

UNIVERSITY OF NORTH FLORIDA
Coggin College of Business

ISM 4011 - Introduction to Management Information Systems

Section 50024 MW 12:40pm – 4:10pm, Remote Instruction

Instructor: Doug Titus
Office Hours: Virtual office hours by appointment
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Prerequisites: MAN 3025 and CGS 1100

The prerequisites assume you are computer literate for a business major. This means you know computer history, computer technology, and some business applications. You are familiar and competent in using IBM PC-compatible computers, Windows operating system, Microsoft Office packages (Excel, Word, Access, PowerPoint, and others), and the World Wide Web. These prerequisite topics, and others, will be assumed by the Instructor, since you are registered in this course.

Required Course Materials: This course utilizes Open Educational Resources (OER) and/or UNF Library resources that are free for you to use. These resources were chosen to save you money on textbooks, provide access to course content on day one, and provide you with current and relevant information.

Optional Materials:

MIS Essentials by Kroenke, 4th edition - <http://www.pearsonhighered.com/kroenke/> (ISBN 9780133546590)

Catalog Description

Fundamentals of Management Information Systems with emphasis on the relationships of MIS and data processing to decision-making in modern organizations.

Course Focus

Information systems are an integral part of all business activities and careers. This course is designed to introduce students to contemporary information systems and demonstrate how these systems are used throughout global organizations. The focus of this course will be on the key components of information systems -people, software, hardware, data, and communication technologies, and how these components can be integrated and managed to create competitive advantage. Through the knowledge of how IS provides a competitive advantage, students will gain an understanding of how information is used in organizations and how IS enables improvement in quality, speed, and agility.

Course Objectives

Students will learn to

1. Understand how and why information systems are used today.
2. Explain the technology, people, and organizational components of information systems.
3. Know the major components of an information systems infrastructure.
4. Understand the concepts of security privacy and ethics with respect to Information systems.
5. Understand how information systems are enabling new forms of commerce between individuals, organizations, and governments.
6. Be aware of emerging technologies that enable new forms of communication, collaboration, and partnering.
7. Understand how various types of information systems provide the information needed to gain business intelligence to support the decision making for the different levels and functions of the organization.
8. Understand how enterprise systems foster stronger relationships with customers and suppliers and how these systems are widely used to enforce organizational structures and processes.
9. Understand how organizations develop and acquire information systems and technologies.
10. Build skills in the area of databases, websites and business intelligence

Canvas Course Announcements

All information and announcements for the course will be done through Canvas and/or your UNF student email. Please check your osprey email regularly or set it to forward to an email you use regularly.

https://www.unf.edu/its/e-mail/Studentemail/Forwarding_Email.aspx

General Course Philosophies & Policies

- Active class participation is expected.
 - Announcements will be made via Canvas. All assignments will be available in Canvas.
 - **Unfortunately, there are no make-up exams. A missed exam is a zero score – please plan your schedule accordingly!**
 - **Late assignments are not accepted. Assignment(s) not turned in by the due date will receive a grade of zero.**
 - A "W" grade will be assigned if a student withdraws before the deadline while maintaining a passing grade.
 - Unless stated otherwise on the "Schedule of Classes" or through email, all classes will be held in our regular classroom.
 - If you have any problem(s) that might impede your performance in this course, please bring it to the attention of the instructor immediately.
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Grading Information

3 Tests

6 Individual class assignments.

1 Extra credit assignment

Grade Reporting: Grades will only be sent electronically to Canvas.

Exam Schedule

Exam 1	Wednesday	May 20	Chapters 1-4
Exam 2	Wednesday	June 8	Chapters 5-8
Exam 3	Wednesday	June 17	Chapters 9-12

	Number	Points Each	Total
Three exams	3	(20,20,20)	60
One class policy quiz	1	2.5	2.5
One article review	1	10	10
One Quiz	1	5	5
Two discussion boards	2	5	10
Participation	1	12.5	<u>12.5</u>
Total points			100

Grading scale

Grades Scored Between		Will Equal
94%	and 100%	A
90%	and Less Than 94%	A-
87%	and Less Than 90%	B+
84%	and Less Than 87%	B
80%	and Less Than 84%	B-
77%	and Less Than 80%	C+
70%	and Less Than 77%	C
60%	and Less Than 70%	D
0%	and Less Than 60%	F

PTS	Grade
94	A
90	A-
87	B+
84	B
80	B-
77	C+
70	C
67	D

Less than 60 - F

Individual class assignments

1. **Article review:** you will be given an article to read and need to submit a 1-2 page summary/opinion by the due date.
2. **Discussion boards:** for these assignments you be assigned a topic and have to post in the discussion board in canvas.

