



Dillard College of Business Administration

SYLLABUS: Management Information Systems

MIS 3003 Section 101

Fall Semester 2020

Contact Information

Instructor: Dr. Jiayi Luo, Assistant Professor of Management Information Systems

Office: DB 216

Office hours: Mondays & Wednesdays 8:00 – 9:30a

Tuesday 8:00a – 11:00am, or Contact me by email

Please use zoom to join at the following link:

<https://msutexas-edu.zoom.us/j/95949586119?pwd=UFpSYU81S3hrZkd3OExrK1FMd1NHUT09>

Office phone: (940) 397-6343

E-mail: [jiayi.luo@msutexas.edu](mailto:jiayi.luo@msutexas.edu)

Course Materials:

**MIS 10th edition Pearson Prentice Hall ISBN-13: 978-0134606996 by David Kroenke**

A PC/laptop/tablet with webcam capability (Chromebooks won't work due to insufficient computing power)

Additional readings are posted to D2L.

Course Zoom Link:

<https://msutexas-edu.zoom.us/j/95281795337?pwd=U0pyUUNDN0ozdINyc1hleXFJQkhjd09>

Course Description:

Introduction to management information systems and the importance of systems in achieving organizational goals includes topics such as systems concepts, telecommunications, distributed databases, and associated software and hardware.

Course Prerequisite(s):

MIS 2003 or equivalent

## Learning Goals

### I. General Learning Goals:

- Our students will be effective at problem solving and decision-making.  
Objective: Our graduates will demonstrate problem solving and decision-making abilities through the critical analysis, evaluation, and interpretation of business information.
- Our students will be effective communicators.  
Objective: Our graduates will be able to demonstrate a competency in speaking and writing for common business scenarios.  
2a: Our graduates will be able to demonstrate a competency in speaking for common business scenarios.  
2b: Our graduates will be able to demonstrate a competency in writing for common business scenarios.
- Our students will be technologically prepared.  
Objective: Our graduates will be able to utilize available technology for business applications.
- Our students will be ethical decision makers.  
Objective: Our graduates will demonstrate ethical reasoning skills within a business environment.
- Our students will be effective team members.  
Objective: Our graduates will know how to use team building and collaboration to achieve group objectives.
- Our students will be multicultural and globally aware.  
Objective: Our graduates will have an understanding of the influence of global and multicultural issues on business activities.

These general learning goals are among those established by the Dillard College of Business Administration. General learning goals represent the skills that graduates will carry with them into their careers. While assessing student performance in obtaining these general learning goals, the Dillard College is assessing its programs. The assessments will assist us as we improve our curriculum and curriculum delivery.

### II. Course Specific Learning Goals: After completing this course, students should be able to:

- Describe the role of information technology as a key organizational resource for creating competitive advantage and in supporting operational excellence, major business initiatives, decision making, and organizational transformation, while recognizing the impacts information technology can and will have on their lives.
- Elaborate on the strategic and competitive opportunities provided by supply chain management (SCM), customer relationship management (CRM), and business intelligence (BI).
- Discuss organizational database technology, differentiate between databases and data warehouses, and describe data-mining.
- Express a familiarity with various decision supporting software application tools such as neural networks and decision support, geographic information, and artificial intelligence systems.

- Define and describe the two major e-commerce business models (Business to Business, B2B, and Business to Consumer, B2C) and identify the differences and similarities among customers and their perceived value of products and services in each.
- Describe the process of computer information systems development, the systems development life cycle (SDLC), the role of prototyping in it, and the outsourcing process (both domestic and offshore).
- Explain the relationship between the organization's roles and goals and its IT infrastructure.
- Define and describe factors affecting ethical decision-making, intellectual property, copyright, Fair Use Doctrine, and pirated and counterfeit software, and how privacy and organizational information can be protected.
- Describe the emerging trends and technologies that are emerging as we move toward physiological interaction with technology, increased portability and mobility, and the rebirth of e-commerce.
- Discuss basic computer hardware and software components, the workings of the Web and Internet, network configurations, Web page construction using HTML, and computer crime and forensics.

### Course Policies

Attendance Policy: Regular attendance is expected. Participation in class discussion is graded, so reading the assigned material and completing assignments prior to coming to class is also expected. See the university catalog for the University Class Attendance Policy. Upon a student's **fifth unauthorized absence**, that student can be **dropped** for nonattendance and receive a grade of **WF** for the course. Participation in class discussion is mandatory.

