# IS 300 – Management Information Systems

## SPRING 2017

Section 4 – M/W 10 – 11:15 am          ITE 229
Section 3 – M/W 4 – 5:15 pm            PHYS 201

**Required Text**: *Management Information Systems, seventh edition* (2015), by Sousa and Oz (modified for our course)

I**nstructor**:  Mrs. Amy Everhart                    **Office**:  ITE 412

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**Office Hours:**  M/W 1:30 – 2:30 pm and by appointment; sign up outside of office door.

**Course Description:**  This course is designed to teach the fundamentals underlying the design, implementation, control, evaluation and strategic use of modern computer-based information systems for business data processing, office automation, information reporting, decision-making and electronic commerce.  The major emphasis will be on the managerial and strategic aspects of information technology.

**Course Pre-Requisites:**  The recommended course preparation for IS 300 is IS 101. IS 300 is a required course for the BTA and IS BS degrees and is part of the IS BS gateway (students entering UMBC prior to Fall 15 need a B average between IS 300 and 310; those entering UMBC Fall 15 or later need a B in both IS 300 and IS 310). BTA majors have no gateway requirement.

**Student Learning Outcomes:**  Each learning outcome is specifically assessed during the semester. Students should aim for a 70% score for an outcome to show understanding of it.

1. Students will be able to identify and explain fundamental information systems concepts, classes of systems, and terminology as well as be able to describe organization structure, policy, culture, roles, management and markets.

 2.  Students will be able to analyze how organizations are impacted by IS, to include their effectiveness and competitive advantage.

 3.  Students will critique ethical considerations of managing data and technology.

 4.  Students will recognize different sources for library research and learn how to use the resources at UMBC.

5. Students will be able to analyze complex problems through critical reasoning.

6. Students will be able to defend their ideas with evidence in front of peers and instructor.

7. Students will be able to present their ideas professionally, handling audience interaction appropriately.

8. Students will be able to create clear, competent, correctly referenced text illustrated, at a minimum, through the assembly of an annotated bibliography on an IS topic.

**Course Format:**  The course material will be presented in a variety of ways.  Lecture slides will be presented.   Lecture and class discussion will be utilized, as well as peer learning via presentation and small group work.  Blackboard will be used to send and receive assignments, track grading and as a communication tool for email and announcements.  Be sure that your UMBC email is active and working.  Laptops and other electronic devices will not be permitted in class unless explicitly required for an activity. Course readings should be done before coming to class. Misuse of your electronic device will cause you to forfeit the device for the semester.

Although class attendance is not counted toward or against your grade, students who regularly attend class and participate in class discussions are better prepared for assessments.  If you are unable to attend class for any reason, please see a classmate for notes and class discussion topics missed.

**Exams:**  There will be four exams in the course.  The exams will be a combination of multiple choice, short answer and essay questions.   Students will be expected to apply knowledge learned in class on the exams, not simply regurgitate facts.

The dates of the exams are as follows:

**Feb 27–** Chapters 1 - 3, class articles and discussions
**Apr 10–** Chapters 6 – 8, 14, class articles and discussions
**May 1–** Chapters 9 - 11, class articles and discussions
**May 15** – Chapters 12 – 13, class articles and discussions

**Article Reviews and Presentations:**  Each student is required to write 2 (2) reviews of relevant IT articles.  The review should relate to a topic in the course – no product or app reviews!  The article on which the review is based cannot be more than **3** months old.  The ½ page review must also include a sentence or two as to how the topic relates to a MIS concept.  Include the full bibliographic (APA) entry at the bottom of the page, as well as your name, section number and the article number at the top of the page.  The due dates for the two reviews are **2/13, 3/1**.  The reviews are to be typed – hard copy handed in (no electronic copies are accepted).  Late reviews will not be accepted.

In addition, each student will present one of their reviews to the class and lead a 5 minute discussion about that topic.  Students will select their presentation date.  Article reviews that are presented must be emailed to me by the presentation date so that I can post them for the class.  Students are responsible for not duplicating presented articles.  **No** credit will be given for a duplicated presentation.  Students will be graded on the presentation of their article.  The grade will be based on how well the

student projected, explained the article problem and responded to questions/comments from the audience.  Gum chewing is not allowed during a presentation.  Posture, clear speaking and confidence are important skills to master. Practice before presenting to get a good presentation grade.

