

# BADM 2301

This repository contains resources for instructing a university-level course on Management Information Systems ([https://en.wikipedia.org/wiki/Management\\_information\\_system](https://en.wikipedia.org/wiki/Management_information_system)) .

university	school	department	semester	course	section	credits
The George Washington University (GWU)	School of Business	Business Administration (BADM)	Fall 2015 (201503)	Management Information Systems Technology (2301)	Monday Mornings (11)	3

University References:

- Course Description (<http://bulletin.gwu.edu/search/?P=BADM+2301>)
- Course Schedule (<http://my.gwu.edu/mod/pws/courses.cfm?campId=1&termId=201503&subjId=BADM>)
- Required Materials ([http://www.bkstr.com/webapp/wcs/stores/servlet/booklookServlet?bookstore\\_id-1=122&term\\_id-1=201503&div-1=&dept-1=BADM&course-1=2301&section-1=11](http://www.bkstr.com/webapp/wcs/stores/servlet/booklookServlet?bookstore_id-1=122&term_id-1=201503&div-1=&dept-1=BADM&course-1=2301&section-1=11))
- Tentative Final Exam Schedule (<https://registrar.gwu.edu/sites/registrar.gwu.edu/files/downloads/Fall2015TentativeExams.pdf>)

## Description

This course is described as:

*An introduction to data and information processing concepts and systems viewed from a contemporary management perspective. Emphasis on uses and applications as well as emerging managerial issues with the potential to reshape the form and function of information systems.*

Subject matter includes:

1. The Role of Technology in Business
2. Identification and Communication of Business Processes and Problems
3. Professional Business Technology Skills
4. Information System Analysis, Planning, Design, and Implementation

## Location

building name	room number	address
Duques Hall	351	2201 G Street NW, Washington DC 20052

## Schedule

The class meets on Monday mornings from 11:10am to 1:40pm. Class time will include two sessions or roughly equal length (70 minutes) separated by a short (10 minute) break.

time range	usage
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time range	usage
11:10am to 12:20pm	Session I
12:20pm to 12:30pm	Break
12:30pm to 1:40pm	Session II

The class Schedule ([SCHEDULE.md](#)) contains a tentative week-by-week description of the topics and technologies covered in each class, as well as assignments given and due. It may change to reflect the pace of instruction.

## Calendar

The class meets from 8/31/15 through 12/9/15. The course Calendar ([CALENDAR.md](#)) reflects the most up-to-date scheduling information, including class times, instructor office hours, holidays, support sessions, and more.

## Learning Community

The Learning Community is comprised of a Professor, a Teaching Assistant, and many Students.

### Professor

name	nickname	email	academic qualifications	professional experience	email preferences
Michael Rossetti	Mike	rossetti@gwu.edu (mailto:rossetti@gwu.edu)	MS in Information Systems, GWU 2010	LinkedIn Profile ( <a href="https://www.linkedin.com/in/mikerossetti">https://www.linkedin.com/in/mikerossetti</a> )	48-72 hour response grace period

*Please wait until end of semester to connect with the professor on LinkedIn, and include the course number (BADM 2301) in your invitation message.*

### Teaching Assistant

name	nickname	email	academic qualifications	email preferences
Ademuyiwa Adesoye	Ade	muadesoye@gwmail.gwu.edu (mailto:muadesoye@gwmail.gwu.edu)	MS in Information Systems, GWU 2016	24 hour response grace period

## Students

This course is required for all undergraduate students in the Business School. Around **40** undergraduates are enrolled in this section.

### Prerequisites

Each student enrolled in this course should already have *basic knowledge of Microsoft Word, Excel, and PowerPoint*, or their Mac OS or Google Drive equivalents.

## Learning Objectives

The Learning Community operates for the following purposes:

1. To acquire and expand subject matter knowledge
2. To improve technology skills
3. To acquire and maintain a relevant understanding of contemporary industry practices and challenges
4. To leverage technology as an outlet for creativity
5. To improve communication and presentation skills
6. To improve writing skills
7. To improve the ability to work in teams

Class assignments are designed to reflect and measure performance against these stated learning objectives.

## Operations

### Teaching Methods

#### More Practice than Theory

This course calls for a required lab component to ensure students acquire relevant technical skills.

Emphasis will be placed on providing students with experiential and active learning opportunities.

Accordingly, instruction will more often take the form of lab sessions and support sessions than lecture sessions.