### Other Related Policies

Missed Examination Policy: Students with **excused absences** may make up missed examinations, quizzes (announced and unannounced), and in-class activities, but **supporting documents are required**. Arrangements must be made in advance if at all possible. In all cases, the instructor must be contacted no later than the day of the scheduled exam or no make-up will be allowed. At the instructor's discretion, a deduction may be assessed for a late exam.

Excused absences include active military/police/firefighter assignment, jury duty, university-authorized absences (for example, athlete events or study-abroad programs), and medical emergency for yourself or your immediate family member. For more information about university authorized absences, please refer to Midwestern State University Undergraduate Catalog: [http://catalog.mwsu.edu/content.php?catoid=7&navoid=228&hl=authorized+&returnto=search#General\\_Information](http://catalog.mwsu.edu/content.php?catoid=7&navoid=228&hl=authorized+&returnto=search#General_Information)

### Grading and Evaluation:

Student's performance will be assessed using the following elements.

- Exams (3): All exams are close-book close-notes exams. Exams will cover assigned chapters, in-class lectures, videos, and any assigned readings. Students are responsible for all assigned textbook material, even if it is not directly discussed in class.
- Online Presentation: All students will need to make a short online presentation (record a 10 minutes video), to introduce a selected topic related to Management Information Systems.

- In-class Activities: Up to 50 points will be based on in-class activities. Only your direct participation in class activities DURING class meeting times counts toward these points! Any points not assigned during the semester will be removed from the total possible for the course when calculating grade percentages.
- Quizzes: Up to 60 points will be assigned to quizzes. Quizzes will generally not be announced in advance. Any points not assigned during the semester will be removed from the total possible for the course when calculating grade percentages.
- Homework: 100 points will be assigned to homework. Homework assignments are due before the beginning of class on the specified due date. There is NO PROVISION for late work on any assignment. All homework assignments are individual homework (not team/group/collaborative homework), unless otherwise specified by the instructor.

Points will be allocated using the following scheme. Grades will be based on the recorded points only. Personal reasons (e.g., need a specific grade to graduate, to keep financial aid, to keep straight A record, etc.) are not considered in the grade calculation.

<b>Element</b>	<b>Points</b>
Exam I	100
Exam II	100
Exam III	100
Online Presentation	50
In-class activities	50
Quizzes	100
Homework	100
<b>Total Points</b>	<b>600</b>

<b>Grades will be assigned using the following scheme.</b>	
A	540-600
B	480-539
C	420-479
D	360-419
F	<360

Table 1. Grading Policy

## Grading Policies:

My intent is to motivate and educate you toward excellence. Therefore, for each assignment you will see a clear definition of what constitutes excellent work. My written comments back to you usually focus on what was excellent about your work rather than what was wrong. However, I will be quite clear on why a piece was unsatisfactory in the unlikely event that you submit unsatisfactory (C or less) work.

In order to help students keep track of their progress toward course objectives, the instructor for this class will provide a Midterm Progress Report through each student's WebWorld account. Midterm grades will not be reported on the students' transcript; nor will they be calculated in the cumulative GPA. They simply give students an idea of where they stand at the midpoint of the semester. Students earning below a C (D or F) at the midway point should schedule a meeting with the professor.

Course Content and Outline: See the attached content outline/schedule.

## Academic Integrity:

With regard to academic honesty, students are referred to the "Student Honor Creed" in the graduate catalog. Academic dishonesty (cheating, collusion, and plagiarism) is taken seriously and will be investigated. **Please understand that integrity is very important to me. Cutting and pasting text from the internet without citing the source and setting off the "pasted text" in a form that identifies it appropriately constitutes plagiarism.** My rule of thumb is that if you are using three or more words in a row from a source, it needs to be identified as a direct quote and cited.

Students access the quiz through D2L and use a remote proctoring service called Respondus Monitor. If I learn of students sharing the quiz contents in any way, that's a breach of academic integrity on all parties' part. Please don't do that, as I don't want to give everyone involved a 0 for the quiz (and potentially an F for the course).

## Americans with Disabilities Act:

If a student has an established disability as defined by the Americans with Disabilities Act and would like to request accommodation, that student should please contact me as soon as possible. Any student requesting accommodations should first contact Disability Support Services at 940-397-4140 in room 168 Clark Student Center to document and coordinate reasonable accommodations if you have not already done so.

## Syllabus Change Policy:

This syllabus is a guide for the course—not a "contract"—and is subject to change. Syllabus changes will be communicated via D2L and/or in class. I'll provide a minimum of 48 hours' notice before the relevant change takes place if at all possible.