**Case Study:**  Each student will select an approved case study from the chapters.  No more than two students may do the same case study.  The questions from the case study must be numbered, typed and answered in complete sentences.  It is advisable to read the chapter your case study is in before answering the case study questions.  Case studies are due by **May 15**, but will be accepted at any earlier time. Any outside sources used in answering the questions must be cited in the response and in a Sources Used section at the end of the assignment.   Use APA format for the citations.

**Cyber Issues**:  Section 4 will be participating with IS 471 in a project regarding cyber issues.  To that end, both sections will be required to complete two short writing assignments specific to a cyber issue.  These are to be original works and are to cite at least one outside source, using APA format.  The assignments will be due on **Apr 3** and **Apr 24**.  Each must be typed and handed in on the date required.  No late submissions will be accepted.

**Ethical Debates:** Students will work in groups of 5 - 7 to prepare a 30 minute debate for the class on a selected topic.  Two to three of the students will be proponents of the idea, two or three opponents, and the last will be the moderator.  These debates will occur at various times throughout the semester (you will have ample time to prepare). A sign-up sheet for debate topics and further explanation will be forthcoming. All of the debaters in the group are graded on their preparedness (position paper that they write for the debate), their participation for the debate, the resources they used in their arguments and in the way they respond to audience questions during the debate.  The moderator is graded on the quality of the introduction of the debate, their ability to keep the debate on time and their summary of the debate.

**Annotated Bibliography:**  Each student will research an appropriate MIS topic and discuss potential references for using it in an annotated bibliography.  The annotated bibliography must include 10 relevant sources (dictionary definitions, .coms, Wikipedia are not considered relevant).  References must come from scholarly and popular press sources – use both types of sources.  Use **APA format** for the bibliography.  Type all deliverables using **font size 12**.  Late or incomplete deliverables will result in a 50% reduction in the final grade of the assignment, per late deliverable.

The assignment should be a review of a MIS application or concept, not a product review.  The assignment should emphasize a type of MIS, businesses who have used it, and the success of the MIS according to those businesses.  Examples of possible topics could be:  data warehousing used by FedEx, electronic commerce for small businesses, geographic information systems that help first responders, MIS for health care, expert systems used for replacing physicians, ethics in MIS, review of how various companies actually use MIS, cyberwarfare, etc.

| **Due dates:** | **Topic** | **Feb 22** |
|---|---|---|
| | **1 Entry** | **Mar 15** |
| | **Completed Assignment (10 entries, etc)** | **Apr 26** |

An example of an entry will be provided.

**Grade Breakdown:**

| | | |
|---|---|---|
| Exams | 1 @ 14%, 2@ 18%, 3@ 18%, 4 @ 10% | 60% |
| Article Review | 2 @ 4% each | 8% |
| Cyber Article Review | 2@ 4% each | 8% |
| Article Presentation | 1 @ 4% | 4% |
| Ethical Debates | | 5% |
| Annotated Bibliography | | 12% |
| Chosen Chapter Case Study | | 3% |

**Missed Work**:  Missed work of any kind will be accepted late only in the event of an extreme circumstance.  Documents may be required to make up work (court slips, doctor/hospital notes, etc.).

**Weather Issues and Course Cancelations:    I do not like winter.** If I will not be attending class, I will email you.  Even if UMBC is open, I may not be able to get in.  Check your email every day before class.

**Academic Integrity:  (http://umbc.edu/undergrad_ed/ai/students.html)**

By enrolling in this course, each student assumes the responsibilities of an active participant in UMBC's scholarly community in which everyone's academic work and behavior are held to the highest standards of honesty. Cheating, fabrication, plagiarism, and helping others to commit these acts are all forms of academic dishonesty, and they are wrong. Academic misconduct could result in disciplinary action that may include, **but is not limited to**, suspension or dismissal. To read the full Student Academic Conduct Policy, consult the UMBC Student Handbook, the Faculty Handbook, or the UMBC Policies section of the UMBC Directory.

