UNC CHARLOTTE
BELK COLLEGE OF BUSINESS

MGMT 6140 Information Systems Management – Fall 2018
MW 09:30am – 10:45pm CITY 601

Course content: Accessible via Canvas (https://uncc.instructure.com)

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Office: Friday 253B
Office hours: MW 11:00am – 12:00pm (and by appointment, email to schedule)

Syllabus: This document contains the policies and expectations established for this course. Be sure to read the entire syllabus carefully before continuing in this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Unless you are prepared to abide by these policies and expectations, you risk losing the opportunity to participate further in the course. The standards and requirements set forth in this syllabus may be modified at any time by the instructor. Notice of such changes will be by announcement in class and/or by changes to this syllabus posted on the course Canvas website.

Email Policy: Please use the email address specified above for electronic communication. Responses to student emails will typically occur within 24 hours or less. When emailing the instructor or graduate assistants, proper subject lines containing your course and section number are required (Example: INFO 3130 001). Messages missing proper subject lines will be deleted for security reasons.

Text and Materials:
(Book Only, No Online Access Code)
Kenneth C. Laudon and Jane P. Laudon, Pearson Education.
ISBN-10: 0134639715

(2) Problem-Solving Cases in Microsoft Access & Excel (15th Edition) (Required)
Monk, Brady, Mendelsohn, Cengage Learning.
ISBN-10: 1337101338

(3) Supplementary Materials: Lecture presentations, assignments, and additional course materials will be posted and managed in the course section on Canvas.

Catalog Description:
This course is designed to introduce students to the development and use of Information Systems (IS) as an essential tool for conducting business and gaining a competitive edge in an increasingly global economy. In addition to the study of the conceptual foundations underlying the management of information resources, the course exposes students to widely used business applications software.

Course Objectives:
Managers today have increasing responsibility for determining their own computer based 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 develop an understanding of IS, their conceptual and technical foundations, users, components, missions, and capabilities.
3. 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.
Grading:

Exams: Three semester exams and a cumulative final will be administered. The lowest of the four exam grades will be dropped for a total of three exam grades (20% each) being used in the final grade calculation. Students may take all four exams and drop the lowest. The cumulative final exam is optional for any student with a course average greater than or equal to 69.5%. Any student with a course average below a C (< 69.5%) at the end of the semester is required to take the cumulative final.

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Exams (3 @ 20% each)</td>
<td>60%</td>
</tr>
<tr>
<td>Case Assignments (3 @ 8% each)</td>
<td>24%</td>
</tr>
<tr>
<td>Group Research Project</td>
<td>11%</td>
</tr>
<tr>
<td>Attendance &amp; Participation</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
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The final course grade will be calculated based on the following scale, **no additional rounding will occur**. A: 100-89.5% and above; B: 89.4-79.5%; C: 79.4-69.5%; D: 69.4-59.5%; F: 59.4-0.0%.

Exams are closed book and notes, no exceptions. Exams are a form of intellectual property belonging to those who create them. Therefore, the exam materials must remain in the instructor's possession or control. Exams may not be taken outside of the lecture hall or copied for any reason. 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.

**Should a student miss an exam as a result of missing a class, that student will receive a grade of zero for that exam, by default that grade will be dropped, and the student will be required to take the cumulative final exam. Make-up exam accommodations will only be provided under rare circumstances and require proper documentation.** Proper documentation may take the form of (1) a written notice from the Dean of Students office, (2) a medical excuse provided by a board-certified physician or comparable medical professional, or (3) a written excuse provided by a current university faculty/staff member. If an excuse is approved before the date of the examination (proper documentation required) then the student will be scheduled to take the make-up exam within three school days (M-F). *Late assignments and quizzes are not accepted, no exceptions. Completed quizzes cannot be reopened and quiz/assignment due dates cannot be extended for individual students.*

Case Assignments: Students must **individually** complete several business problem-solving application cases using Microsoft Excel and Access. Deliverables must be submitted on Canvas by the due date. Specific submission instructions will be listed on Canvas for each assignment. A portion of class time prior to scheduled submission dates will be devoted to covering sections of the practice tutorials and answering questions related to case work.