#### Accompanying Textbook

The following text book has been assigned to accompany this course:

title	author	edition	isbn	price range
Intro to Information Systems	Rainer	5th	9781118674369	\$62.50 - \$176.75

Relevant material from the textbook will be covered during lectures.

Students may optionally choose to purchase, borrow, or loan the book for additional context.

### Evaluation Methods

There are no exams for this course. Student learning will be evaluated through the submission of assignments.

#### Assignments

All Assignments (ASSIGNMENTS.md) must be delivered before the end of the last day of the semester (midnight concluding 12/9).

Each assignment carries a suggested delivery date to help students manage their time. In some cases, assignment delivery dates are not flexible (e.g. in-class lab assignments).

Assignments submitted by the delivery date will be evaluated/graded by an instructor within a reasonable amount of time (roughly one or two weeks following the delivery date).

Often, evaluation will contain feedback on how to improve the submission.

### Communication and Collaboration

To ensure students receive sufficient instructional support and equal access to the time and attention of

instructors, and to provide students with hands-on experience using contemporary business collaboration tools (<http://www.theatlantic.com/technology/archive/2015/07/the-secret-startup-saved-healthcare-gov-the-worst-website-in-america/397784/>) , members of the Learning Community will communicate and collaborate according to a specified set of tools and guidelines (COMMUNICATIONS.md) .

## **Conduct**

To foster and promote a positive and successful learning environment, each member of the Learning Community agrees to abide by University Codes of Conduct (CONDUCT.md) .

# Calendar

## BADM 2301

Today

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▶

September 2015

▼

Print

Week

Month

Agenda

▼

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31 11:10am BADM 2301	Sep 1 11:30am BADM 2301 F 12:30pm BADM 2301 C	2	3 2am BADM 2301 Offi	4	5
6	7	8 11:30am BADM 2301 F 12:30pm BADM 2301 C	9	10 2am BADM 2301 Offi	11	12
13	14 11:10am BADM 2301	15 11:30am BADM 2301 F 12:30pm BADM 2301 C	16	17 2am BADM 2301 Offi	18	19
20	21 11:10am BADM 2301	22 11:30am BADM 2301 F 12:30pm BADM 2301 C	23	24 2am BADM 2301 Offi	25	26
27	28 11:10am BADM 2301	29 11:30am BADM 2301 F 12:30pm BADM 2301 C	30	Oct 1 2am BADM 2301 Offi	2	3

Events shown in time zone: Eastern Time

## Subscribe

attribute name	attribute value
Calendar ID	2ckuqh5g8c38iif00qp8etavjo@group.calendar.google.com
XML	<a href="https://www.google.com/calendar/feeds/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic">https://www.google.com/calendar/feeds/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic</a> ( <a href="https://www.google.com/calendar/feeds/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic">https://www.google.com/calendar/feeds/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic</a> )
ICAL	<a href="https://www.google.com/calendar/ical/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic.ics">https://www.google.com/calendar/ical/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic.ics</a> ( <a href="https://www.google.com/calendar/ical/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic.ics">https://www.google.com/calendar/ical/2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com/public/basic.ics</a> )
HTML	<a href="https://www.google.com/calendar/embed?src=2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com&amp;ctz=America/New_York">https://www.google.com/calendar/embed?</a> <a href="https://www.google.com/calendar/embed?src=2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com&amp;ctz=America/New_York">src=2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com&amp;ctz=America/New_York</a> ( <a href="https://www.google.com/calendar/embed?src=2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com&amp;ctz=America/New_York">https://www.google.com/calendar/embed?src=2ckuqh5g8c38iif00qp8etavjo%40group.calendar.google.com&amp;ctz=America/New_York</a> )

# Assignments

name	weight	comments
Questionnaire (assignments/questionnaire.md)	5%	
Meetups (assignments/meetups.md)	10%	
Systems Analysis (assignments/systems-analysis.md)	15%	
Lab Assignments	30%	see below for break-down
Group Project Assignments	40%	see below for break-down

