

# Management Information Systems – MGMT 3343.DS1

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The course provides a foundation in the theory and practical application of information systems within an organization. Managing, analyzing, designing, and implementing an MIS will be the focus of the course. Strategic value, methodologies, quality, decision making, modeling, re-engineering, software, hardware, and ethics will all be included.

This course is an introduction to Management Information Systems solutions through business-driven information systems. Focused on business concepts first and the technology that supports it second. We will have students APPLY what they have learned. This approach allows students to understand that business initiatives drive technology choices and decisions. We will incorporate numerous exercises to help students apply critical thinking elements in the course. Business Driven Information Systems 7e is designed to give students the ability to understand how information technology can be a point of strength for an organization. This text is available with Connect for complete interactive exercises, while other activities in the course develop communication skills and teamwork.

This course is an online 8-week asynchronous course that utilizes Blackboard and the McGraw-Hill's Connect learning system.

## Prerequisites

**Knowledge:** Students should have junior or senior standing at the university level.

**Technology:** To access to course materials and exams you will need reliable Internet and a word processing product such as Microsoft Word. For access to materials, you will need to purchase an access code either from the ASU bookstore or directly from McGraw Hill.

## Course Objectives/Learning Outcomes

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### Course Objectives

Completing this course will enable the students to:

1. Recognize contemporary MIS theory and how information systems support business strategy, business processes, and practical applications in an organization.
2. Interrelate how various support systems can be used for business decisions and to sustain competitive advantage.
3. Describe how the Internet and World Wide Web provide a global platform for e-business, business mobility and communications, collaboration, and cloud computing.
4. Express the proven value of, and relationship between business data, data management, and business intelligence.
5. Analyze systems development and project management methodologies.
6. Combine analytical thinking, creativity and business-problem-solving as applied to ongoing MIS challenges, future trends, and relevant case studies.
7. Express ethical awareness and moral reasoning applied to a MIS problem, issue or case study.

## Classroom Philosophy

Upon completion of this course:

1. The student should be able to analyze, evaluate, and make recommendations regarding business technology and decisions.
2. Students will be able to identify problems but also generate solutions and make recommendations based on a logical and thorough analysis of the alternatives. (Problem Solving)
3. Students will be required to evaluate techniques and processes to think differently and to solve and resolve problems by using technology, making informed decisions. (Critical Thinking)
4. Through written and oral analyses of cases, students will further strengthen and enhance their skills in effective communication. All assignments and presentations will be prepared in professional language and format. (Communication)
5. Students will work collaboratively, demonstrating courtesy, using appropriate etiquette, in preparing and delivering presentations. (Team Work)

## Course Book, Required Readings, and Instructions

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Baltzan, Business Driven Information Systems, **Seventh Edition**

Loose-leaf with ConnectAccess

ISBN#: 9781264300709

IMPORTANT: This is a loose-leaf text plus an online version of the text book and it is bundled with the McGraw Hill LearnSmart Learning Management System. You must have access to the online version to complete your reading assignments and chapter quizzes. While the online-only version is also available (without the loose-leaf bundle), I highly recommend that you also buy the loose leaf printed copy because you will find it useful when you take your open book, open note, online tests. This bundle is available only from the ASU bookstore or McGraw Hill directly. (I also recommend you shop for price differences between the publisher directly and the bookstore. You will not be able to share access or buy a used textbook and still complete your assignments.

PDF versions of the PowerPoint slides are available upon request for each chapter as a study guide as well as test reference materials on Blackboard under specific chapter folders where applicable.

## Course Instructor

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**Jason Brown**

**Adjunct – Management and Marketing**

**Office:** Rassman 201A

**Phone:** (325) 486-6688

**E-mail:** [jason.brown@angelo.edu](mailto:jason.brown@angelo.edu)

**Office Hours:** 9am-11am; 2pm-2:45pm M-F by appointment. You can contact me through the messaging system within Blackboard or alternatively via my email to setup an appointment.

**Class Meeting Times:** This class is online and is intended to be asynchronous. All activities and assignments due according to Central Time Zone

**Technical Support:** The Technology Service Center (TSC) may be contacted by calling (325) 942-2911, 1-866-942-2911 or by email at [helpdesk@angelo.edu](mailto:helpdesk@angelo.edu)

## General Grading Policies

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The grading scale is as follows:

A 90%-100%

B 80%-89%

C 70%-79%

D 60%-69%

F Below 60%

Assignments	Each worth	Course Totals
9 SmartBooks	10	90
Introduction Discussion Board	50	50
What is MIS Discussion Board	50	50
6 Chapter Exams	20	120
Research Paper	300	300
Final Exam	100	100
<b>Total</b>		<b>710</b>

*Except in cases of actual error, final grades are permanent.*

## Research Paper

This is an individual research assignment. I expect each student to write their own research paper based on the topic they choose. You may choose from one of the six topics listed below. I will use “turn it in” to monitor each individual research paper for originality and proper citation of external sources, and I expect that at least 75% of the words on your individual papers to be original.

