



UNC CHARLOTTE

BELK COLLEGE of BUSINESS

**INFO 3130 – 001 Management Information Systems
Course Syllabus – Spring 2017**

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Office Hours: Tuesday & Thursday 3:30 – 5:00 pm and by appointment
Friday 254A

Required Course Materials: Essentials of Management Information Systems, 12th Edition, Laudon and Laudon, Pearson ISBN: 978-0-13-423824-1.
Other course materials including copies of presentations will be provided on the Course Canvas website at: <https://canvas.uncc.edu>
Turning Point Technologies Clicker Device and Software License Registration

Course Description: **Catalog Description:** Impact of information systems on management decision-making activities. Principles of the structure and analysis of information flows within an organization. Emphasis on database accumulation and generation, capabilities of information processing, system function (e.g., file creation, report generation, etc.) and evaluation and modification of information systems.
The course is designed to introduce students to the use of Information Systems (IS) as an essential tool for conducting business in an increasingly global and wired economy. The emphasis is on the conceptual foundations underlying the design, control and operation of IS and how IS provide organizations competitive advantages.
Prerequisite: ACCT 2121, 2122; ECON 2101, 2102; MATH 1120; INFO 2130; and STAT 1220 with grades of C or above; and Junior standing.

Course Objectives: Managers today have increasing responsibility for determining their own needs for computer based information systems (IS) and for designing and implementing information systems that will support their decision making. Thus, the objectives of this course include the following:

1. To be familiar with the IS terminology used to support business.
2. To gain critical thinking skills needed to solve business problems with IS.
3. To develop an understanding of IS, their conceptual and technical foundations, users, components, missions, and capabilities.
4. To get acquainted with both conventional and state-of-the-art information technologies, and to understand how to apply them to support management decision making.

Grading Policies:

Following letter grades will be used:

A	90.0 – 100%
B	80.0 – 89.99%
C	70.0 – 79.99%
D	60.0 – 69.99%
F	59.99% AND BELOW

Student performance in the course will be weighted as follows:

Exam #1	20%
Exam #2	20%
Exam #3	20%
Exam #4 (optional)	20%
Quizzes	10%
Technology Impact Project	10%
Application Assignments	15%
Class Participation	5%

Exams, Assignments, etc.

Examinations:

There will be four exams for the course. All the exams will be non-cumulative and the last exam will be optional. All exams will be in-class, closed-book, and closed notes. For each exam, scantron forms will be provided.

If you take all the four exams, grades for the lowest exam will be dropped. If you miss an exam, you can take Exam #4 as your make-up exam. There is no make-up for Exam #4. The exams will be given as scheduled in the syllabus during the class period. Typical duration of the first three exams will be 1 hour and 15 minutes while the last exam will have a duration of 1 hour and 30 minutes.

Exam reviews will be available during office hours or by appointment for **seven calendar days** after exam grades are posted.

Exams are a form of intellectual property belonging to those who create them. Consequently, exams must remain in instructor's possession or under instructor's control at all times. This means that exams may not be taken out of the room or copied. Students are encouraged to review their exams during office hours or by appointment. However, failure to return an exam after taking or reviewing it or removing an exam from instructor's presence at any time or copying an exam will be considered theft of intellectual property. Such action will result in an exam grade of zero and may warrant further disciplinary action.

Make-up Exam Policy:

There are no separate makeup exams. Please see above for makeup exams.

Application Assignments:

Students must complete the following individual assignments during the course of the semester. No collaboration among students is permitted. There are three different assignments and each will be weighted 5% of the total grade thus a total of 15%.

Use of Microsoft Access, Microsoft Excel and IBM SPSS Modeler is to facilitate business decision making. We will discuss these assignments in the class with examples and handouts will be provided. These assignments must be submitted on Canvas site by the due date.

Technology Impact Project (Group Project):

Students will form groups (4-5 members each) to complete and present the project. A list of group members must be submitted to the instructor via email **copied to all group members by midnight on the due date. If you don't form a group or don't find a group to join, the instructor will assign you to a group randomly after the due date.**

All members in a group are expected to contribute to the project. If a group member does not contribute, the rest of the members may, after a consensus agreement and the instructor's consent, ask him/her to leave the group. Peer reviews/feedback will be factored into the grade. Group project will have a weight of **10%** of total grade.

