



SYLLABUS

Course: CIS 4350 – Management of Information Systems

Meeting times: Tues/Thurs 5:30-6:45pm

Instructor: Randy Brown

Telephone: 254-519-5462 (Office)

Office location: FH 323-J

Office Hours:

Tuesday & Thursday 2:00 - 5:00 p.m.

Also by appointment

Department: College of Business/CIS Department, FH 323

Department Phone: 254-519-5437

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Term: Fall 2017

Meeting location: FH 308

Email: Use Canvas First
rwbrown@tamuct.edu

Class Website: Canvas: <https://tamuct.instructure.com> For questions and technical support on using Canvas, please contact the Canvas help desk at: (254)519-5466 or (979)845-8300.

Mode of instruction and course access:

This course is a Face-to-Face course; however, we will use the TAMUCT Canvas Learn System extensively – pretty much for all but the lectures. You will use the Canvas username and password communicated to you separately to logon to this system. The course syllabus, schedule, supplemental readings, class announcements, power point slides, learning modules, homework assignments, exams and other course related documents will be posted on Canvas. Each student is responsible for the posted material, and should check the Canvas at least weekly for updates. The course outline in this syllabus shows the basic schedule for the semester.

Student-instructor interaction:

Please send all course related correspondence to me using Canvas Inbox. Please use TAMUCT email only when Canvas is not available and for NON-Course related correspondence. I check messages several times a day during the week and at least once during the weekends. I will try to respond within 24 hours during Monday through Thursday and within 48 hours on Friday through Sunday. Please do not hesitate to stop by my office during the scheduled office hours or contact me via phone / Canvas email or TAMUCT email, if there are any personal problems or challenges that are hindering your regular progress in the course.

UNILERT

Emergency Warning System for Texas A&M University – Central Texas

UNILERT is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in UNILERT through their myCT email account. Connect at www.TAMUCT.edu/UNILERT to change where you receive your alerts or to opt out. By staying enrolled in UNILERT, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

1.0 Course Overview and Description:

This course investigates management issues related to business information systems designed to meet the informational needs of the various business subsystems. The concepts stressed are systems development, security, privacy, and ethics associated.

Note: This is a writing intensive course; meaning that at least 60% of a student's grade is from written exercises. A student that does not successfully complete these assignments cannot pass the course.

2.0 Course Objective:

This course gives students a solid and detailed foundation in the principles of information systems through the most recent research, references, and examples in the field. Students will explore topics such as multimedia in today's business, application development for the iPhone, iPad, and similar devices, cloud computing, forecasting, and environmental design and green computing. Business-related examples of supply chain management (SCM) and customer relationship management (CRM) are provided as well. Finally, students will discuss communities and work structures, including how social networking sites, such as Facebook and Twitter, are assisting virtual teams and how companies are effectively using virtual organizational structures with mobile workers.

2.1 Student Learning Outcomes:

- Describe at least three (3) reasons how a computer system is an asset for a business.
- Describe at least two (2) ways that an information systems can affect the organizations of a business.
- Describe at least three (3) methods used for knowledge management
- Describe how project management techniques are employed to build information systems.
- Describe at least three (3) of the basic security issues affecting an information system
- Describe at least three (3) issues about managing an international information systems
- Describe the total cost of ownership issues for an information system and identify the three (3) major cost drivers.
- Describe at least three (3) issues of electronic commerce
- Describe one of the more popular methods of organizing an information system, and describe at least one (1) management strategy.
- Describe the different technology infrastructures – hardware, software, data, and networks
- Describe at least three (3) of the ethical and social impact of information systems
- Describe at least three (3) of the ethical responsibilities of information system managers.
- Describe at least two (2) types of information systems.

2.2 Competency Goals Statements (certification or standards)

None

3.0 Required Reading and Textbook(s):

Principles of Information Systems, 12th Edition
Ralph M. Stair; George Reynolds
Cengage Learning
ISBN: 978-1-337-15531-1

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Supplemental Material: The course textbook will be supplemented with other materials including handouts, oral presentations, industry articles, research paper readings, case studies, Power Point presentations etc.

Required Reading: The student is expected to read and review all material presented in the assigned chapter prior to class.

COURSE REQUIREMENTS

4.0 Course Requirements:

Students are required to successfully complete a self-introduction, 14 quizzes, 4 exams, a research paper proposal, a research paper – first draft, a research paper – final version, and a case study.

