INFO 3130-001 Spring 2013
Management Information Systems

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Course Description
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 economy. The emphasis is on the conceptual foundations underlying the design, control and operation of IS and how IS provide organizations competitive advantages.

Learning Objectives
Managers today have increasing responsibility for determining their own computer based information systems (IS) needs 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, as well as state-of-the-art, information technologies and to understand how to apply them to support management decision making.

Course Materials
- Other readings and helpful documents will be posted on Moodle.
- Additional helpful resources can be found at the textbook website

Grading

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Exams (4@18%)</td>
<td>72%</td>
</tr>
<tr>
<td>Group Project</td>
<td></td>
</tr>
<tr>
<td>Presentation</td>
<td>7.5%</td>
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<tr>
<td>Blogging</td>
<td>7.5%</td>
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<tr>
<td>Assignments (2@4%)</td>
<td>8%</td>
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<tr>
<td>Class Participation</td>
<td>5%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
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</table>

The final letter grade will be calculated based on the following scale:
A: 90% and above; B: 80-89.9%; C: 70-79.9%; D: 60-69.9%; F: Below 60%.

The course grades are posted on Moodle for informational purposes only. The official overall grade is computed and kept in the instructor’s gradebook.
**Exams:** Five equally weighted exams will be given in this course: four during the semester plus a comprehensive final. However, only four of the exams will be counted towards the grade. Students may take all five exams and drop the one with the lowest grade.

**Assignments:** Students must complete the following individual assignments during the course of the semester.

- **Application assignments:** Use of Microsoft Excel and Access (2007) to facilitate business decision making. We will have computer labs for these assignments. These assignments must be submitted on Moodle by the due date.

- Students are expected to contribute to the class blogging effort through comments posted on the blogs of groups other than their own. Each student is expected to post a minimum of ten (10) value-adding comments. A maximum of three (3) comments may be posted during the last week of blogging.

**Group Project:** Students will form groups (4 members) 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 5:00pm on 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. The maximum project grade for students not belonging to a group will be a B. Peer reviews will be factored into the 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. **Blog**
   
i. Each group will create a blog related to their topic on Blogger. Create the blog, post your first post and email the Blog address to the instructor (CC to all group members) by the deadline. All blogs must allow unmoderated comments by any reader (including anonymous).

ii. A minimum of two new posts must be posted on the blog weekly (choose specific days of the week and follow that schedule). All posts must be related to the topic. Posts may present a personal perspective or knowledge/news gathered from other sources (online, interviews, printed). If using material from other sources try to summarize using your own words and use minimum direct quotes. **In all cases, you must cite all sources.** Online source citations should include active links to the sites cited. Use interesting/current material and present it in a way that entices others to participate in discussion.

iii. Follow up comments by blog readers (classmates) as needed to respond, add value and stimulate and encourage discussion.

c. **Class Presentation**
i. The presentations will be scheduled for the first 15-20 minutes of class. The presentation schedule will be determined by the instructor.

ii. Each group must submit their presentation file via Moodle by noon of the day before the presentation. The presentations will be posted on Moodle.

iii. Include as part of your presentation, 5-10 multiple choice, true/false, and fill-in-the-blank questions that can potentially be used on an exam.

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.

d. The grade will be based on the:

   i. Quality of the research
      a. accuracy and up-to-datedness,
      b. breadth and depth of the investigation,
      c. multiple perspectives - personal, societal, etc.
      d. discussion of issues from a business point of view,
      e. quality of sources
      f. proper citations
      g. quality of exam questions

   ii. Quality of the blog
      a. design – ease of use, use of features
      b. quantity of posts
      c. quality of the posts
      d. ability to spur discussion via reader comments
      e. follow-up on reader comments

   iii. Quality of the presentation
      a. interesting, creative and interactive
      b. engaging the class
      c. eliciting and responding to questions
      d. keeping time limit (15 minutes presentation plus 5 for discussion)

   ii. Peer evaluations – two evals are required for presentation and blogging

Below are some of the topics that you may be interested in.

- Data Mining
- Social Networking Online
- Online Auctions
- Internet Addiction
- Computer Viruses, Worms, etc.
- Internet Misuse in the Workplace
- Digital Payments
- Cloud Computing
- Internet Advertising
- How Governments Use the Internet
- Privacy on the Internet
- Piracy (software, music, and more)
- eLearning & eTraining
- Economic & Employment Impact of IT
- Health & Environmental Impacts of IT
**Other Class Policies**

**Attendance and Participation Policy**
Attendance and participation are required. Attendance may be taken at any point during the class (beginning, middle, end) and may even be checked multiple times. Tardiness or early departure are disruptive and are, of course, discouraged and will be reflected in the attendance grade as absences. Absence from a class session also implies zero participation for that session.

