**Introduction to Management Information System**

**INF 203**

Fall 1 2023   
Tues & Thurs 6:30 pm – 9:00 pm

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**Excel Project**

Topics: The field of Management Information Systems is about collecting data and processing it so that you can make decisions. Computers help us automate the process so that we can obtain our information more quickly. Using Excel you will simulate the collection of data, processing it, to create a report (output) in two formats. You will have a report and charts. You can get a maximum of 20 points.

1. Collect the following Quarterly and Annual data two companies.
   1. Gross Profit
   2. Total Assets
   3. Total Liabilities
   4. Total Stockholder Equity
   5. Net Income
   6. Cash Flow from Operations
   7. Change in Cash and Cash Equivalents
2. Create 6 different charts that compare the two companies.

**Data Collection = Total of 3**

1. **All or most missing – 0 points**
2. **Yes – but substantial amount missing – 1 point**
3. **Yes – somewhat – 2 or 3 points**
4. **Yes – all there – 4 points**

**Layout = Total of 3**

1. **Not clear at all – 0 points**
2. **Yes – but hard to read – 1 point**
3. **Yes – for the most part – 2 or 3 points**
4. **Yes – nicely laid out – 4 points**

**Charts = Total of 3**

1. **No – 0 points**
2. **Yes – but not well labeled – 1 point**
3. **Yes – slight format issues – 2 or 3 points**
4. **Yes – very good – 4 points**

**Submit in GitHub – Total of 3**

1. **No – 0 points**
2. **Attempted – 1 point**
3. **Somewhat – 2 or 3 points**
4. **Yes – 4 points**

**Overall Assessment – Total of 3**

1. **No – 0 points**
2. **Attempted – 1 point**
3. **Somewhat – 2 or 3 points**
4. **Yes – 4 points**