

# Management Information Systems MIS 310

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# COURSE DESCRIPTION

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- Examines the applications of computer-based information systems to the management of organizations
- Use of information
- Role of users
- Information architecture
- Decision-support process development
- Current technologies and trends

# LEARNING OBJECTIVES

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- Explain the role of information in management, strategy, tactics, and operations
- Describe emergent information technologies and software
- Discuss ethical and social issues relating to information systems
- Identify, conceptualize, and develop solutions and present them orally and in writing

# COURSE STRUCTURE

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1. Information Systems Concepts
  - Readings, videos, presentations
  - Case Studies
  - Quizzes
  - Discussions
  - Activities
2. Software Tool Skills: MS Excel, MS Access, HTML
  - Hands-on Projects
  - Assignments
3. E-Commerce Group Project
  - Semester long

# REQUIREMENTS

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- Prerequisite: COMP 101 or equivalent
- Textbooks
  - *John Gallaugher: [Information Systems: A Manager's Guide to Harnessing Technology](#)*
    - OER book
    - Latest version chapters and case studies will be provided
- [CI Docs](#), part of Dolphin Pod Access
  - Google Docs, Slides, and Sites.
  - Use your CI Google account to access the class documents

# REQUIREMENTS

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- Access to a PC with adequate software products such as Microsoft Office (including Excel and Access)
  - Download Office 365 applications
    - <https://www.csuci.edu/its/msoffice365/>
      - <https://go.csuci.edu/office365>
  - The campus has set up a system to meet this course needs with a virtual lab. MS Excel and MS Access are available via CIVL.
    - Access link to virtual lab.
      - <http://go.csuci.edu/vdi>
    - Documentation
      - <https://www.csuci.edu/its/labs/index.htm>
      - [Access CI Virtual Labs \(CIVL\) Using a Web Browser](#)
  - Online Office 365 version is NOT sufficient
- Other software tools
- Zoom meetings might be scheduled in case of in class session cancelation.

# GRADING

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- Grades will be posted on the class Canvas site
- Attendance: 5 %
- Class participation: 15 %
- 3 Assignments: 27%
- 1 Group Project: 20%
- Midterm Exam: 15%
- Final Exam: 18%

A	93 +
A -	90 - 92.99
B +	88 - 89.99
B	83 - 87.99
B -	80 - 82.99
C +	78 - 79.99
C	73 - 77.99
C-	70 - 72.99
D+	68 - 69.99
D	63 - 67.99
D-	60 - 62.99
F	60 <

# CLASS POLICIES

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## 1. Make – Up Policy

- In the case of an unforeseen, documented emergency
- A significant reason approved in advance by the instructor
- Canvas' quizzes can be taken only with instructor approval.
- Alternative activities to make-up attendance or participation grades will be given if approved

## 2. Late Assignment Policy

- Expected to meet the designated due dates throughout this course
  - If you anticipate a problem with a due date, message me in advance.



# CLASS POLICIES

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## 3. Canvas Grade Policy

- Grade becomes permanent in 2 weeks after a grade is recorded

# CLASS POLICIES

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## 4 Honor Code Policy

- The work you submit must be your own
- Using AI
  - What are the benefits of using AI in the learning process and at work?
  - What are the drawback of using AI in the learning process and at work?
  - What can human do better than AI?
    - creativity and Innovation
    - strategic and critical thinking,
    - empathy and communication,
    - adaptability and flexibility,
    - ethical decision-making
    - intuition and gut feeling
    - emotional and cultural intelligence

**LET'S PRACTICE DO BETTER THAN AI!**

# CLASS POLICIES

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- Using AI
  - What would you allow to use AI for in this class?
    - idea development,
    - source suggestion,
    - title suggestion,
    - research guidance,
    - grammar and syntax correction,
    - technical terms explanation,
    - project planning,
    - dataset explanation,
    - supplementary learning materials recommendations
    - other with instructor permission

# CLASS POLICIES

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## 4 Honor Code Policy

- The work you submit must be your own
- Using AI
  - Submitting content for evaluation that was produced in whole or in part by GAI tools, except for the specific purpose(s) and assignment(s) discussed and authorized by the instructor, constitutes cheating and a violation of academic integrity.
    - Request Approval
      - » purpose
      - » how it will improve your work
    - Cite Material Generated With GAI
      - » material generated with GAI should be acknowledged with citations and bibliographies
        - *“Exact prompt you used” prompt. ChatGPT, Day Month version, OpenAI, Day Month Year, chat.openai.com*

# CLASS POLICIES

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## 5. Disruption Policy

- Any changes in the course delivery will be communicated via Canvas announcement or/and an e-mail
- Alternative asynchronous activities and/or a zoom meeting link will be provided
- Any absence by the student must be communicated as per Communication and Make-up Policies.

# COMMUNICATIONS

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- Canvas Conversation feature (preferred)
  - Mon to Fri, 8am to 5pm
  - Email subject: MIS310 OX+ Question Summary
  - Set up Canvas notifications
  - My email: [larisa.cherkasov@csuci.edu](mailto:larisa.cherkasov@csuci.edu)
- Office Hours: Refer to syllabus
- Course Announcements in Canvas
  - Class updates and tips
  - Set up Canvas notifications

# Questions?

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# Syllabus Questions

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- When is the class' office hour?
- How much is the class' text book?
- How do you access MS Excel and Access if you don't have them installed on your computer?
- What Google account do you have to use to access class' Google documents?
- What are the class' make-up policies?
- Give an example how you CAN NOT use ChatGTP in this class.
- What is the process to contact me if you have any questions?



# Introductions

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## Introduce yourself to the class

- State your preferred name
- What is your dream job? (real or fictional)
- Are there any MIS specific topics you would like to be covered in the class?
- If you had to describe your best contribution to a group project in just one word, what would it be?
- Anything else you want to tell about yourself?