developer Certificate” preparation in Robotic Process Automation (RPA).
- The laboratory is an integrated component of this course whose function is to aid the student to have hands on training.
- Prerequisite: Successful completion of Blue Prism I (Integrated Software applications III) is required.

**COURSE REQUIREMENTS:**

**Grading**

- BP Intelligent Automation, Credentials and Credential Manager, Advanced-Data Item, Advanced Attribute Matching, Process Templates must be completed.
- There will be a project (BP Consolidation Exercise) to be completed.

**Methods of Instruction: HYBRID**

**Class online:** The class part will be ONLINE (time self-determined)

- Students will cover the materials on BP-LMS (watch videos, review class notes etc.) before the lab day (Tuesdays).
- Class notes will be on **D2L** as well as on BP-LMS

**Labs at COM campus room 152:**

- The Labs will be held in the computer classroom, S 152, on Tuesdays 2:00 pm -4:50 pm.
- Students will practice the materials covered online via BP-LMS in the classroom using BP software.

**DETERMINATION OF COURSE GRADE/DETAILED GRADING FORMULA:**

The details of how each item will be added to your final total are shown in the following chart.

**Exams:**

- There will be 1 midterm test, and the test will be taken in the classroom using D2L.

**Project**

- There will be a project presentation.
- Students will present the “Consolidation Exercise” project at the final week.

Type of Assessment	% of the FINAL grade
Midterm Exam	30
Project	60
Attendance	10
Total	100

Percentage	Letter Grade
90 – 100%	A
80 – 89%	B
70 – 79%	C
60 – 69%	D
0 – 59%	F

**LATE WORK, MAKE-UP, AND EXTRA-CREDIT POLICY:**

**Late work and make-up policy**

- All ONLINE assignments must be completed before the due dates. Extension for any assignment may be granted in case of emergencies prove must be submitted.

**ATTENDANCE POLICY:**

**Labs:**

- You are expected to attend all the Labs (16 weeks).
- Please be present in the class at 2:00 pm sharp.
- Labs are hands on. We cannot make up Lab time.

**COMMUNICATING WITH YOUR INSTRUCTOR:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statements requiring monitoring and communication expectations via D2L or other LMS)

**BPII**

**STUDENT LEARNER OUTCOMES:**

Upon successful completion of this course, students will have acquired all the practical skills and knowledge listed below.

Students will learn how to use Blue Prism.

- Intelligent Automation
- Credentials and Credential Manager
- Advanced-Data Items
- Advanced Attribute Matching
- Process Templates

Students will be able to complete a “**Case study**” as a final project.

Students will be prepared for the Blue Prism “**Associate Developer Certificate**” exam.

**ACADEMIC DISHONESTY:**

- College of the Mainland is committed to a high standard of academic integrity. In becoming a part of the academic community, students are responsible for honesty and independent effort. Incidents of academic and scholastic dishonesty (including cheating, plagiarism, and collusion) will be dealt with in a manner consistent with College Policy and the Student Handbook.
- Violations may result in a penalty. The maximum penalty will be a grade of “F” for the course. Violations may also be reported to the Judicial Coordinator as instances of *Inappropriate Behavior*. Please see the section on Privileges and Obligations in the Student Handbook for a more complete discussion of *Inappropriate Behavior*, and of your rights and responsibilities.
- There are many situations where you will be required to submit written work to earn points. It is important that the work you submit be your own. You cannot copy the work of another, or have your work copied by another. Doing so will be considered a violation of Academic Honesty.
- The work that you submit must be a product of your own mind. When completing assignments, for example, you are encouraged to collaborate with others to try to come to an understanding. But when you set pen to paper to write your answer, what you write must be a product of your own mind. When identical, or nearly identical, writings are submitted by students, it will lead me to suspect that work was copied. You could then be in violation of the standards of academic honesty, as described above.

**STUDENT CONCERNS:**

If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact the department chairperson, Professor Sheena Abernathy, either in person, by telephone at 409-933-8330, or by email at [sabernathy@com.edu](mailto:sabernathy@com.edu)

**COURSE OUTLINE:****ITSC 1392-H3 Special Topics: Blue Prism –Tentative Course Schedule**

<b>Week</b>	<b>Date</b>	<b>Blue Prism Foundation Training</b>	<b>Labs. Room S152</b>
<b>1</b>	Jan 14	<b>Sec1:</b> Introduction to RPA, Accessing Blue Prism Training Environment, set up, Learning edition. <a href="#">Review of BPI (watch video)</a> <b>Sec2:</b> Intelligent Automation	
<b>2</b>	Jan 21	<b>Sec3:</b> Credentials and Credential Manager	
<b>3</b>	Jan 28	<b>Sec4:</b> Advanced Attribute Matching	
<b>4</b>	Feb 4	<b>Sec5:</b> Advanced-Data Items	
<b>5</b>	Feb 11	<b>Sec5:</b> Advanced-Data Items	
<b>6</b>	Feb 18	<b>Sec6:</b> Consolidation Exercise 1	
<b>7</b>	Feb 25	<b>Sec6:</b> Consolidation Exercise 2	
<b>8</b>	March 4	<b>Sec6:</b> Consolidation Exercise 3	
<b>9</b>	<b>March 11</b>	<b>No Class, Spring Break</b>	
<b>10</b>	March 18	<b>Sec6:</b> Consolidation Exercise 4	
<b>11</b>	March 25	<b>Sec6:</b> Consolidation Exercise 5	
<b>12</b>	April 1	<b>Sec7:</b> Process Templates.	
<b>13</b>	April 8	<b>Sec7:</b> Process Templates	
<b>14</b>	<b>April 15</b>	<b>Exam</b>	
<b>15</b>	April 22	<b>Sec8:</b> Preparation for the Certificate Exam	
<b>16</b>	April 29	<b>Sec8:</b> Preparation for the Certificate Exam	
<b>17</b>	<b>May 6</b>	<b>Certificate Exam TBD</b>	

Changes to this syllabus could be made at the discretion of the instructor and will be announced **in class** and **on D2L**.

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### Institutional Policies and Guidelines

**Grade Appeal Process: Concerns** about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook [https://www.com.edu/student-services/docs/Student\\_Handbook\\_2024-2025\\_v2.pdf](https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_v2.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services: College** of the Mainland is committed to providing students with the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodation is requested to contact: Kimberly Lachney, Student Accessibility Services Coordinator  
Phone: 409-933-8919  
Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)  
Location: COM Doyle Family Administration Building, Student Success Center

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is February 26. The last date to withdraw from the 16-week session is April 21. The last date to withdraw for the 2<sup>nd</sup> 8-week session is April 30.

**FN Grading:** The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

#### **Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

#### **Nondiscrimination Statement:**

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.