The objective of the individual research paper is for each student to become an expert in most of the material that is outlined in the chosen topic.

## Exams

There will be 6 Chapter Exams in this course. Upon completion of specified chapters each week, a chapter exam will be given based on the covered chapter(s). This count does not include the final exam. The exams will be made available during the week of the assigned module. There are no make-up exams unless you have a college excused absence. If you are traveling on behalf of ASU, then you must contact me, before the exam date to set up an alternative time to take the exam. If you miss an exam, that grade will be a zero when computing your final average in the class. All exams are online and must be taken during the specified times unless otherwise instructed.

Changes in exam dates will be announced. (The course schedule provided below is a tentative schedule and subject to change) Please be sure to carve out time in your schedule to focus on exams.

**Final Exam:** The final exam will be cumulative in nature and be given online. The exam will be given during finals week and will be timed.

## Late Work

No late work (exams or assignments) will be accepted for any reason. This means that you should plan ahead to complete assignments and exams early. Do not wait until one hour before an exam or assignment is due to try and complete it. **Remember Murphy's Law: Whatever can go wrong will go wrong, and at the worst possible time.** If a student procrastinates, this law usually applies.

You are responsible for all material covered and all assignments given, regardless of personal illness, family emergency, or computer system failures. Reasonable deadlines have been set to ensure that you have ample time to complete all assignments, given that you do not wait until the last minute.

## Extra Credit Work

There is no extra credit work for individuals. Extra credit opportunities for individuals discriminate against students who submit their work in good order and on time; therefore, I don't allow extra credit assignments, unless I do so for the entire class. If you keep up with your regular work, there will be no need for extra credit work; however I reserve the right to offer extra credit assignment to enhance the student experience.

# University and Course Policies

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## Class Participation

Students are required to come to class according to the ASU attendance policy. The online course is a three-credit course that, requires a minimum of 4-6 hours a week on study and other activities each week over the 8-week semester.

This is an online course, but it is not a self-paced study. You will only be able to access active course materials during posted available dates. The general purpose of this is to keep the class together so that everyone will be together on any discussions, assignments, quizzes, and exams. Therefore, there is something of a limited window of opportunity for "attending" and participating in each "class".

## Communication with Your Instructor and Fellow Students

All written communications in this course should be well written, using correct punctuation, capitalization, and grammar. Without proper punctuation, I have no idea where sentences begin and end. Please do not write u for "you," "i" for "I," "cuz" for "because," etc. This is a university course, and correspondence should reflect that.

You may communicate with the class as a whole through online discussion forums or through Google Hangouts. These forums and hangouts allow you to communicate with your fellow students and with me. I

encourage you to use these tools to ask questions and to exchange ideas, resources, and comments about your course work with other students in this course.

You may communicate with me via my office phone during office hours, through ASU email or through my online office hours. I check my ASU email very often during the day. I may or may not be able to check my email on the weekend or holidays or in the evenings, so you should plan accordingly.

You must check your ASU email account regularly because this (in addition to Blackboard announcements) is the primary means of communication about your course.

## **Policy on Server Unavailability or Other Technical Difficulties**

Angelo State University is committed to providing a reliable online course delivery system to all users. However, in the event of any unexpected Blackboard server outage or any ASU technical difficulty, which prevents students from completing a time sensitive activity, I will extend the due date and provide an appropriate accommodation based on the situation. The accommodations will be made as soon as the ASU IT Department confirms that there was such a problem. Students should report any problems to the instructor through their ASU email account and also email [elarning@angelo.edu](mailto:elarning@angelo.edu).

Similarly, while LearnSmart (McGraw-Hill) is a third-party vendor that should not have issues, they do happen. I will evaluate issues caused by Blackboard and McGraw-Hill accordingly. LearnSmart (Connect) resources and help are available from McGraw Hill online at: <http://mpss.mhhe.com/contact.php>

Note that this does not apply to individual technical problems that you may encounter on your personal computer. It is the responsibility of the student to work with a reliable computer and Internet connection and plan ahead. One of my favorite sayings is; "*Lack of planning on your part, does not constitute an emergency on mine!*".

## **Academic Honesty and Integrity**

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and complying with the university Academic Honor Code, which is in both print and web versions of the ASU Student Handbook.