Group Research Project: Students will work in teams of **four to five members** to complete a research presentation addressing a current and relevant information systems topic/issue. Each team will present their results to the class and lead a discussion. All projects must convey original thought and research. Presentations should be organized, coordinated, and professional in content/delivery. Groups are encouraged to be creative, be inspired, and select topics/issues that are of great interest to your team.

- **Topic Choice:** Groups should form and submit a list of three (3) ranked project topic choices via email to the instructor by the due date specified in the course schedule. Be sure to copy (CC) all group members. Groups can select topics from the list below or suggest alternative topics which will need to be approved by the instructor. Topics will be assigned on a first come first choice basis. Students who do not submit a selection by the due date will be assigned one. After general topics have been assigned, groups will be required to submit a research proposal document (one page or less) outlining...
their research ideas and plan. If necessary following proposal submission, the instructor will meet with each group individually to review their plans and provide additional direction.

- Digital Marketing & Advertising
- Economic Impact of IT
- Digital Payments & Cryptocurrencies
- IT Impacts in Healthcare
- Artificial Intelligence in Business
- The Role of Social Media in Fake News
- Cyber Security & Digital Privacy
- IT Impacts on Education
- Data Analytics in Politics
- IT Automation/Self-Driving Cars
- IT Impacts on Politics/Policy
- Cloud Computing in Business
- Alternative Topics…

- **Class Presentations:**
  - The presentation schedule will be determined and announced by the instructor.
  - Presentations should be approximately 20 minutes in duration plus an additional 10 minutes of the group leading a discussion (30 minutes total). If there are no questions from the audience, group members should be prepared to initiate the discussion. Include, as part of your presentation, several opinion/thought provoking questions to stimulate discussion and debate within the class. Use any other techniques necessary to engage the audience.
  - Presentation files must be submitted on Canvas by the scheduled due date. All presentations will be posted on Canvas for review.
  - All sources must be cited on the individual slides where the content appears. Additionally, one of the list slides must contain a complete list of sources. Use any common citation style. Please note, sources such as Wikipedia, YouTube and/or Blogs/Forum posts are not reputable sources.
  - The use of videos (YouTube, Vimeo, etc.) as visual aids during presentations are not permitted.

- **Grading Criteria:**
  - **Quality of research:** accuracy and relevancy, breadth and depth of the investigation, discussion of issues from multiple perspectives (business, individual/personal, societal, global, etc.), quality of sources, proper citations on individual slides and complete sources slide.
  - **Quality of the presentation:** interesting, creative and interactive, engaging the class, eliciting and responding to questions, inclusive group participation, keeping within the time limit (20 minutes presentation plus 10 minutes for class discussion/questions)

- **Special Notes:**
  - All members in a group are expected to contribute to the project. Groups are self-managed and self-governed. 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.
  - Individual group members are required to submit a peer evaluation, evaluating all group members including themselves. Evaluations will be factored into individual project grades.
  - MGMT 6140 is a graduate course. Therefore, projects and presentations should be produced at a graduate quality level. You are ultimately delivering a product, work hard to make it top-notch and compete with your fellow classmate groups. Think Shark Tank!!!!

**Posting grades:** Students will have access to their exam grades via Canvas. The course grades posted on Canvas are for informational purposes only. The official overall grade is computed and kept in the instructor’s grade book. Students can use the grades posted on Canvas and the rubric shown above to calculate their current course grade. To ensure information privacy, student grade details cannot be discussed via email.

**Policies**

**Attendance & Participation Policy:** Students are expected to attend punctually all scheduled class sessions (including lectures, labs, quizzes, examinations and presentations), demonstrate civil behavior while in class, and to complete all of course requirements. Attendance may be taken at any time, during any class, via open-
roll call or Poll-Everywhere. Student's **first two absences will be excused**, with attendance grades impacted starting on the third absence. **Students with 5 or more absences will receive a zero (0) for the attendance grade.** Class attendance is highly correlated with learning the material and performing well on the course assignments and examinations.

