SYLLABUS

CIS-4350-140-Management Information Systems
Fall 2018
Texas A&M University-Central Texas

INSTRUCTOR AND CONTACT INFORMATION
Instructor: Rashid Manzar

Office: *I will be available to answer your questions on Wednesdays between 7 to 8 PM CST.*

Phone: *972-955-4649*

Meeting location: Online

Contact Preference: Use Canvas First before calling or texting unless you can't wait for 24 hours.

Email: *rmanzar@tamuct.edu*

Department: College of Business/CIS Department, FH 3.323
Department Phone: 254-519-5437
Department Email: cobainfo@tamuct.edu
Department Fax: 254-501-5825

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.

Student-instructor interaction:
My preference is to have contact with students via Canvas first, then e-mail. Urgent or complicated issues, feel free to call me and leave voice meesage in case of missed call. (Try to avoid texting)

911 Cellular:
Emergency Warning System for Texas A&M University – Central Texas
911Cellular 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 911 Cellular through their myCT email account.

Connect at 911Cellular [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and Description:
This course helps in understanding different types of business information systems designed to meet the informational needs of the various business situations and of the information customers. The concepts cover understanding of data system and how systems development is undertaken to meet business needs. In addition to system design, it covers system security and ethical issues surrounding system design.

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.

Course Objective:

Student Learning Outcomes:
Distinguish data from information and knowledge, data systems from information systems.
Understand the information infrastructure, components of IS and their function.
Understand different types of IS and their contribution in gaining competitive advantage.
Understand IT security threats and ethical issues.
Understand value chain for IT organizations.
Understand pros and cons of outsourcing, offshoring, and downsizing.
Understand Business process reengineering and innovations.
Understand functions of the primary components of a computer.
Understand green computing.
Understand level of computing resources (personal, workgroup, and enterprise computing).
Understanding evolution of data storage and various database platforms.
Understand data management, ETL, NoSQL, Big data, In-memory concepts.
Understand network topologies different network types.
Understand Web content and applications.
Understand Internet of Things (IoT) and its applications.
Understand basics of cloud computing and service models.
Understand basics of internet (e/m) commerce models such as B2B, C2C etc.
Understand the challenges that organizations face in planning, building, and operating their enterprise systems.
Understand the terms *business intelligence* (BI) and analytics.
Understand the characteristics of intelligent behavior and compare the performance of natural and artificial intelligence systems.
Understand the terms virtual reality and augmented reality.
Understand the components of a strategic plan.
Understand goals-based strategic planning process.

Understand build vs buy for Software, understand primary tools and techniques used during system development.

Understand various types of computer exploits and their impact.
Understand the tradeoffs between security and privacy.

Competency Goals Statements (certification or standards)
None

Required Reading and Textbook(s):
      Principles of Information Systems, 13th Edition
      Ralph M. Stair; George Reynolds
      Cengage Learning
      ISBN: *As per the school bookstore (9781337746113)*
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.

ISBN: 9781337746113

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

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 proposal that you chose. 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 page**s 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.

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
Final Paper	1	200	200
Case Study	1	100	100
Total		1000	

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

CALENDARS AND COURSE OUTLINE
Important Dates – Please check
https://www.tamuct.edu/registrar/academic-calendar-18-19.html#fall2018

Tentative Schedule*

Week #	Date	Readings	Tasks Due by the end of the week
1	27-Aug	Read the Syllabus Chapter 01 - An Introduction to Information Systems	Personal Introduction Discussion Board Ch1 Quiz
2	3-Sep	Chapter 02 - Information Systems in Organizations	Ch2 Quiz
3	10-Sep	Chapter 03 - Hardware and Mobile Devices	Ch3 Quiz
4	17-Sep	Chapter 04 - Software and Mobile Applications	Ch4 Quiz
5	24-Sep	Chapter 05 - Database System and Big Data Exam 1 Review (Ch. 1-5)	Ch5 Quiz
6	1-Oct	Chapter 06 - Networks and Cloud Computing	Ch6 Quiz
7	8-Oct	Chapter 07 - Electronic and Mobile Commerce	Ch7 Quiz
8	15-Oct	Chapter 08 - Enterprise Systems	Ch8 Quiz
9	22-Oct	Chapter 09 - Business Intelligence and Analytics	Ch9 Quiz
10	29-Oct	Chapter 10 - Knowledge Management and Specialized Information Systems Exam 2 Review (Ch. 6-10)	Ch10 Quiz
11	5-Nov	Chapter 11 - Strategic Planning and Project Management	Ch11 Quiz
12	12-Nov	Chapter 12 - System Acquisition and Development	Ch12 Quiz
13	19-Nov	Chapter 13 - Cybercrime and Information System Security	Ch13 Quiz
14	26-Nov	Chapter 14 - Ethical, Legal, and Social Issues of Information Systems	Ch14 Quiz
15	3-Dec	Exam 3 Review (Ch. 11-14) Exam 3 (Ch. 11-14)	
16	10-Dec	Final Review Comprehensive Comprehensive Final (Due 12/14/18)	

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy
If you discover that you need to drop this class, you must complete a Drop Request Form [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].
Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and 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. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations

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 a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. 8

Any information you provide is private and confidential and will be treated as such.
For more information please visit our Access & Inclusion webpage
[https://www.tamuct.edu/student-affairs/access-inclusion.html].
Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit https://www.tamuct.departments/index.php. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website
[http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Tutoring

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at lmdavis@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 A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

Library Services

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can

be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments. Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [https://tamuct.libguides.com/].

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 addition 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 possibly future assignments.
5. Instructor will not accept assignments after the last day of classes.