

Instructor

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Course Description

Through a combination of lectures, class activities, homework, quizzes and examinations, this course provides an overview of how computers and information technology are used today to satisfy business objectives and increase an organization's strategic advantage in the global market place.

Course Objectives

Students will learn a basic vocabulary in information technology (M. **Real world examples** show how IT is integrated into the business world with an emphasis on increasing strategic advantage by improving productivity, customer service and process re-engineering. Technology topics covered include (but not limited to) information and infrastructure architecture, network computing, transaction processing, and decision support systems. Porter's competitive forces model is explored as how it relates to IT.

Text Book

Management Information Systems, by Raymond McLeod, Jr. and George Schell. Prentice Hall, 2001
(www.prenhall.com/meleod)

Requirements

Students should have a basic **understanding** of how to use a computer with proficiency in Microsoft Access and/or Excel from an introductory course such as CIS 103. Students are responsible for the readings for the week prior to the start of class.

Projects

Students will complete two projects. The first project is an individual project and due at the end of Week 6. The second project is a group project and due at the end of Week 14.

Homework

Homework is due the end of each week at the beginning of class. Homework may be submitted late with a 10% late charge for each class day. It is important that you submit your homework on time since homework and quizzes are the only notes you will be allowed to use during examinations.

Case Studies

Case studies will be completed for the chapters indicated by the schedule below. One set of findings will be turned in for the entire group. The findings can be informal hand-written notes taken from group discussions. Findings are due at the end of the week and one group will be chosen at random to present their findings to the class. Failure to present findings orally will result in non-acceptance of written findings, i.e. no credit for that weeks findings.

Submitting Your Own Work: Individual

Each student is expected to complete his or her own **assignments**. Although modern work environments require extensive teamwork, the goal of this class is the acquisition of knowledge through individual study. You must distinguish between discussing course material with classmates and copying other people's work. On the first offense, the penalty for copying is a grade of 'F' for the assignment for all parties involved; a second offense will result in an 'F' for the course.

Group Participation

All group members should contribute to the group. Any problems with group members not contributing should be addressed to the instructor.

Attendance

Regular class attendance is important for three reasons. First, you are responsible for all materials discussed in class. Second, you should use the class exercise time as effectively as you can, while direct help from the instructor is available. Third, coming to class regularly is good motivation for keeping up with the course work. Attendance will be taken at all class sessions.

Examinations

There are two examinations for the semester. The examinations are not cumulative i.e. the final will only contain questions based on material covered after the mid-term. The make-up midterm exam will be held after the final exam.

Quizzes

Quizzes are web based and will be turned in at the end of each week in hardcopy (paper) form.. It is to your advantage to submit quizzes on time since quizzes and homework are the only notes you will be allowed to use during examinations. Late quizzes will not be accepted

Grading

The class grade will be an average of course work based on the following weights:

Midterm & Final	40%
Project 1	10%
Project 2	20%
Homework	10%
Case Studies	10%
Quizzes	10%

The following will be used in determining the final letter grade:

- A: 90 - 100
- B: 80 - 89
- C: 70 - 79
- D: 60 - 69
- F: below 60

Ask about the Guaranteed B Program, but hurry there is a limited enrollment time. (Some restrictions will apply)

Off Ice Hours

Thirty minutes before each class or by appointment. For "quick" questions, email or the telephone is the simplest ways to contact me.

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Week	Topics 1 Activity	Reading	Quizzes	Homework Questions
1	Review chapter material Case Study	Chap. 1	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
2	Review chapter material Case Study <u>Assign</u> Project 1	Chap. 2	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
3	Review chapter material Case Study	Chap. 3	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
4	Review chapter material Case Study	Chap. 4	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
5	Review chapter material Case Study	Chap. 6	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
6	Review chapter material PROJECT 1 DUE MID-TERM EXAM	Chap. 7	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
7	Review chapter material Case Study	Chap. 8	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
8	Review chapter material Case Study	Chap. 9	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
9	Review chapter material Case Study	Chap. 10	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
10	Review chapter material Case Study	Chap. 11	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
11	Review chapter material Case Study	Chap. 12	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
12	Review chapter material Case Study	Chap. 13	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
13	Review chapter material Case Study	Chap. 17	Multiple Choice True/False <u>Essay questions</u>	First 4 Last 4
14	Review chapter material PROJECT 2 DUE	Chap. 18	Multiple Choice True/False <u>Essay Questions</u>	First 4 Last 4
15	Project 2 Presentations Review for Final Exam			