## Additional Information

### Classroom behavior

- No food or beverage is allowed in the classroom. This is a college policy.
- Please come to class on time. Take care of personal business prior to class. I do not expect you to leave and return to class (unless there was an emergency and you explain it to me after class).
- Class time is not for surfing the Web, monitoring Facebook, texting, or catching up on email. You will be asked to leave the class if you continually violate this policy. The same thing applies to cell phone usage for messaging during class.

- Turn off or silence your cell phones and any other electronic devices and put them away. Please, no texting. I think we can all go a little over an hour without contact with the outside world! Leaving class to return calls and coming back is not acceptable. If you have an emergency situation that requires your cell phone to be on, let me know and we'll work something out.
- Dress appropriately and conduct yourself professionally and with respect toward your peers and the instructor. Please don't talk while the instructor or others are discussing course materials. Participating in the class is the best way to avoid disturbing the class.
- Follow MSU Covid19 behavioral policies and procedures

#### Professionalism:

The faculty, staff, and students of the Dillard College of Business Administration are committed to being a “professional” in our words, conduct, and actions. The qualities of a professional include:

- A commitment to the development of specialized knowledge
- Competency in analytical, oral and written communication skills
- Self-discipline
- Reliability
- Honesty and integrity
- Trustworthiness
- Timeliness
- Accountability for words and actions
- Respect for others and other cultures
- Politeness and good manners
- A professional image (professionals look professional)
- An awareness of their environment and adaptability to different settings
- Confidence without arrogance
- A commitment to giving back to your community

#### COVID 19 Policies:

Students must wear facemasks while in the Dillard Building at all times, except when making a class presentation with at least 10' separation from others. We'll maintain at least 6' social distancing at all times in the classroom. If you have concerns about being in a classroom, speak with me to make appropriate arrangements ASAP. If you are feeling ill (no matter how minor), please do not attend the physical classroom session and instead attend class via the Zoom live stream. I plan to live stream every class session, so while you should notify me, if feasible, about any absence in advance as a professional courtesy, the live stream should be available even without advance coordination.

Tentative schedule (See attached.)

Please keep this syllabus as a reference! Students are responsible for all information contained in the syllabus and for any changes to the syllabus, which will be announced in class.

## Course Schedule

Table 2: The below table has the class date, major topic and activity for each date.

<b>MIS 3003 Fall 2020 Course Schedule</b>				
<b>Week</b>	<b>Date</b>	<b>Day</b>	<b>Chapter</b>	<b>Topic</b>
1	08/24/2020	Monday	Introduction	Class overview
	08/26/2020	Wednesday	1	The importance of MIS
2	08/31/2020	Monday	2	Collaboration information systems
	09/02/2020	Wednesday	2	Collaboration information systems (cont.)
3	09/07/2020	Monday	Labor Day	No Classes
	09/09/2020	Wednesday	3	Strategy and Information Systems
4	09/14/2020	Monday	3	Strategy and Information Systems (cont.)
	09/16/2020	Wednesday	4	Hardware, Software, and Mobile Systems
5	09/21/2020	Monday	4	Hardware, Software, and Mobile Systems (cont.)
	09/23/2020	Wednesday		Exam1 Review
6	09/28/2020	Monday	<b>Exam1 Chapters 1-4</b>	
	09/30/2020	Wednesday	5	Database Processing
7	10/05/2020	Monday	5	Database Processing(cont.)
	10/07/2020	Wednesday	6	The Cloud
8	10/12/2020	Monday	6	The Cloud(cont.)
	10/14/2020	Wednesday	7	Processes, Organizations, and Information Systems
9	10/19/2020	Monday	7	Processes, Organizations, and Information Systems (cont.)
	10/21/2020	Wednesday	8	Social Media Information Systems
10	10/26/2020	Monday	8	Social Media Information Systems (cont.)
	10/28/2020	Wednesday		Exam 2 Review
11	11/02/2020	Monday	<b>Exam2 Chapters 5-8</b>	
	11/04/2020	Wednesday	9	Business Intelligence Systems
12	11/09/2020	Monday	9	Business Intelligence Systems (cont.)
	11/11/2020	Wednesday	10	Information Security Management
13	11/16/2020	Monday	11	Information Systems Management
	11/18/2020	Wednesday	12	Information Systems Development
14	11/23/2020	Monday		Exam 3 Review
	11/25/2020	Wednesday	Thanksgiving Holiday	No Classes
15	11/30/2020	Monday		Online Presentations
	12/2/2020	Wednesday		Online Presentations
<b>Final</b>	12/7/2020	Monday	<b>Exam3 chapters 9-12</b>	<b>Final exam</b>