

**CIS 4350-120, CRN 10093, Management Information Systems**  
**Spring 2019**  
**Texas A&M University-Central Texas**

Instructor: Mabeena Singh

Office: Online

Phone: 2545195437

Email: [mabeena.singh@tamuct.edu](mailto:mabeena.singh@tamuct.edu) (I prefer Canvas email).

Office Hours: TH (12.00 – 1:00 pm) online

Mode of instruction and course access:

This is a completely online course - there will be NO “official” face-to-face classroom time. This course uses the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com>].

I use Canvas to post course content, assignments, quizzes, exams, etc., and to communicate any other announcements with the class. So please check Canvas daily for updates.

Student-instructor interaction:

You may use the Canvas “inbox” feature or email me with your questions anytime as you would by attending the class and coming into my office. Your questions will be answered within 24 hours on weekdays and within 48 hours on weekends and holidays.

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 911Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [<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 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.

### ➤ **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.

### ➤ **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 system 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 system.
- 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.

- **Required Reading and Textbook(s):**  
Principles of Information Systems, 13th  
Edition Ralph M. Stair; George Reynolds  
Cengage Learning ISBN: 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.

- **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.  
Additional required readings and optional readings will be posted on Canvas.

### **COURSE REQUIREMENTS**

Students are required to successfully complete a self-introduction, 14 quizzes, 3 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 explain what you hope to learn from this class in the discussion board. Include a professional digital photo of yourself in your Canvas profile (10 points).
- **Exams:**  
There will be three exams (two mid-terms and one final). Each exam is worth 100 points and contain 50 questions. Final exam will not be comprehensive. Pattern of all the exams include multiple choice and true/false questions. Make up exams are not typically given. The only acceptable excuses for missing an exam are circumstances clearly outside your control, such as illness, death in family, etc. If you miss an exam, notify me as soon as possible. I may require documentation of the circumstances.
- **Quizzes:**  
There will be 14 quizzes (multiple choice and true/false) that are designed to test the general understanding of the topics covered in the course. Each of the 14 quizzes will cover the material from a single chapter and contain 10 questions. Each quiz is worth 10 points. Late submissions are not accepted.
- **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.

**Note:** 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). The term paper must be in APA format. Late submissions will be penalized 10% of grade per day late.

**Note:** 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 because 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 based on the textbook. This section should include the rationale 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. This case study report paper is worth 200 points.

**\*\*Critical**

**Note:** Late submissions will be penalized 10% of grade per day late.

**Note:** A rubric for grading the Case Study can be found in Canvas.

## GRADING CRITERIA

| Course Requirement          | Points      | Weightage   |
|-----------------------------|-------------|-------------|
| Introduction Task           | 10          | 1%          |
| 3 exams (100 points each)   | 300         | 30%         |
| 14 Quizzes (10 points each) | 140         | 14%         |
| Proposal                    | 50          | 5%          |
| First draft of paper        | 100         | 10%         |
| Final version of paper      | 200         | 20%         |
| Case study                  | 200         | 20%         |
| <b>Total</b>                | <b>1000</b> | <b>100%</b> |

➤ Final grade distribution will be as per the following scale:

| Letter Grade | Point Range |
|--------------|-------------|
| A            | 900-1000    |
| B            | 800-899     |
| C            | 700-799     |
| D            | 600-699     |
| F            | 500-599     |

### **Posting of Grades:**

All students' grade will be posted on the Canvas Grade book, and students can monitor their progress on Canvas grade book. Students can expect to see their grades within two weeks of the closing of class tests, exams, and assignments. Students are expected to visit Canvas course webpage regularly to get any update regarding this course.

