



**ITSW-1391-101H3**  
**Special Topics: Blue Prism I**  
**Fall 2025**  
**9:30 am to 12:20 pm**  
**Tuesdays**

**INSTRUCTOR INFORMATION:**

**Instructor:** Dr. Suleyman Tari

**E-mail:** stari@com.edu

**Phone:** 409-933-8816 (office) / 773-368-3921 (cell)

**OFFICE HOURS AND LOCATION:**

Monday: 5:00 pm-6:00 pm, office S325-21

Tuesday: 8:00 am-9:30 am, office S325-21

Wednesday: 5:00 pm-6:00 pm, office S325/21

Thursday: 4:00 pm-8:00 pm **virtual**

**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**.

**COURSE DESCRIPTION:**

- Blue prism I is an Introductory class to understand the principles of Robotic Process Automation (RPA) environment using BP.
- The laboratory is an integrated component of this course whose function is to aid the student to have hands on training.
- Prior knowledge of excel spreadsheet is recommended.
- Prerequisite: Non.

**COURSE REQUIREMENTS:**

**Grading**

- Blue Prism foundation training must be completed.
- Quizzes after each section must be completed before Tuesday Lab time.
- There will be a project (case study) to be completed at the end of semester (last three weeks of classes)

**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 8:00 am -10:50am.
- During lab time a quiz will be completed about each related section (chapter).
- 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 2 tests.
- Tests will be given in the classroom using D2L.

**Quizzes:**

- There will be a quiz for each Section (total 10 quizzes) during lab time.
- Quizzes will be taken on D2L in the classroom.

**Project**

- There will be a project presentation.
- Students will present their project at the final week.

Type of Assessment	% of the FINAL grade
Foundation Training	20
Exams (10+10)	20
Quizzes	20
Project	30
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 sharp 8:00 am. The quiz will start at 8:05 am.
- If you are late, you will miss the quiz and there is no make-up for the quiz.
- 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 statement requiring monitoring and communication expectations via D2L or other LMS)

**STUDENT LEARNER OUTCOMES:**

Upon successful completion of this course, students will have acquired all the practical skills and knowledge required to build an end-to-end Blue Prism solution listed below.

Students will

- Understand the use and functionality of RPA.
- Understand the logic of programming.
- Learn Blue Prism user interface.
- Use Blue Prism tools in process studio to create “Processes”.
- Build “Business Objects” to interact with desktop and web applications.
- Run processes from Control Room in Blue Prism
- Handle Exceptions (errors in creating process and business objects)
- Use the “Work Queue” functionality of Blue Prism.

**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:**

**ITSW-1391-101H3 Special Topics: Blue Prism I –Tentative Course Schedule**

Week		Date	Blue Prism Foundation Training	Labs. Room S152
1	Aug	19	<b>Sec1:</b> Introduction to RPA, Accessing Blue Prism Training Environment, set up, Learning edition. <a href="#">Review of excel spreadsheet (watch video)</a>	
2		26	<b>Sec2: Process Studio</b> Introduction to process studio, Process studio interface, Decision stage, Calculation stage, Data items, Process validation	Quiz 1  Quiz 2
3	Sep	2	<b>Sec3: Process flow</b> Circular path, Controlling Play, Collections and loops, Layers of logic	Quiz 3
4		9	<b>Sec4: Inputs and Outputs</b> Input parameters, Stepping and pages, Data item visibility and data types Output parameters, Control room, Process outputs	Quiz 4
5		16	<b>Sec 5: Business Objects</b> Introduction to business objects Business and action stages	Quiz 5
6		23	<b>Exam 1</b>	
7	Oct	30	<b>Sec 6: Object Studio</b> Business object and application modeler Application modeler attributes, Navigate stage	
8		7	<b>Sec 6: Object Studio</b> Wait stage, Throttle and unconditional waits, Unique attributes, Press, Attach and detach,	
9		14	<b>Sec 6: Object Studio</b> Read stage, Actions, Action input and outputs Multiple business objects	Quiz 6
10		21	<b>Sec 7: Exception management overview</b> <b>Sec 8: Exception management</b> Introduction to exception handling Recovery mode Throwing exceptions and exception properties	Quiz 7
11		28	<b>Sec 8: Exception management</b> Exception bubbling preserving the current exception. Blocks	Quiz 8
12	Nov	4	<b>Sec 9: Work Queues</b> Working items, Queue items Work queue configuration Deferring items, Exception item retries	Quiz 9
13		11	<b>Sec 10: Additional features</b> Release manager <b>Project Subject will be assigned</b>	Quiz 10
14		18	<b>Exam 2</b>	
15		25	<b>Project Review</b>	
16	Dec	2	<b>Presentations</b>	

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

---

## 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/student-handbook.html>. *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 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 October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2<sup>nd</sup> 8-week session is November 25.

**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.