## Lab Assignments

name	weight	comments
Documents (assignments/lab/docs.md)	(30% * 10%)	in-class
Diagrams (assignments/lab/diagrams.md)	(30% * 10%)	in-class
Data Processing (assignments/lab/data-processing.md)	(30% * 15%)	take-home
Database Management Software (assignments/lab/database-management-software.md)	(30% * 5%)	in-class
Data Analysis (assignments/lab/data-analysis.md)	(30% * 10%)	in-class
Relational Data Analysis (assignments/lab/relational-data-analysis.md)	(30% * 10%)	in-class
Data Forms and Reports (assignments/lab/data-forms-and-reports.md)	(30% * 10%)	take-home
Data Dashboards (assignments/lab/data-dashboards.md)	(30% * 5%)	take-home

name	weight	comments
Personal Website (assignments/lab/personal-website.md)	(30% * 25%)	take-home

## Group Project Assignments

name	weight
Mid-term Pitch (assignments/group-project/midterm-pitch.md)	(40% * 20%)
Final Deliverable (assignments/group-project/final-deliverable.md)	(40% * 50%)
Final Presentation (assignments/group-project/final-presentation.md)	(40% * 30%)

# Schedule

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## Week 1 - 8/31/15

duration (mins)	usage
70	Context Lecture
10	Break
70	Information Systems Lecture

Assignment(s):

- Questionnaire ([assignments/questionnaire.md](#)) (Given and Due)
- IS Analysis Paper ([assignments/systems-analysis.md](#)) (Given)
- Meetups Writeup ([assignments/meetups.md](#)) (Given)

## Week 2 - 9/7/15

Labor Day – No Class

## Week 3 - 9/14/15

duration (mins)	usage
70	Documents Lab (Part I)
10	Break
70	Documents Lab (Part II), including in-class assignment

Assignment(s):

- IS Analysis Paper ([assignments/systems-analysis.md](#)) (Due)
- Documents Lab Assignment ([assignments/lab/docs.md](#)) (Given and Due)
- Group Project Mid-term Pitch ([assignments/group-project/midterm-pitch.md](#)) (Given)
- Group Project Final Deliverable ([assignments/group-project/final-deliverable.md](#)) (Given)
- Group Project Final Presentation ([assignments/group-project/final-presentation.md](#)) (Given)



## Week 4 - 9/21/15

duration (mins)	usage
20	Identifying Business Processes Lecture
50	Diagrams Lab (Part I)
10	Break
70	Diagrams Lab (Part II), including in-class assignment

Assignment(s):

- Diagrams Lab Assignment ([assignments/lab/diagrams.md](#)) (Given and Due)

## Week 5 - 9/28/15

duration (mins)	usage
70	Spreadsheets Lab (Part I)
10	Break
70	Spreadsheets Lab (Part II)

Assignment(s):

- Data Processing (Spreadsheets) Lab Assignment ([assignments/lab/data-processing.md](#)) (Given)

## Week 6 - 10/5/15

duration (mins)	usage
90	Group Project Midterm Pitches
10	Break
50	Support for Documents, Diagrams, Spreadsheets, Group Projects

Assignment(s):

- Data Processing Lab Assignment ([assignments/lab/data-processing.md](#)) (Due)
- Group Project Midterm Pitches ([assignments/group-project/midterm-pitch.md](#)) (Due)

## Week 7 - 10/12/15

duration (mins)	usage
50	Databases and Database Management Software Lecture
10	Break
90	Database Management Software (DBMS) Lab, including in-class assignment

Assignment(s):

- Database Management Software (DBMS) Lab Assignment ([assignments/lab/database-management-software.md](#)) (Given and Due)

## Week 8 - 10/19/15

duration (mins)	usage
70	Data Analysis (SQL) Lab, including in-class assignment
10	Break
40	Relational Databases (Normalization, Architecture and Design) Lecture
30	Relational Data Analysis Lab, including in-class assignment

Assignment(s):

- Data Analysis (SQL) Lab Assignment ([assignments/lab/data-analysis.md](#)) (Given and Due)
- Relational Data Analysis Lab Assignment ([assignments/lab/relational-data-analysis.md](#)) (Given and Due)

## Week 9 - 10/26/15

duration (mins)	usage
20	Data Integrity Lecture
50	Data Forms and Reports (MS Access) Lab Part I
10	Break

duration (mins)	usage
70	Data Forms and Reports (MS Access) Lab Part II

Assignment(s):

- Data Forms and Reports Assignment ([assignments/lab/data-forms-and-reports.md](#)) (Given)

## Week 10 - 11/2/15

duration (mins)	usage
50	Data Dashboards Lecture
10	Break
90	Data Dashboards (Tableau) Lab

Assignment(s):