Full requirements and details on assignments will be posted in Canvas in the individual assignments section.

Course Outline

Module 1	1.1 The Importance of MIS
	1.2 Business Processes, Information Systems, and Information
	1.3 Organizational Strategy, IS and Competitive Advantage
	1.4 Hardware and Software
Module 2	2.1 Database Processing
	2.2 The Cloud
	2.3 Organizations and Information Systems
	2.4 Social Media Information Systems
Module 3	3.1 Business Intelligence Systems
	3.2 Information Systems Development
	3.3 Information Systems Management
	3.4 Information Security Management

Assignment Submission in Canvas

All written assignments will be submitted in Canvas. Your grade will be based on what is submitted before the due date with no option to resubmit after the deadline so be sure to attach the correct file. Failure to submit or submitting the wrong file will result in a grade of zero, so please check the assignment to verify it is in Canvas. You can test what file was submitted to ensure it is correct by downloading it from the assignment in Canvas.

Final Grades

The final grade for the course will be based on the total amount of points accumulated at the end of the term. Grades are not rounded up and no points will be given regardless of how close a student may be to the next highest grade. Instead, the option for extra credit assignment(s) will be given. If you are concerned about potentially missing the next letter grade by a small margin, the only option available is to do the extra credit assignments when assigned.

If a grade is missing contact the instructor immediately. If you have an assignment you think is not graded correctly you must contact the instructor within two weeks after the grade is posted, otherwise the grade in canvas will be the final grade.

Disability

If you have a disability, as defined by the Americans with Disabilities Act (ADA), which requires a classroom accommodation or auxiliary aid(s), please inform me of your needs during the first week of class so that I may take appropriate action. You should also notify the Office of Disabled Services Programs at 620-2769 concerning any needs you may have. See <http://www.unf.edu/dept/disabled-services/> for more information.

Other issues / Notes

Assurance of Learning

Grades and/or test results may be used for program accountability (e.g., AACSB Accreditation) and research. Individual students' work and grades will not be used or published for research. Only aggregate data will be utilized for purposes of research; there will be no intervention or interaction with individuals, and the information will not be individually identifiable.

Continuity of Instruction

In the event of disruption of normal classroom activities due to an emergency such as hurricane, or other unforeseen event or combination of events, the format of this course may be modified in order to enable completion of the course requirements. In that event, you will be provided an addendum to this syllabus that will supersede this version. It is your responsibility as a student participant to be proactive during any emergency to find instructions that I will post in Canvas which you should check daily.

UNF Academic Integrity Code

All UNF students are responsible for reading, understanding and adhering to the university's Academic Integrity Code (http://www.unf.edu/catalog/policies/academic_integrity).

On individual assignments and projects, you are expected to do your own work and to not allow others to view or copy your work. Of course, you may discuss specific problems or issues with classmates, but you may not ask a classmate to show you their assignment. Copying all or part of another student's assignment, having someone else write part of your assignment, using material without attribution and presenting it as your own will all be considered violations of the University of North Florida Policy on Academic Honesty and will be referred to the appropriate persons for review.

Wall Street Journal

The Coggin College of Business (CCB) is a Wall Street Journal Partner School. Each student enrolling in one or more Coggin College of Business courses numbered 3000 or higher is assessed a \$8 fee during each fall and spring semester. The fee is just \$8, regardless of how many CCB courses the student takes. The fee is assessed at the same time and in the same manner as all other UNF fees, and the student pays this fee when he/she pays his other tuition and fees. In return, each student will receive access to all of the WSJ's on-line editions (e.g., European, Asian) through the UNF MyWings portal. Students who already have personal subscriptions can have the WSJ refund those dues. For information on that process, as well as more about Coggin's partnership with the WSJ, please visit http://www.unf.edu/coggin/advising/Wall_Street_Journal.aspx