Introduction Task

Write a short biography and to explain what they hope to get from this class in the discussion board. Include a head and shoulder photo of yourself – professional style, not a selfie. Additionally, update your Blackboard profile and include a photo avatar (could be a selfie style if you like). (10 points)

Quizzes and Exams

Each of the 14 quizzes will cover the material from a single chapter, and contain 10 multiple-choice questions. Students may take the quizzes multiple times up until the due date for those chapters. Late submissions will be penalized 10% of grade per day late.

Each of the 3 of the 4 exams are 50 multiple choice and/or possibly short answer questions and will only cover the material in the last chapters covered since the last exam. There will be a Final Comprehensive Exam covering all chapters. The Final will be a 100 multiple choice and/or possibly short answer questions. If accepted, late submissions will be penalized 10% of grade per day late.

Proposal

Writing a term paper proposal (50 Points) requires a topic, a working title and a clear intention of the paper you are planning to write. The purpose of the proposal is to present a working title and detailed description of the paper so that an instructor can give corrections and adjustments for beginning the term paper. Doing enough prep work for the proposal will give you a clear and logical plan to getting started on writing a draft of your eventual final paper. Late submissions will be penalized 10% of grade per day late.

Step 1

Pick a topic that is familiar or of interest selected from an area covered in the course book. The topic must have a mixture of technology with business in organization.

Step 2

Write a brief description of the paper topic. Be sure to include the paper title even if it is a tentative one.

Step 3

Include in the proposal a topic framework of the various sections that the topic will cover.

For example: A proposal framework might include a 'Background' section about the topic, and a 'Purpose' section which covers the questions to be answered by the term paper. Additionally, a 'Results or Findings' section might also be appropriately included, describing how the paper would fulfill the questions. Include any other framework that might be appropriate.

Step 4

In addition to the topic description and framework, a 'Significance of the Paper' section must be included describing why the topic is important. Remember to be as brief as possible yet thorough because you are only providing an idea of what readers can expect to see in the upcoming draft.

The proposal topic description, framework, and significance should only be approximately one to two pages long (**single spaced**).

Step 5

Lastly, on its own page, include a minimal list of at least four (**4**) **peer-reviewed** journal article references that serve as the basis of your topic and to be included in your draft as well as the final version of the paper.

A rubric for grading the proposal can be found in Canvas.

First Draft of Paper / Final Version of Paper

Each student is required to prepare a full draft of the term paper on the approved proposed topic. Submitting a paper without an approved proposal will result in a 0. There are no page limitations, but a decent term paper is typically a minimum of 12 pages of 'body' (approximate minimum is 2,000 words). However, Minimum Requirements = Minimum Grade). The term paper must be in **APA format**. Late submissions will be penalized 10% of grade per day late.

A rubric for grading the draft and paper can be found in Canvas.

APA format support is offered by the TAMUCT Writing Center.

<http://www.tamuct.edu/departments/academicsupport/tutoring-services.php>

Each student will submit a **full paper** twice. The student will submit the paper's **FIRST DRAFT** for preliminary grading (100 points). After the student has used the rubric feedback of the first draft to improve the paper, the student will then submit the **FINAL VERSION OF THE PAPER** for grading (200 points). Late submissions will be penalized 10% of grade per day late.

Case Study

- Select a company that operates globally. Use the Internet and any other available sources to gather information on the company. Research the strategies the company is using to achieve a competitive advantage based on lessons from the textbook.

- Based on your research and course material, write a case study report paper **a)** describing the company, **b)** some of the possible benefits that the company might have gained by operating globally, **c)** the technology used to support a global position and **d)** the IT strategy used to gain market share and retention.
- Provide recommendations of the type(s) of technology, and methods by which the technology could support decision making.
- Also, describe any challenges that the company has faced or is currently facing as a result of operating in a global society.
- ****The last section of the report should make suggestions on improving the company's standings in various areas that you determined needs improvement base on the textbook. This section should include the rational of your recommendation.**
- The report should be of executive meeting presentation quality. The "body" of the document (excluding title page, references, tables and figures) should be a minimum of 8-10 double spaced pages long and include at least 1 table, and at least 1 figure and any necessary references.

****Critical**

Late submissions will be penalized 10% of grade per day late.
A rubric for grading the Case Study can be found in Canvas.