I expect every student to study the textbook and other posted materials (notes, solutions, etc.) **prior to each class session**. Students must be prepared to answer questions on the “current” topic. Discussion questions and quizzes may be used to evaluate preparation/participation and the results will be combined with the attendance record. Small homework assignments may be given during the semester and will also count towards class participation.

Students are expected to contribute to the class blogging effort through comments posted on the blogs of groups other than their own. Each student is expected to post a minimum of ten value-adding comments.

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.

**Exams**
Make-up exams will NOT be given except in cases of serious medical emergencies as evidenced by a written doctor’s excuse. Permission must be obtained from the professor **prior to** the scheduled exam time. Students missing an exam with an approved excuse will be allowed to make up the exam with the professor's approval during the final exam period. There will be no make-up for the comprehensive final.

Exam reviews will be available during office hours or by appointment for one week after exam grades are posted.

Exams are a form of intellectual property belonging to those who create them. Consequently, exams must remain in my possession or under my 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 my 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.

**Assignments**
This 3-credit course requires three hours of classroom or direct faculty instruction and six hours of out-of-class student work each week for approximately 15 weeks. Out-of-class work may include but is not limited to: required reading, library research, written assignments, and studying for quizzes and exams.

You must complete each individual assignment on your own. Any sharing between students will be considered a violation of the Academic Integrity Code and will result at a minimum in a grade of zero for the assignment with a possibility for further disciplinary action.

**Group Work**
Peer reviews for all group work will be factored into the grade.
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. Written homework must be handed in within 5 minutes of the scheduled start time for the class period on which it is due. Late homework will not be accepted, and you will receive a zero for that assignment. If you know you will miss class, make arrangements to turn in your work ahead of time.

Class Behavior Policy
Disruptive behavior distracts from the ability of others to profit from their in-class experience. Such behavior includes but is not limited to arriving late, leaving early, having side conversations, making unnecessary comments that add no value to the class, surfing the net, and any activities that negatively impact the ability of other students to learn and/or listen in class.

Rude and inappropriate behavior will not be tolerated. Since it is my responsibility to provide an environment that is conducive to learning for everyone in the class, I will deduct points from the grade of any student who chooses to repeatedly distract others. In particularly egregious cases, I 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 purposes of the class is prohibited. 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.

Use of cellular phones, pagers, music players, radios, and similar devices is prohibited in the classroom and laboratory facilities. Cellular phones and other communication devices must be turned off during class, except in cases of medical emergencies.

Except in emergencies, those using such devices may be asked to leave the classroom for the remainder of the class period. Students are permitted to use computers during class for note-taking and other class-related work only. Those using computers during class for work not related to that class may be asked to leave the classroom for the remainder of the class period.

Grade 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.

Academic Integrity
As a program that helps to create business and government leaders, the College of Business has an obligation to ensure academic integrity is of the highest standards. Standards of academic integrity will be enforced in this course.
University regulations will be strictly enforced in all cases of academic irregularities, cheating or plagiarism. Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity shall be that a student’s submitted work, examinations, reports, and projects must be his/her own work.

All UNCC students have the responsibility to be familiar with and to observe the requirements of The UNCC Code of Student Academic Integrity (see the Catalog and also http://integrity.uncc.edu/). This code forbids cheating, fabrication or falsification of information, multiple submission of academic work, plagiarism of written materials and software projects, abuse of academic materials (such as library books on reserve), and complicity in academic dishonesty (helping others to violate the code). Additional examples of violation of the Code include:

- Representing the work of others as your own.
- Using or obtaining unauthorized assistance in any academic work.
- Giving unauthorized assistance to other students.
- Modifying, without instructor approval, an examination, paper, record, or report for the purpose of obtaining additional credit.
- Misrepresenting the content of submitted work.

Students are expected to report cases of academic dishonesty they become aware of to the course instructor who is responsible for dealing with them.

For this course, it is permissible to assist classmates in general discussions about the homework. General advice and interaction are encouraged. Each person, however, must develop his or her own solutions to the assigned homework and laboratory 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. Students who violate the code can be punished to the extent of being permanently expelled from UNCC and having this fact recorded on their official transcripts. The normal penalty is zero credit on the work involving dishonesty and further substantial reduction of the course grade. In almost all cases, the course grade is reduced to "F."

If you are unclear about whether a particular situation may constitute an honor code violation, you should meet me to discuss the situation. Feel free to discuss the definition of cheating and/or plagiarism with me if you are unclear on these terms or have questions about the acceptability of a particular type of action.

The instructor may ask students to produce identification at examinations and may require students to demonstrate that graded assignments completed outside of class are their own work.

Disability 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.