## COURSE OUTLINE AND CALENDAR

### **Course Schedule\* \*\***

(\* This schedule provides a general plan. Deviations may be necessary)

(\*\* Readings for each week will be posted on Canvas)

| Week | Date       | Readings   | Tasks Due by the end of the week                            |
|------|------------|--|---|
| 1    | 01/14/2019 | Read the Syllabus<br>Chapter 01 - An Introduction to Information Systems | Introduction Task (01/15/2019)<br><br>Ch1 Quiz (01/21/2019) |
| 2    | 01/21/2019 | Chapter 02 - Information Systems in Organizations                        | Ch2 Quiz (01/28/2019)                                       |
| 3    | 01/28/2019 | Chapter 03 - Hardware and Mobile Devices                                 | Ch3 Quiz (02/04/2019)                                       |
| 4    | 02/04/2019 | Chapter 04 - Software and Mobile Applications                            | Ch4 Quiz (02/08/2019)                                       |
| 5    | 02/11/2019 | Chapter 05 - Database Systems and Big Data                               | Ch5 Quiz (02/18/2019)                                       |
|      | 02/15/2019 | <b>Exam 1</b>  | Exam 1 (02/22/2019)   |
| 6    | 02/18/2019 | Chapter 06 - Networks and Cloud Computing                                | Ch6 Quiz (02/25/2019)                                       |
|      |            |  | Paper Proposal (02/28/2019)                                 |
| 7    | 02/25/2019 | Chapter 07 - Electronic and Mobile Commerce                              | Ch7 Quiz (03/04/2019)                                       |
| 8    | 03/04/2019 | Chapter 08 - Enterprise Systems  | Ch8 Quiz (03/11/2019)                                       |
| 9    | 03/18/2019 | Chapter 09 - Business Intelligence and Analytics                         | Ch9 Quiz (03/25/2019)                                       |
| 10   | 03/25/2019 | Chapter 10 - Knowledge Management and Specialized Information Systems    | Ch10 Quiz (04/01/2019)                                      |
|      | 03/29/2019 | <b>Exam 2</b>  | <b>Exam 2 (04/05/2019)</b>                                  |
| 11   | 04/01/2019 | Chapter 11 - Strategic Planning and Project Management                   | Ch11 Quiz (04/08/2019)                                      |
|      |            |  | First Draft (04/12/2019)                                    |
| 12   | 04/08/2019 | Chapter 12 - System Acquisition and Development                          | Ch12 Quiz (04/15/2019)                                      |
| 13   | 04/15/2019 | Chapter 13 - Cybercrime and Information System Security                  | Ch13 Quiz (04/22/2019)                                      |
| 14   | 04/22/2019 | Chapter 14 - Ethical, Legal, and Social Issues of Information Systems    | Ch14 Quiz (04/29/2019)                                      |
|      |            |  | Case Study (04/29/2019)                                     |

|   |            |        |                                      |
|---|------------|--------|--------------------------------------|
| 15  | 04/29/2019 | Exam 3 | <b>Exam 3 (05/06/2019)</b>           |
|   |            |        | <b>Final Term Paper (05/06/2019)</b> |
| <b>*This syllabus and schedule are subject to change.</b> |            |        |                                      |