5.0 Grading Criteria:

Required Activity	Quantity	Points	Total
Introduction	1	10	10
Quizzes	14	10	140
Exams	3	100	300
Final – Comp.	1	100	100
Proposal	1	50	50
First Draft of Paper	1	100	100
Paper	1	200	200
Case Study	1	100	100
Total			1,000

Point Range	Letter Grade
1,000-900	A
899-800	B
799-700	C
699-600	D
599-0	F

CALENDARS AND COURSE OUTLINE

6.0 Complete Course Calendar:

Important Dates

August 28, 2017 Monday First day of fall semester classes
 August 28, 2017 Monday Add/Drop/Late Registration Begins
 August 30, 2017 Wednesday Add/Drop/Late Registration Ends
 September 4, 2017 Monday Labor Day – Holiday
 September 13, 2017 Wednesday Last day to drop courses with no record (16-week classes)
 October 6, 2017 Friday Deadline to submit graduation application for participation in the commencement ceremony
 October 20, 2017 Friday Welcome Back Picnic
 November 3, 2017 Friday Last day to drop a course with a “Q” or withdraw with a “W” (16-week classes)
 November 10, 2017 Friday Veterans Day
 November 23-24, 2017 Thanksgiving
 December 6, 2017 Wednesday Last day to file for Degree Conferral (Registrar’s Office)
 December 8, 2017 Friday Restricted Student Activities period
 December 15, 2017 Friday Last day to withdraw from the university
 December 15, 2017 Friday Fall Term Ends

Week	Date	Readings	Tasks Due by the beginning of next class
1	8/29	Read the Syllabus Chapter 01 - An Introduction to Information Systems	Personal Introduction Discussion Board
	8/31	Chapter 02 - Information Systems in Organizations	Ch1 Quiz
2	9/5	Chapter 02 - Continued	Ch2 Quiz
	9/7	Chapter 03 - Hardware: Input, Processing, Output, and Storage Devices	
3	9/12	Chapter 03 - Continued	Ch3 Quiz
	9/14	Chapter 04 - Software: Systems and Application Software	
4	9/19	Chapter 04 - Continued	Ch4 Quiz
	9/21	Chapter 05 - Database Systems and Applications	
5	9/26	Chapter 05 - Continued	Ch5 Quiz
	9/28	Exam 1 "Review" (Ch. 1-5)	Exam 1 "Review"
6	10/3	Exam 1 (Ch. 1-5)	Exam 1 (Ch. 1-5)
	10/5	Chapter 06 - Telecommunications and Networks	Paper Proposal Due
7	10/10	Chapter 06 - Continued	Ch6 Quiz
	10/12	Chapter 07 - The Internet, Web, Intranets, and Extranets	
8	10/17	Chapter 07 - Continued	Ch7 Quiz
	10/19	Chapter 08 - Electronic and Mobile Commerce	
9	10/24	Chapter 08 - Continued	Ch8 Quiz
	10/26	Chapter 09 - Enterprise Systems	
10	10/31	Chapter 09 - Continued	Ch9 Quiz
	11/2	Chapter 10 - Information and Decision Support Systems	Ch10 Quiz Draft - Term Paper Due
11	11/7	Exam 2 "Review" (Ch. 6-10)	Exam 2 "Review"
	11/9	Exam 2 (Ch. 6-10)	Exam 2 (Ch. 6-10)

12	11/14	Chapter 11 - Knowledge Management and Specialized Information Systems	Ch11 Quiz
	11/16	Chapter 12 - Systems Development: Investigation and Analysis	
13	11/21	Chapter 12 – Continued, Start Chapter 13?	Ch12 Quiz
	11/23	Thanksgiving Holiday – NO CLASS!	
14	11/28	Chapter 13 - Systems Design, Implementation, Maintenance, and Review	Ch13 Quiz Final Term Paper Due
	11/30	Chapter 14 - The Personal and Social Impact of Computers	Ch14 Quiz Case Study Due
15	12/5	Exam 3 "Review" (Ch. 11-14)	Exam 3 "Review"
	12/7	Exam 3 (Ch. 11-14)	Exam 3
16	12/12	Final "Review" Comprehensive	Final "Review"
	12/14	Comprehensive Final (Due 12/15/17)	Exam (Due 12/14/17) Semester Ends (12/15/17)
*This syllabus and schedule are subject to change.			

