



Course Syllabus: Management Information Systems

Dillard College of Business Administration

MIS 3003 Section X40

Summer II Semester 2026

Contact Information

Instructor: Jiaxi Luo

Office: Dillard Building 216

Office hours: Contact me by email

Office phone: (940) 397-3268

E-mail: jjaxi.luo@msutexas.edu

Course Description

Introduction to Management Information Systems provides a comprehensive overview of the critical role that information systems play in supporting organizational goals, improving business operations, and enabling effective decision-making. The course examines how organizations use technology to collect, process, manage, and analyze information in order to create value and maintain competitiveness in a rapidly changing business environment.

Key topics covered in the course include business strategy, business processes, hardware and software, database management, cloud computing, information systems security, information systems management, systems development, business intelligence systems, social media information systems, and enterprise information systems. Through these topics, students will explore how different technological components work together to support organizational functions, streamline workflows, improve communication, and enhance managerial decision-making.

By the end of the course, students will have developed a solid understanding of how information systems are designed, implemented, managed, and used in modern organizations. They will also be able to evaluate how technology can be applied to solve complex business problems, improve operational efficiency, support strategic initiatives, and contribute to overall organizational success.

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

- Explain the role of information systems in supporting organizational strategy, operations, and decision-making.
- Describe how hardware, software, databases, networks, and cloud computing support business processes.
- Analyze how organizations use information systems to improve efficiency, collaboration, and competitive advantage.
- Explain the basic concepts of information systems security, privacy, and risk management.
- Describe the major types of organizational information systems, including business intelligence, social media information systems, and enterprise systems.
- Evaluate how information systems are developed, managed, and used to solve business problems.
- Apply MIS concepts to business cases and communicate technology-related recommendations clearly.

Textbook & Instructional Materials

Using MIS 12th edition, Pearson Prentice Hall, ISBN-13: 978-0136921653, 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.

Student Handbook

Refer to: [Student Handbook](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support students' studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

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.

Table 1: Points allocated to each assignment

Assignments	Points
Exam I	100
Exam II	100
Exam III	100
Quizzes	100
Homework	100
Class Participation	100
Total Points	600

Table 2: Total points for final grade.

Grade	Points
A	540-600
B	480-539
C	420-479
D	360-419
F	<360

Homework

100 points will be assigned to homework. Homework assignments are due before the beginning of class on the specified due date. Homework assignments are due by the posted deadline. Late homework submitted within one week after the deadline may be accepted at the instructor's discretion with a point deduction. Homework submitted more than one week late will not be accepted unless the student has an approved university-recognized excuse. Quizzes, exams, and discussion activities cannot be made up unless otherwise approved by the instructor.

Exams

All exams are open-book, open-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. Unless explicitly stated by the instructor, AI tools may not be used during quizzes or exams. For homework or discussion assignments, students may use AI tools for brainstorming, grammar support, summarization, and organization, but they are responsible for verifying the accuracy of all AI-generated content and must be able to explain their submitted work. Submitting AI-generated work as one's own without meaningful review, revision, or understanding may be treated as academic misconduct.

Quizzes

Up to 100 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.

Class Participation

Class participation is an important part of evaluating a student's engagement in this online course. It is evaluated based on the online discussion activities. There are 12 discussion topics on our D2L course website. Students are required to post questions related to the discussion topics and/or answer other students' questions in the online discussion. Credit will be given if a student posts at least 1 message for each discussion topic within the specific timelines. Actively joining the discussion could earn a few extra points per period. There will be a few activities required in each section to earn a participation grade.

Late Work

Late homework submitted less than one week after the deadline may be accepted; certain points will be deducted.

Make Up Work/Tests

Students with excused absences may make up missed examinations and in-class activities, but supporting documents are required. Arrangements must be made in advance if 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, athletic 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 the Midwestern State University Undergraduate Catalog:

<https://catalog.msutexas.edu>

Important Dates

- Last Day to drop with a grade of "W:"07/22/2026
- Check the date on the [Academic Calendar](#)
- Refer to: [Drops, Withdrawals & Void](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program, as it serves as the primary source of communication for assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the program's technicians or your instructor.