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 and (3) the instructor refuses to answer questions due to absenteeism. A student that misses a class is responsible for obtaining any needed information (e.g., notes, announcements, assignments, etc.) from fellow students. **Students are encouraged to contribute to the active class discussions.**

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

**Class Cancellation:** If I am unable to attend class or the University is closed unexpectedly, assume the material will be moved forward to the next meeting unless otherwise specified.

**Assignments Policy:** 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. **Late assignments are not accepted, no exceptions.**

You must complete each individual assignment/quiz on your own. Any sharing or collaboration 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.

**Academic honesty/integrity:** THE UNC CHARLOTTE CODE OF STUDENT ACADEMIC INTEGRITY governs the responsibility of students to maintain integrity in academic work, defines violations of the standards, describes procedures for handling alleged violations of the standards, and lists the applicable penalties. The following is a list of prohibited conduct in that Code as violating these standards: A) Cheating; B) Fabrication and Falsification; C) Multiple Submission; D) Plagiarism; E) Abuse of Academic Materials; and F) Complicity in Academic Dishonesty. For more detail and clarification on these items and on academic integrity, students are strongly advised to read the current "**UNCC undergraduate catalog.**"

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.

**Religious Accommodation for Students:** The University of North Carolina at Charlotte is committed to diversity, nondiscrimination and inclusiveness, and to supporting its students, regardless of religious affiliation or non-affiliation, in accordance with state and federal laws and regulations. As part of this commitment, the University makes good faith efforts to accommodate a student's religious practice or belief, unless such accommodation would create undue hardship. Details associated with this policy can be found by visiting [https://legal.uncc.edu/policies/up-409](https://legal.uncc.edu/policies/up-409).

**Philosophy of teaching:** I demand meaningful learning, which can be interpreted by being able to translate the ideas, free of errors, into your own words and solve problems that are structurally different from those presented in class and textbook(s). Hence, always try to learn the materials by concentrating on the underlying principles. I will try to make you think by asking you questions and problems, which may not be directly covered during the class lectures.

**Miscellaneous:**
- The instructor reserves the right to change the course outline, and the course contents.
- There will be no extra credit offered for any individual student during the semester.
• The instructor will keep all exams; students are permitted to review during office hours.
• All electronic & mobile devices such as cell phones, laptops, tablets, etc. must be kept silent during lecture sessions and are not permitted at any time during exam periods.

Statement on 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.

Disability Services Accommodations:
UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

Adverse Weather Policies:
The University’s Adverse Weather Policy (University Policy 701; http://legal.uncc.edu/policies/up-701) states that, without exceptions, the University is open unless the Chancellor (or Chancellor’s delegate) announces that the University is closed. Faculty are required to follow the procedures outlined in the policy. The University’s inclement weather number is 704-687-1900.

Tentative Course Schedule (Detailed Schedule Available on Canvas):
• Introduction & Course Overview
• Chapter 1: Information Systems in Global Business Today
• Chapter 2: Global E-Business & Collaboration, Cloud Computing
• Lab & Case: Building a Decision Support System in Excel
• Exam I (Chapters 1, 2)
• Chapter 6: Foundations of Business Intelligence: Databases & Information Management
• Lab & Case: Microsoft Access Database
• Chapter 8: Securing Information Systems
• Chapter 9: Enterprise Applications
• Exam II (Chapters 6, 8, 9)
• Lab & Case: Data Analytics in Excel and Access
• Chapter 10: E-Commerce: Digital Markets, Digital Goods
• Chapter 13: Building Information Systems
• Chapter 14: Managing Projects
• Exam III (Chapters 10, 13, 14)
• Group Research Project Presentations
• Cumulative Final Exam