**Diversity**
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 socio-economic status.

**Incomplete Grade Policy**
Receiving a grade of incomplete (“I”) is not based solely on a student’s failure to complete work or as a means of raising his/her grade by doing additional work after the grade report time. An incomplete grade can be given only when a student has a serious medical problem or other extenuating circumstance that legitimately prevents completion of required work by the due date. In any case, for a student to receive an ‘I’ grade, the student’s work to date should be passing, he/she must have completed a significant portion of the course, and the student must provide proper written proof (e.g., a doctor’s note) of the extenuating circumstances.

**Course Changes Policy**
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.
# Tentative Class Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Assigned Reading</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan  9</td>
<td>Introduction and Course Overview</td>
<td>Ch. 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Foundations of IS in Business</td>
<td></td>
<td></td>
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<tr>
<td>Jan 14</td>
<td>Foundations of IS in Business</td>
<td>Ch. 1, 2</td>
<td></td>
</tr>
<tr>
<td>Jan 16</td>
<td>IS, Organizations, and Strategy</td>
<td>Ch. 2, 3</td>
<td>Group Formation Due</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Project Topic Due</td>
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<tr>
<td>Feb  21</td>
<td>Martin Luther King Day - No Class</td>
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<tr>
<td>Feb  23</td>
<td>IS, Organizations, and Strategy</td>
<td>Ch. 3</td>
<td></td>
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<tr>
<td>Feb  28</td>
<td>IS, Organizations, and Strategy</td>
<td>Ch. 3</td>
<td></td>
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<tr>
<td>Feb  30</td>
<td>Data Resource Management</td>
<td>Ch. 6</td>
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<tr>
<td>Feb  4</td>
<td>Exam 1 (Chapters 1, 2, 3)</td>
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<tr>
<td>Feb  6</td>
<td>Data Resource Management</td>
<td>Ch. 6</td>
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<tr>
<td>Feb  11</td>
<td>Telecommunications and Networks</td>
<td>Ch. 7</td>
<td></td>
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<tr>
<td>Feb  13</td>
<td>Computer Lab (Rm. 339): Blogs &amp; Access</td>
<td></td>
<td></td>
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<tr>
<td>Feb  18</td>
<td>Computer Lab (Rm. 339): Blogs &amp; Access</td>
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<tr>
<td>Mar  20</td>
<td>Telecommunications and Networks</td>
<td>Ch. 7</td>
<td>Access Assign. Due</td>
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<tr>
<td>Mar  25</td>
<td>Enterprise Business Systems</td>
<td>Ch. 9</td>
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<tr>
<td>Mar  27</td>
<td>Enterprise Business Systems</td>
<td>Ch. 9</td>
<td>Project Blog Due</td>
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<tr>
<td>Mar  4, 6</td>
<td>Spring Recess - No Class</td>
<td></td>
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<tr>
<td>Mar 11</td>
<td>Exam 2 (Chapters 6, 7, 9)</td>
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<tr>
<td>Mar 13</td>
<td>E-Commerce</td>
<td>Ch. 10</td>
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<tr>
<td>Mar 18</td>
<td>E-Commerce</td>
<td>Ch. 10</td>
<td></td>
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<tr>
<td>Apr  20</td>
<td>Enhancing Decision Making</td>
<td>Ch. 12</td>
<td></td>
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<tr>
<td>Apr  25</td>
<td>Building Information Systems</td>
<td>Ch. 13</td>
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<tr>
<td>Apr  27</td>
<td>Building Information Systems</td>
<td>Ch. 13</td>
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<tr>
<td>Apr  1</td>
<td>Exam 3 (Chapters 10, 12, 13)</td>
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<tr>
<td>Apr  3</td>
<td>Securing IS</td>
<td>Ch. 8</td>
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<tr>
<td>Apr  8</td>
<td>Computer Lab (Rm. 339): Excel</td>
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<tr>
<td>Apr 10</td>
<td>Computer Lab (Rm. 339): Excel</td>
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<tr>
<td>Apr 11</td>
<td>Final blog posts by teams due by 5:00pm</td>
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<tr>
<td>Apr 12</td>
<td>Final individual blog comments due by 5:00pm</td>
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<tr>
<td>Apr 14</td>
<td>Final team blog comments due 5:00pm</td>
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<tr>
<td>Apr 15</td>
<td>Securing IS</td>
<td>Ch. 8</td>
<td>Blog peer evaluations due by 5:00pm</td>
</tr>
<tr>
<td>Apr 17</td>
<td>Ethical and Social Issues in IS</td>
<td>Ch. 4</td>
<td>Excel Assign. Due</td>
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<tr>
<td>Apr 22</td>
<td>Ethical and Social Issues in IS</td>
<td>Ch. 4</td>
<td></td>
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<tr>
<td>Apr 24</td>
<td>Exam 4 (Chapters 4, 8)</td>
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<tr>
<td>Apr 29</td>
<td>TBA</td>
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<tr>
<td>May  6</td>
<td>Final Exam &amp; Make-Up Exams (11:00am)</td>
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