Attendance

Students are expected to attend all meetings of the classes they are enrolled in. Although students are generally graded on intellectual effort and performance rather than attendance, absences may lower a student's grade if the faculty member deems attendance and participation essential. In classes where attendance is considered part of the grade, the instructor should inform students of the specifics in writing at the beginning of the semester, in a syllabus or a separate attendance policy statement. An instructor with an attendance policy must keep daily records. The instructor must give the student a verbal or written warning before dropping the student from the class. Instructor's records will stand as evidence of absences. A student with excessive absences may be dropped from a course by the instructor. Any individual faculty member or college may establish an attendance policy, provided it is in accordance with the General University Policies. In-class exercises cannot be made up unless the absence is officially excused under university policy.

Online Computer Requirements

Taking an online class requires you to have access to a computer (with Internet access) to complete and upload your assignments. It is your responsibility to have (or have access to) a working computer in this class. ****Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.*** Computers are available on campus in various areas of the buildings and in the Academic Success Center. ****Your computer being down is not an excuse for missing a deadline!!*** There are many places to access your class! Our online classes can be accessed from any computer with an internet connection. Contact your instructor immediately if you have computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations; however, they can help you get connected to our online services. For help, log in to [D2L](#).

Instructor Class Policies

- 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 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 class is the best way to avoid disrupting it.
- Follow MSU COVID-19 behavioral policies and procedures

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees, and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans, and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) are used to determine the amount of the refund. (Examples of each refund calculation will be made available upon request.)

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should apply for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place that prohibit the unlawful possession, use, or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state, and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information from the MSU Police Department on the options and strategies we can all use to stay safe in difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

Weather Procedure

In the event of inclement weather, in-person class meetings will be canceled. Alternative assignments, such as online tasks or video-based activities, will be provided to ensure continued learning.

AI-Tool Policy

We encourage students to harness AI tools, like ChatGPT, within the following guidelines:

- **English Writing:** Use AI for grammar and syntax improvement.
- **Drafting & Structuring:** Employ AI to help generate and structure case study drafts.
- **Summarization:** Use AI tools for concise summaries of lengthy case studies.
- **Original Thought:** While using AI for assistance, students must develop and present their own unique opinions on cases.
- **Academic Integrity:** Understand and support any content from AI tools. Avoid over-reliance and ensure originality. Misrepresentation will face academic consequences.

Leverage AI benefits responsibly and prioritize genuine understanding and original thinking.

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

***Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Course Schedule:

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

Week	Date	Day	Chapter	Topic
1	07/06/2026	Monday	1	The importance of MIS
	07/08/2026	Wednesday	2 (ch.7 in 12 th edition)	Collaboration information systems
	07/10/2026	Friday	3 (ch.2 in 12 th edition)	Strategy and Information Systems
2	07/13/2026	Monday	4	Hardware, Software, and Mobile Systems
	07/15/2026	Wednesday	Exam1 Chapters 1-4	
	07/17/2026	Friday	5	Database Processing
3	07/20/2026	Monday	6	The Cloud
	07/22/2026	Wednesday	7 (ch.8 in 12 th edition)	Processes, Organizations, and Information Systems
	07/24/2026	Friday	8 (ch.9 in 12 th edition)	Social Media Information Systems
4	07/27/2026	Monday	Exam2 Chapters 5-8	
	07/29/2026	Wednesday	9 (ch.3 in 12 th edition)	Business Intelligence Systems
	07/31/2026	Friday	10	Information Security Management
5	08/03/2026	Monday	11	Information Systems Management
	08/05/2026	Wednesday	12	Development Processes
	08/05/2026	Wednesday	Exam3 chapters 9-12	