➤ **Important University Dates:**

|                          |   |
|--------------------------|---|
| <b>January 14, 2019</b>  | Add, Drop, and Late Registration Begins for 16- and First 8-Week. \$25 fee assessed for late registrants.             |
| <b>January 14, 2019</b>  | Classes Begin for Spring Semester.  |
| <b>January 16, 2019</b>  | Deadline for Add, Drop, and Late Registration for 16- and First 8-Week Classes  |
| <b>January 21, 2019</b>  | Martin L. King Jr. Day (University Closed)  |
| <b>January 22, 2019</b>  | Deadline to Drop First 8-Week Classes with No Record  |
| <b>January 30, 2019</b>  | Deadline to Drop 16-Week Classes with No Record   |
| <b>February 22, 2019</b> | Student End of Course Survey Opens (First 8-Week Classes)   |
| <b>February 22, 2019</b> | Deadline to Drop First 8-Week Classes with a Quit (Q) or Withdraw (W)   |
| <b>March 1, 2019</b>     | Deadline for Graduation Application for Spring Ceremony Participation   |
| <b>March 1, 2019</b>     | Deadline for Teacher Education and Professional Certification Applications (i.e. Principal, Reading Specialist, etc.) |
| <b>March 8, 2019</b>     | Classes End for First 8-Week Session  |
| <b>March 8, 2019</b>     | Deadline for Spring Admissions Applications   |
| <b>March 10, 2019</b>    | Student End of Course Survey Closes (First 8-Week Classes)  |
| <b>March 11, 2019</b>    | Spring Break - No Class (University Open)   |
| <b>March 11, 2019</b>    | Deadline for Faculty Submission of First 8-Week Final Class Grades (due by 3pm)                                       |
| <b>March 13, 2019</b>    | Spring Break - No Class (University Open)   |
| <b>March 14, 2019</b>    | Spring Break - No Class (University Open)   |
| <b>March 15, 2019</b>    | Deadline for Tuition and Fee Payments (Second 8-Week Classes)   |
| <b>March 15, 2019</b>    | Deadline for Clinical Teaching Applications   |
| <b>March 15, 2019</b>    | Spring Break - No Class (University Open)   |
| <b>March 18, 2019</b>    | Add, Drop, and Late Registration Begins for Second 8-Week Classes. \$25 fee assessed for late registrants.            |
| <b>March 18, 2019</b>    | Classes Begin for Second 8-Week Session   |
| <b>March 20, 2019</b>    | Deadline for Add, Drop, and Late Registration for Second 8-Week Classes   |

|                       |   |
|-----------------------|---|
| <b>March 25, 2019</b> | Deadline to Drop Second 8-Week Classes with No Record   |
| <b>April 1, 2019</b>  | Deadline for GRE/GMAT Scores to Office of Graduate Studies  |
| <b>April 5, 2019</b>  | Deadline to Drop 16-Week Classes with a Quit (Q) or Withdraw (W)  |
| <b>April 12, 2019</b> | Deadline for Final Committee-Edited Theses with Committee Approval Signatures to Office of Graduate Studies for Spring Semester |
| <b>April 26, 2019</b> | Student End of Course Survey Opens (16- and Second 8-Week Classes)  |
| <b>April 26, 2019</b> | Deadline to Drop Second 8-Week Classes with a Quit (Q) or Withdraw (W)  |
| <b>May 10, 2019</b>   | Deadline for Applications for \$1,000 Tuition Rebate for Spring Graduation (5pm)  |
| <b>May 10, 2019</b>   | Deadline for Degree Conferral Applications to the Registrar's Office. \$20 Late Application Fee.                                |
| <b>May 10, 2019</b>   | Deadline to Withdraw from the University for 16- and Second 8-Week Classes  |
| <b>May 10, 2019</b>   | Spring Semester Ends  |
| <b>May 11, 2019</b>   | Commencement Ceremony Bell County Expo Center 7:00 p.m.   |
| <b>May 12, 2019</b>   | Student End of Course Survey Closes (16- and Second 8-Week Classes)   |
| <b>May 14, 2019</b>   | Deadline for Faculty Submission of 16-Week and Second 8-Week Final Class Grades (due by 3pm)                                    |
| <b>May 14, 2019</b>   | Deadline for Thesis to Clear Thesis Office for Spring Semester  |

## TECHNOLOGY REQUIREMENTS AND SUPPORT

### Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address) Password: Your MyCT password

### Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

### Other Technology Support

For log-in problems, students should contact Help Desk Central. 24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

## 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](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 Academic 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. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) web page [<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 related 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. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [<https://www.tamuct.edu/student-affairs/index.html>]. 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>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus 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 have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@tamuct.edu).

Chat live with a tutor 24/7 for almost any subject from 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 40 subject areas. Access Tutor.com through Canvas.

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-4pm Monday-Thursday during the summer with online hours available Monday-Thursday 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 [WOnline](https://tamuct.mywconline.com/) at [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto: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](mailto:bruce.bowles@tamuct.edu).

University Library.

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 85,000 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 24 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](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].

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