Instructions:

- a. **Topic Choice:** Submit via email, **copied to all group members**, a choice from the list of topics below or suggest another topic (must be approved by the instructor) by **the deadline**. Submit **up to three ranked choices**. The topics will be assigned on a first come first choice basis. Groups that do not submit a selection by the due date will be assigned one.

- b. **Class Presentation**
 - i. The presentations will be scheduled during the semester in groups of three for 8-10 minutes each. The presentation schedule will be determined by the instructor.
 - ii. **Each group must submit their presentation file via Canvas by noon of the day before the presentation.**
 - iii. Include as part of your presentation, at least 2 multiple choice questions that can potentially be used on an exam. (The instructor may or may not use them)
 - iv. All sources must be cited on the individual slides where the material appears. In addition, one of the last slides must contain a complete list of sources.

- c. **The grade will be based on the following rubric elements:**
 - i. **Quality of the research**
 - a. accuracy and up-to-datedness – 15 points
 - b. breadth and depth of the investigation – 15 points
 - c. discussion of issues from a business point of view – 15 points
 - d. quality of sources – 10 points
 - e. proper citations – 10 points
 - f. quality of exam questions – 5 points
 - ii. **Quality of the presentation**
 - a. interesting, creative and interactive – 10 points
 - b. eliciting and responding to questions – 10 points
 - c. Adhering to the time limit (8-10 minutes) – 10 points

Below are some of the topics that you may be interested in. You can select one of these topics or you can come up with your own topic.

- Business/Marketing/Customer Analytics
- Social Networking
- Online Auctions
- Internet Addiction
- Internet Misuse in the Workplace
- Digital Payments
- Internet 2.0 applications
- Internet Fraud
- How does a self-driving car work?
- Internet Advertising
- Affective or emotive computing
- Search Engine Optimization
- How Governments Use the Internet
- Privacy on the Internet
- Piracy (software, music, and more)
- Health & Environmental Impacts of IT

- IBM Watson Applications
- Big Data
- Serious Business Games
- Enabling Technologies
- 3D Printing
- Semantic Search for Information
- What data can web-sites collect about you?
- Robots and Automation
- Predictive Analytics Examples
- Machine Learning
- Drones for Business Deliveries
- Automation Impact on Service Jobs

Quizzes:

There are two types of quizzes in the course. Quizzes account for **10%** of overall grade.

On-line quizzes: There will be about seven to eight on-line quizzes. **Each on-line quiz will only be available on the Course Canvas site for a specific time period.** It is your responsibilities to take note of deadlines and complete the quiz before the deadline. If you miss the time, you will get a grade of zero for that quiz. One lowest quiz will be dropped. **Also, please note that the on-line quizzes are available for exam review only if you actually attempt the quiz.**

In-class quizzes: In-class quizzes will be used to check the on-going understanding of the course materials. Some quizzes will be graded. **In-class quizzes will require the use of Clicker device and a software license for access.** Please make sure that you have the Clicker device available all the time during each class. In-class quizzes will also be used for the purpose of tracking class attendance.

Participation:

Participation refers to: **regular class attendance; contributing positively, constructively, regularly, and significantly to class discussions; being well-prepared for class, as well as the timely and careful completion of assigned homework and exercises by collaborating within your groups, as needed.**

Keep the instructor informed about your absences and any issues regarding class participation, well in time.

Class Policies:

Class Attendance:

Students must attend all lectures, labs, quizzes, examinations and presentations and are expected to contribute actively to the class discussions. Class attendance is highly correlated with learning the material and performing well on the course examinations. Tardiness or early departure are disruptive and are, of course, discouraged. Note that (1) some topics discussed in the classroom are not covered adequately in the textbook, thus the instructor will present alternative approaches, and (2) historically, those who skip the class tend to make less than their target grades. Students will be held responsible for any material covered, announcements made, assignments passed out, and any other type of work that they may miss during any absence from class.

Class Preparation and Participation:

Students are expected to study the textbook and other posted materials (tutorials, notes, videos, presentations, etc.) **prior to each respective class session.** Additionally, students must be prepared to intelligently contribute to active class discussions and answer questions related to the current topics.

Due Dates Policy:

A deadline is like a ticket for a cruise. If you arrive after the scheduled departure time, the ship will have sailed without you and your ticket (homework) will be worthless. Late homework and projects will not be accepted, and will receive a grade of zero. If you know you will miss a class, make arrangements to turn in your work ahead of time.