Academic integrity is expected. This includes, but is not limited to, any form of cheating, plagiarism, unauthorized sharing of work, or unauthorized possession of course materials. The professor assumes that all students can be trusted. Please do not violate this trust. Violation of academic integrity will result in a failing grade for the course.

It is the professor's intention to be as fair and impartial as is humanly possible. Therefore, all students will be asked to adhere to the same set of guidelines and rules UNLESS there are disabilities or documented extenuating circumstances that have been discussed with the professor and the Student Life Office. Please make sure you inform the professor as soon as any situation arises. Do NOT wait until the problem is compounded by poor class performance, poor attendance, etc.

## **College of Business - Code of Ethics**

Students, faculty, administrators and professional staff of the College of Business should always:

- Be forthright and truthful in dealings with all stakeholders
- Take responsibility for one's actions and decisions
- Serve as an example of ethical decision-making and behavior to others
- Admit errors when they occur, without trying to conceal them
- Respect the basic dignity of others by treating them as one would wish to be treated

## Courtesy and Respect

Courtesy and respect are essential ingredients to this course. We respect each other's opinions and respect others points of view at all times while in our class sessions. The use of profanity and harassment of any form is strictly prohibited (Zero Tolerance), as are those remarks concerning one's ethnicity, life style, religion, etc., violations of these rules will result in appropriate disciplinary actions.

## Accommodations for Disability

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

The Office of Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student's responsibility to initiate such a request by contacting:

Dallas Swafford  
Director of Student Disability Services  
Office of Student Affairs  
325-942-2047  
dallas.swafford@angelo.ed  
University Center, Room 112

## Student absence for religious holidays

As stated in the Angelo State University Operating Policy and Procedures (OP 10.19 Student Absence for Observance of Religious Holy Day), a student who intends to miss class to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

## Course Drop

To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit [http://www.angelo.edu/services/registrar's\\_office/course\\_drop\\_provisions.php](http://www.angelo.edu/services/registrar's_office/course_drop_provisions.php).

## Incomplete as a Course grade

As stated in the Angelo State University Operating Policy and Procedure (OP 10.11 Grading Procedures), the grade "I" is given when the student is unable to complete the course because of illness or personal misfortune. For undergraduates, an "I" that is not removed before the end of the next long semester automatically becomes an "F". A graduate student will be allowed one year to remove a grade of "I" before it automatically becomes an "F". To graduate from ASU, a student must complete all "I's".





## Grade Appeal Process

As stated in the Angelo State University Operating Policy and Procedures (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, has experienced inequitable evaluation procedures, or inappropriate grading practices, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the grade appeal process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at: <http://www.angelo.edu/content/files/14196-op-1003-grade-grievance>.

## Course Outline

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21 March – 27 March

Week 1

- Complete the Introduction discussion board in the [START HERE] folder.
- Complete the "What is MIS to YOU" discussion board below.
- Complete the Chapter 1 SmartBook
- Review the Chapter 1 Lectures
  - Ch 1 - Business Driven MIS
- Complete the Chapter 1 Exam

28 March – 3 April

Week 2

- Complete the Chapter 2 and 3 SmartBooks
- Review the Chapters 2 and 3 Lectures
  - Ch 2 - Decisions and Processes: Value Driven Business
  - Ch 3 - Business: Electronic Business Value
- Complete the Chapters 2 and 3 Exam

4 April – 10 April

Week 3

- Complete the Chapter 4 SmartBook
- Review the Chapter 4 Lecture
  - Ch 4 - Ethics and Information Security: MIS Business Concerns
- Complete the Chapter 4 Exam

11 April – 17 April

Week 4

- Complete the Chapter 5 and 6 SmartBooks

- Review the Chapters 5 and 6 Lectures
  - Ch 5 - Infrastructures: Sustainable Technologies
  - Ch 6 - Data: Business Intelligence
- Complete the Chapters 5 and 6 Exam

18 April – 24 April

Week 5

- Complete the Chapter 7 and 8 SmartBooks
- Review the Chapters 7 and 8 Lectures
  - Ch 7 - Networks: Mobile Business
  - Ch 8 - Enterprise Applications: Business Communications
- Complete the Chapters 7 and 8 Exam

25 April – 1 May

Week 6

- Complete the Chapter 9 SmartBook
- Review the Chapter 9 Lecture
  - Ch 9 - Systems Development and Project Management: Corporate Responsibility
- Complete the Chapter 9 Exam

2 May – 8 May

Week 7

- Turn in your Individual Research Paper
- Complete any outstanding SmartBook Assignments

9 May – 13 May

Week 8

- Complete the final exam for the course

*\*\*This schedule is subject to change. For the most current information, please review the schedule within the course.\*\**