All members of the UMBC community are expected to make a commitment to academic honesty in their own actions and with others. Academic misconduct could result in disciplinary action that may include suspension or dismissal. Following are examples of academic misconduct that are not tolerated at UMBC:

- **Cheating:** Knowingly using or attempting to use unauthorized material, information, or study aids in any academic exercise.
- **Fabrication:** Intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- **Facilitating Academic Dishonesty:** Intentionally or knowingly helping or attempting to help another commit an act of academic dishonesty.
- **Plagiarism:** Knowingly representing the words or ideas of another as one's own in any academic exercise, including works of art and computer-generated information/images.

Students who are found to have plagiarized any of their assignments will receive a 0 on the assignment. A report of academic misconduct will be filed against the student, as plagiarism is a violation of the

Undergraduate Academic Conduct Policy.  If you are unclear how to write without plagiarizing, see me at once.

**Student Disablility Services:**

UMBC is committed to eliminating discriminatory obstacles that disadvantage students based on disability.  Student Disability Services (SDS) is the UMBC department designated to receive and maintain confidential files of disability-related documentation, certify eligibility for services, determine reasonable accommodations, develop with each student plans for the provision of such accommodations, and serve as a liaison between faculty members and students regarding disability-related issues.  If you have a disability and want to request accommodations, contact SDS in the Math/Psych Bldg., room 212 or at 410-455-2459.  SDS will require you to provide appropriate documentation of disability.  If you require accommodations for this class, make an appointment to meet with me to discuss your SDS-approved accommodations.

**On-line Course Evaluations:** Students will be asked to complete an on-line course evaluation at the end of the semester.   Please respond to the emailed survey as soon as you receive it to avoid multiple emails from the evaluation company.  The results of the evaluation are confidential and are not given to the instructor until the grades for that semester are submitted.

Course Schedule

| Dates | Chapters from Text | Anything Due? | Anything Special? |
|---|---|---|---|
| Jan 30 | Kimball pg 1 - 3 | | Syllabus, BB site |
| Feb 1, 6 | Chapt 1 | Case study and Debate Sign ups (6) | |
| Feb 8, 13 | Chapt 2 | Art rev 1 (13) | Sec 4 to meet IS 417 (8) |
| Feb 15, 20 | Chapt 3 | | Debate 1 (15) |
| Feb 22 | | Ann. Bib. Topic Due | Catch up and Review |
| Feb 27 | Exam 1 – Chpts 1 - 3 | | |
| Mar 1 | | Art rev 2 | Debates 2 and 3 |
| Mar 6 | Chapt 6 | | |
| Mar 8, 13 | Chapt 7 | | |
| Mar 15 | Chapt 14**** | Ann. Bib. Entry 1 Due | |
| Mar 20, 22 | | | Spring Break |
| Mar 27 | | | Sec 4 meets with IS 471;  Sec 3 has guest speaker |
| Mar 29 | Chapt 7 | | Debate 4 |
| Apr 3, 5 | Chapt 8 | Cyber Assn 1 (3) | Debate 5 (8) |
| Apr 10 | Exam 2 – Chpts 6, 7, 14, 8 | | |

| Apr 12 | Chapt 9 | | |
|---|---|---|---|
| Apr 17 | Sec 3 – Chapt 9 | | Sec 4 – meets with IS 471 |
| Apr 19 | Sec 4 – Chapt 9 | | Sec 3 Debate 6 |
| Apr 24 | Chapt 10 | Cyber Assn 2 | |
| Apr 26 | Chapt 11 | Ann. Bib. Assign | |
| May 1 | Exam 3 – Chapts 9 – 11 | | |
| May 3 | | | Sec 4 – meets with IS 471, then Debate 6; Sec 3 – Debates 7 & 8 |
| May 8 | Chapt 12 | | |
| May 10 | Chapt 13 | | |
| May 15 | Exam 4 – Chapts 12 – 13 | Assigned Case Study | |
| May 22 | | | Sec 4 – Debates 7 & 8 10:30 – 12:30 |