- Data Forms and Reports Assignment ([assignments/lab/data-forms-and-reports.md](#)) (Due)
- Data Dashboards Lab Assignment ([assignments/lab/data-dashboards.md](#)) (Given)

## Week 11 - 11/9/15

duration (mins)	usage
70	Websites (HTML and CSS) Lecture
10	Break
70	Websites Lab

Assignment(s):

- Data Dashboards Assignment ([assignments/lab/data-dashboards.md](#)) (Due)
- Personal Website ([assignments/lab/personal-website.md](#)) (Given)

## Week 12 - 11/16/15

duration (mins)	usage
10	Web Forms (JavaScript) Lecture

duration (mins)	usage
10	Break
70	Web Forms Lab

*No assignments given or due.*

## Week 13 - 11/23/15

duration (mins)	usage
70	Networks and Hardware Lecture
10	Break
70	Networks and Hardware Lab, including in-class assignment

Assignment(s):

- Networks and Hardware Assignment ([assignments/lab/networks-and-hardware.md](#)) (Given and Due)

## Week 14 - 11/30/15

duration (mins)	usage
70	Security, Privacy, and Ethics Lecture
10	Break
70	Group Project Support

## Week 15 - 12/7/15

duration (mins)	usage
90-120	Group Project Final Presentations

Assignment(s):

- Group Project Final Deliverable ([assignments/group-project/final-deliverable.md](#)) (Due)
- Group Project Final Presentations ([assignments/group-project/final-presentation.md](#)) (Due)

**12/9/15**

No Class. No Final Exam. Last day to submit/revise assignments.

# Communication and Collaboration Tools and Guidelines

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## Chat

Most course communication and collaboration will take place in the designated Slack (<https://slack.com/>) chat room.

*bookmark this: <https://gwu-business.slack.com/messages/badm-2301/> (<https://gwu-business.slack.com/messages/badm-2301/>)*

Reference:

- how to emoji (<https://slack.zendesk.com/hc/en-us/articles/202931348-Emoji-and-emoticons>)

## Instructional Materials

All class documents and instructional materials are available online in a public GitHub (<https://github.com/>) repository.

*bookmark this: <https://github.com/gwu-business/badm-2301> (<https://github.com/gwu-business/badm-2301>)*

At any given time, documents in the repository may be at different stages of ideation and completion. The words `todo` and `TBA` signify intention of updating a document.

If you see a typo, or would like to contribute to the materials, feel free to edit any of the documents (requires a GitHub account; ask an instructor how to "commit").

For convenience, some instructional materials, like the Syllabus, will be posted to Blackboard as well. These documents will be versioned, and may be out-of-date at some times.

## Email

All members of the Learning Community have **GWU-issued email addresses**, which may be used for email communications. If emailing an instructor, include `BADM-2301` in the subject.

## Assignment Submission

Most assignments will be submitted through Blackboard (<http://www.blackboard.com/>), mostly for privacy reasons.

*bookmark this: <https://blackboard.gwu.edu/> (<https://blackboard.gwu.edu/>)*

# University Codes of Conduct

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## Academic Integrity

Although students are encouraged to work with each other to discuss and solve problems, submission of identical or nearly identical work will be seen as an infraction of the honor code and could lead to failure or dismissal. See the Honor Code policy for more information.

## Honor Code

Students are to adhere to the Code of Student Conduct, and other policies and regulations as adopted and promulgated by appropriate University authorities. Copies of these documents may be obtained from the Office of the Dean of Students or from the offices of the academic deans. No infractions will be tolerated. Students violating the Code of Student Conduct will be dismissed from class and will receive an "F" for the course.

## Religious Holidays

The university policy regarding religious holidays is that it is the student's responsibility to notify faculty during the first week of the semester of their intention to be absent from class on their day(s) of religious observance. The faculty continues to extend to these students the courtesy of absence without penalty on such occasions, including permission to make up examinations.

## Disabilities

Any student who needs an accommodation based on the impact of a disability should contact the Office of Disability Support Services (Marvin Center 242) at 202-994-8250. The DSS will contact the professor. You must inform both your BADM 2301 lab and lecture professor about any accommodations that DSS recommends.

## Sexual Harassment

See <http://my.gwu.edu/files/policies/SexualHarassmentFINAL.pdf>

(<http://my.gwu.edu/files/policies/SexualHarassmentFINAL.pdf>)