Grades Appeals Policy:

If you believe that the grade you received on an assignment or an exam was in error or unfair, you can appeal to the professor in writing within **7 calendar days** after the grades are posted. The appeal should clearly state the reasons why you believe the grade to be unfair or the nature of the error.

Overdue appeals will not be considered.

Class Conduct Policy:

Disruptive behavior in the class distracts other students' ability to benefit from their in-class experience. Such behavior includes but is not limited to **side-bar conversations between two or more students during lecture**, unnecessary comments that add no value to class, arriving late, leaving early, surfing the net, and any activities that negatively impact the ability of other students to learn and/or listen in the class.

Rude and disruptive behavior will not be tolerated. If necessary, the instructor will deduct points from grades for any student who chooses to disrupt the class and distract others repeatedly. In particularly egregious cases, the instructor will have the student permanently removed from the class.

Under no circumstances will students be permitted to spend their class time working on assignments for other classes, checking e-mail, surfing the Web, texting, or engaging in activities not related to the class. Attempts to engage in such behavior will be reflected in lower grades and may lead to removal from the course.

Electronic Devices in Class:

Use of computing, communication, or other devices during the class time for purposes other than those required for the class is prohibited and may result in being asked to leave the classroom for the remainder of the class period. This includes the use of laptops, lab computers, phones or other devices for Internet browsing, game playing, reading news, emailing, texting, chatting, IM, Facebook, or other activities not required for the class. **Cellular phones and other communication devices must be silenced and stored away during class.**

Extra Credit Work:

There will be **NO EXTRA CREDIT** work offered for any student during the semester. **Please do not depend on any extra credit opportunities to improve your grade later in the semester.**

Class Cancellation:

In the event that the instructor is unable to attend class or the University is closed unexpectedly, assume the course material will be moved forward to the next meeting.

General Policies:

Student Academic Integrity:

Integrity is amongst the core values of the Belk College of Business. Students are responsible for knowing and observing the UNC Charlotte Code of Student Academic Integrity (<http://legal.uncc.edu/policies/up-407>). All work on exams and quizzes is to be done on an *individual basis*. This may also be extended to certain assignments and will be specified as such in class. There is always the possibility and temptation to consult with someone who has had the course (or class) previously or to consult case/class notes or project reports from another section or from a previous year or semester or that might be available on the Internet. This practice is *strictly prohibited* under all circumstances and unequivocally constitutes a *violation* of the *Code of Student Integrity*. Obviously, group projects involve cooperative effort. Everyone however, is *required* to contribute to the effort for this class, and individual contributions will be evaluated through group peer review and participation score.

For this class, it is permissible to assist classmates in general discussions of computing techniques. General advice and interactions are encouraged. Each person, however, must develop his or her own solutions to the assigned homework and lab exercises. Students may not "work together" on graded assignments. Such collaboration constitutes cheating, unless it is a group assignment. A student may not use or copy (by any means) another's work (or portions of it) and represent it as his/her own. If you need help on an assignment, contact your instructor or the TA, not other classmates. Any further specific requirements or permission regarding academic integrity in this course will be stated by the instructor, and are also binding on the students in this course.

Diversity and Inclusion:

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socioeconomic status.

Disability Accommodations:

Students in this course seeking accommodations to disabilities must first consult with the Office of Disability Services and follow the instructions of that office for obtaining accommodations. If you have a disability that qualifies you for academic accommodations, please provide a letter of accommodation from the Office of Disability Services during the first week of class. For more information regarding accommodations, please contact the Office of Disability Services at (704) 687-4355 or stop by their office in 230 Fretwell.

Withdrawal from Class:

The administration of this institution has set deadlines for withdrawal from any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, the instructor cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Incomplete Grade:

As per [university policy](#), incomplete grades will be granted when a student who is otherwise passing has not, due to circumstances beyond his/her control, completed all the work in the course. The missing work must be completed by the deadline specified by the instructor or during the next semester (fall or spring) in residence, but no later than 12 months after the term in which the "I" grade was assigned, whichever comes first. If the "I" grade is not removed during the specified time, a grade of "F", "U" or "N" as appropriate is automatically assigned. *The grade of "I" cannot be removed by enrolling again in the same course.*

Course Changes Disclaimer:

The instructor reserves the right to make any necessary changes to the course content, schedule, and policies. Changes will be announced in class and will also be posted online.