Business Information Systems

Instructor	Dr. Lombardi	Course	CIS 210
Office	BUS 106	School	School of Business
Email	telombardi@gmail.com	Program	Undergraduate/BBA
Phone	724-249-5553	Credits	3

Course Description
This course provides the knowledge necessary to understand and manage computers and information within contemporary business environments. Procedures for evaluating, testing and selecting appropriate software and hardware systems are considered. Ethical issues and human factors in information systems are considered.

Prerequisites
(CIS 101 OR CSC 117) AND (BUS 112 OR HOS 101)

Course Objectives
This course introduces students to the basic concepts of business information systems. During this course, students will develop their ability to:

- Describe the role of hardware, software, data, people, and processes in the development, deployment and operation of business information systems;
- Design and document business information systems to support effective operations and decision making;
- Apply fundamental concepts of information systems to technical and business problems;
- Analyze and interpret the role of human factors and security in information systems;
- Perform practical computing tasks in support of business objectives.

Readings
Vermaat et al. (2016). *Discovering Computers 2016*. Cengage Learning. ISBN: 978-1-305-39185-7
In addition to the textbook, the instructor will assign supplemental **required** readings during the semester. The course website is http://telombardi.github.io/bis/

Assignments and Grading
Class Preparation and Participation
You are expected to come to each class on time and prepared to participate. Prepared students:
- Read the assigned texts and multimedia materials prior to the class meeting;
- Review the course notes;
- Study the concepts to be discussed;
- Collect questions regarding the material and the course;
- Walk with pens or pencils, notebooks, course textbook, and supplemental readings.

In addition to these preparatory steps, **I assume that students check their UVI Email at least once per day.** When you cannot attend class due to a conflict, I expect that you will contact me via your UVI Email as soon as possible. Students may contact the instructor via email, phone or in person.

Students accrue participation points every day based on punctuality, attendance, preparation and attentiveness to classroom activities. Students cannot make up missed classes, and therefore, they should consider attendance mandatory. Your presence in class is a necessary, but not sufficient condition to earn participation points for a class. If students distract themselves or others from the planned activities for the day, those students will not receive full credit. Excused absences must be presented to the instructor as soon as possible.

Quizzes
Quizzes are short, unannounced, assessments designed to check student comprehension of readings and course material. Students should expect a quiz every session. No makeup quizzes will be scheduled.

Exams
Exams are comprehensive assessments of course content. No makeup exams will be scheduled.

Assignments and Projects
Assignments and projects help students practice core skills and review important concepts. **Unless otherwise instructed, students should work on assignments and projects individually.** The instructor will provide detailed descriptions of assignments and projects as the course progresses.

Summary of Graded Activities

Activities	Points
Preparation and Participation	100
Quizzes	100
Midterm	100
Assignments and Projects	100
Final	100
TOTAL	500

Point-to-Final Letter Grade Conversion
A >= 475 | A- >= 450 | B+ >= 440 | B >= 410 | B- >= 400 | C+ >= 390 | C >= 360 | C- >= 350 | D+ >= 340 | D >= 300 | F < 300

Comfortable Learning Environment
Students have the right to learn in a non-threatening environment that is free from intimidation or harassment. Shared resources like classroom computers must be kept free from offensive material. Students experiencing incidents which cause them to become uncomfortable should report these incidents to the instructor immediately. If the instructor is the source of intimidation or harassment, students should contact the Dean of the School of Business. As a courtesy to the instructor and to other students, please turn off electronic devices which may cause a distraction during class. Please do not allow your computer or phone to become a distraction during class time. **As aspiring professionals, I expect you to treat our class meetings with the same care and diligence as you would any business meeting.**

Academic Integrity
The instructor assumes that each student has read the University's policy on Academic Integrity, published in the 2016-2018 Catalog (pp. 64-65). The instructor assumes that a student's work represents a sincere attempt to engage with the course of study outlined for this class. All cases of academic misconduct will be handled according to the procedures outlined in the Catalog's policy on Academic Integrity. **Unless explicitly instructed otherwise, students are to complete all assignments in this class individually.** Students should seek help only from the instructor or his designee. The instructor considers violations of this policy a breach of the UVI Policy on Academic Integrity.

Course Schedule

This course schedule provides a rough outline of the topics under review this semester. See course website for an extended version of this course schedule.

Meeting	Topic of Study	Readings
1/9 - 11	MW: Course Overview and Introduction	DC 12
1/16	*M: Martin Luther King Jr. Holiday (No Class)*	
1/18	W: Computer Hardware	DC 1
1/23	M: Computer Hardware	DC 6
1/25	W: Computer Hardware	
1/30	M: Computer Hardware	DC 7
2/1	W: Computer Hardware	
2/6	M: Computer Hardware	DC 8
2/8	W: Computer Hardware	
2/13	**M: Midterm**	
2/15	W: Networking	DC 2
2/20	M: Networking	DC 10
2/22	W: Networking	
2/27	M: Operating Systems	DC 9
3/1	W: Operating Systems	
3/6 - 8	*Spring Recess: No Class*	
3/13	M: Software	DC 4
3/15	W: Software	
3/20	M: Software	DC 11, 515-539
3/22	W: Software	
3/27	M: Data and Information Management	DC 11, 497- 515
3/29	W: Data and Information Management	
4/3	M: Data and Information Management	
4/5	W: Data and Information Management	
4/10	M: Computer and Information Security	DC 5
4/12	W: Computer and Information Security	
4/17 - 19	Project Work	
4/24	Course Review	
Final Exam	See course website for details per section.	

The instructor may change this syllabus.