COURSE AND UNIVERSITY PROCEDURES AND POLICIES

7.0 Drop Policy

If you discover that you need to drop this class, you must go to the Records Office and ask for the necessary paperwork. Professors cannot drop students; this is always the responsibility of the student. The record's office will provide a deadline for which the form must be returned, completed and signed. Once you return the signed form to the records office and wait 24 hours, you must go into Warrior Web and confirm that you are no longer enrolled. Should you still be enrolled, FOLLOW-UP with the records office immediately? You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the deadline or fail to follow the procedure, you will receive an F in the course.

8.0 Academic Integrity

Texas A&M University - Central Texas expects all students to maintain high standards of honor in personal and scholarly conduct. Any deviation from this expectation may result in a minimum of a failing grade for the assignment and potentially a failing grade for the course. All academic dishonesty concerns will be reported to the university's Office of Student Conduct. Academic dishonesty includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. When in doubt on collaboration, citation, or any issue, please contact me before taking a course of action. More information can be found at: <http://www.tamuct.edu/departments/studentconduct/academicintegrity.php>

9.0 Disability Support Services

At Texas A&M University – Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to an education that is barrier-free. The Office of Disability Support and Access is responsible for ensuring that students with a disability enjoy equal

access to the University's programs, services and activities. Some aspects of this course or the way the course is taught may present barriers to learning due to a disability. If you feel this is the case, please contact Disability Support and Access at (254) 501-5831 in Warrior Hall, Ste. 212. For more information, please visit their website at www.tamuct.edu/departments/disabilitysupport. Any information you provide is private and confidential and will be treated as such.

10.0 Tutoring

Tutoring is available to all TAMUCT students, both on-campus and online. Subjects tutored include Accounting, Finance, Statistics, Mathematics, and Writing. Tutors are available at the Tutoring Center in Warrior Hall, Room 111. Visit www.ct.tamuct.edu/AcademicSupport and click "Tutoring Support" for tutor schedules and contact info. If you have questions, need to schedule a tutoring session, or if you're interested in becoming a tutor, contact Academic Support Programs at 254-501-5830 or by emailing tutoring@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables TAMU-CT students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in Mathematics, Writing, Career Writing, Chemistry, Physics, Biology, Spanish, Calculus, and Statistics. To access Tutor.com, log into your Blackboard account and click "Online Tutoring."

Read the introduction to each chapter ("Objectives"), read the summary, read the chapter, then answer the review questions, study the vocabulary words, go to the web site and take some of the quizzes, and ask questions in class.

11.0 Library Services

Library distance education services aims to make available quality assistance to A&M-Central Texas students seeking information sources remotely by providing digital reference, online information literacy tutorials, and digital research materials. Much of the A&M-CT collection is available instantly from home. This includes over half of the library's book collection, as well as approximately 25,000 electronic journals and 200 online databases. Library Distance Education Services are outlined and accessed at: <http://www.ct.tamus.edu/departments/library/deservices.php>

Information literacy focuses on research skills which prepare individuals to live and work in an information-centered society. Librarians will work with students in the development of critical reasoning, ethical use of information, and the appropriate use of secondary research techniques. Help may include, yet is not limited to: exploration of information resources such as library collections and services, identification of subject databases and scholarly journals, and execution of effective search strategies. Library Resources are outlined and accessed at: <http://www.tamuct.edu/library>

12.0 The University Writing Center

The University Writing Center at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students. The UWC is located in 416 Warrior Hall. The center is open 11am-6pm Monday-Thursday during the spring semester. Students may work independently in the UWC by checking out a laptop that runs Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Students may also arrange a one-on-one session with a trained and experienced writing tutor. Tutorials can be arranged by visiting the UWC. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. Sessions typically last between 20-30 minutes. While tutors will not write, edit, or grade papers, they will help students develop more

effective invention and revision strategies.

13.0 Any Instructor Policies Related to Absence, Grading, ETC

1. Instructor reserves the right to modify the syllabus during the course of the semester for the benefit of the students.
2. Instructor reserves the right to supplement the material presented in the text with additional material that may benefit the students by either providing additional information or a different point of view.
3. Instructor expects that the students will act in a curious and professional manner in all interactions with other students and the instructor.
4. Instructor reserves the right to modify grading rubrics. Changes to grading rubrics are only made to current and/or future assignments.
5. Any changes made will be announced in class and posted on Canvas.

14.0 Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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