1. Course Information

Course Title: Management Information Systems

Course number: MGMT 3390  
Course Section: N (1633)

Credit Hours: 3  
Semester: Fall 2016

Room #: Doherty Library 30  
Days & hours: Wed 7-9:45 pm (Online Hybrid)

Web page/BlackBoard site: MGMT 3390 on Blackboard

2. Instructor Information

Name: Elham Mousavidin, Ph.D.  
Office location: Welder 208  
Office hours: by appointment or: 
Mon: 9:30am-12:10pm  
Wed: 9:30am-12:10pm  
Tues: 5:20pm-7pm

E-mail: mousave@stthom.edu  
*Office phone: 713.942.5914  
Fax number: 713.525.2110  
Emergency phone: 713-525-2100

*Please leave a message on the voice mail of my office phone number or communicate via email.

Important note about emailing: For all email correspondences please begin your subject line with MGMT 3390-N. Please do not send me emails via Blackboard; email directly to the email address provided above. Please read the syllabus carefully and avoid asking questions that have been answered on the syllabus. In addition, please check your email for an initial welcome message from me, which will be sent through PeopleSoft (i.e. MyStthom). This is to make sure everyone is on the email list. If you do not receive this email please notify me by Sunday, August 28th, 2016.

Where to leave assignments: Instructions for each specific assignment will be provided on Blackboard (see Assignments Section).

3. Course Catalog Description

Topics covered in this course focus on the information systems used to address the needs of functional areas of business. Also discussed are the strategic role of information systems in the enterprise, new & emerging technologies, & ethical & social impacts of information systems. The course includes an introduction to business process modeling systems, business cases, teamwork, & discussions of current innovations & business situations involving information systems.

4. Program Goals

When students complete the BBA degree at the University of St. Thomas:

1. Goal 1: They will communicate clearly, effectively & logically in a business situation:
   Obj-1: Graduates can demonstrate mastery of appropriate communication technology.
   Obj-2: Graduates can produce written materials that flow logically & are grammatically correct.
   Obj-3: Graduates can deliver a compelling oral presentation grounded in relevant information & facts.

2. Goal 2: They will be adept at critical thinking & be able to demonstrate creative decision making skills.
   Obj-1: Graduates can identify the main problem & key surrounding assumptions.
   Obj-2: Graduates can evaluate the logic, validity & relevance of data.
   Obj-3: Graduates can solve challenging problems & discuss conclusions, implications.
3. **Goal 3: They will be able to work effectively in teams towards achievement of goals.**
   Obj-1: When working in a group, graduates can demonstrate collaborative behaviors in the achievement of group goals
   Obj-2: When working in a group, graduates can evidence accountability for the achievement of group goals
   Obj-3: When working in a group, graduates can demonstrate a positive attitude towards the group & the other members of the group

4. **Goal 4: They will be able to state moral standards/principles, recognize possible moral issues & bring their moral knowledge to bear in resolving these moral issues.**
   Obj-1: Graduates can state professional codes for ethical conduct as they apply to business situations.
   Obj-2: Graduates can discern moral issues in a business case.
   Obj-3: Graduates can bring moral principles to bear in resolving business issues.

5. **Goal 4: They will demonstrate an understanding of fundamental business issues & processes.**
   Obj-1: When students complete the BBA, they can demonstrate their management specific skills & competencies in Accounting, Economics, Management, Quantitative Methods, Finance, Marketing, Legal & Social Environments, Information Systems, & Global Issues.

5. **Course Learning Objectives**
   - Communicate professionally, orally & in writing, & demonstrate understanding of topics & issues in MIS (Goal #1, Objective 3).
   - Demonstrate critical thinking & analysis of the role of information systems in support of business practices & strategic business initiatives (Goal #2, Objective 3).
   - Discuss & analyze important ethical & societal implications of MIS & associated technology (Goal #4, Objective 1).

6. **Texts, Readings, Materials**

   **Textbook:**
   - Title: Information Systems in Organizations
   - Author: Wallace
   - ISBN: 0136115624
   - Publisher: Prentice Hall (Pearson)

   **Student Companion Site:**

   **Suggestions for further study:**
   A list of online resources relevant to information systems is provided below. These are merely some options presented to students and do not represent my endorsement of the views presented at these sites.
   - Technology sections of Wall Street Journal and BusinessWeek
   - InformationWeek
   - Wired ([http://www.wired.com/](http://www.wired.com/))

   Academic databases available in the library contain articles that examine different aspects of this area. I recommend
   - Academic Search Premier
   - Business Source Premier
   - Mergent
Resources

The Blackboard Resource Sites for Graduate and Undergraduate Students

- These sites include resources recommended by CSB faculty and librarians for CSB students.
  - All grad and undergrad students are enrolled in the respective BB courses at the beginning of the semester.
  - Students need not contact the IT Department for access to these sites. Once the initial setup is completed by the IT Department at the beginning of the semester, additional students are added to the courses manually at CSB.

7. Instructional methods:
We will use a combination of lectures, group discussions, case analyses, and presentations in this class. Students are required to come prepared to every class by reading the text (book chapter, articles, etc.) assigned and participate in class discussions.

8. Use of Technology

2) Online data retrieval and/or research:
- Web search and information retrieval for various assignments
- ResearchGuide of the Doherty Library
  - Library self-help tutorials for students at http://doherty.libguides.com/tutorials

3) Online communication or collaboration
- Stthom email account will be used for course-related communication

4) Use of general productivity software (e.g., Microsoft Office) to complete assignment
- Microsoft Office applications used to complete assignments
  - Microsoft Office self-help tutorials for students at http://www.stthom.edu/Offices_Services/Offices/Information_Technology/Services/Training/Microsoft_Products.aqf

5) Use of BlackBoard learning platform
- Course syllabus, assignment directions, and other information available on Blackboard
  - Blackboard self-help tutorials for students at http://www.stthom.edu/Offices_Services/Offices/Information_Technology/Services/Training/Student_Tutorials.aqf
## 9. Course Tentative Schedule*:

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Due Dates</th>
</tr>
</thead>
</table>
| 23-Aug (Tue) | **Course Overview**  
Chapter 1  
Information Systems and People | Sample Case                                                                |
| 30-Aug     | **Chapter 2**  
Information Systems and Strategy | Sample Case                                                                |
| 6-Sep      | **ONLINE**  
**chapter 3**  
Information and Communications Technologies: The Enterprise Architecture | Chapter 3 Case (Due at 11:59 PM)  
Chapter 3 Quiz (Open from 6AM-11:59 PM) |
| 13-Sep     | **chapter 4**  
Managing Information Resources with Databases | In-Class case (Due at 9:45 PM)  
Article presentations |
| 20-Sep     | **ONLINE**  
**chapter 6**  
The Web and the E-Commerce | Chapter 6 Case (Due at 11:59 PM)  
Chapter 6 Quiz (Open from 6AM-11:59 PM) |
| 27-Sep     | **EXAM 1**  
**chapter 5**  
Information Systems for the Enterprise | Article presentations |
| 4-Oct      | **ONLINE**  
**chapter 8**  
Collaborating with Technology | Chapter 8 Case (Due at 11:59 PM)  
Chapter 8 Quiz (Open from 6AM-11:59 PM) |
| 11-Oct     | **FALL BREAK**                                                                 |                                                                 |
| 18-Oct     | **chapter 7**  
Business Intelligence and Decision Support | In-Class case (Due at 9:45 PM)  
Article presentations |
| 25-Oct     | **ONLINE**  
**Project Day**                                                                 | Project Outline (Due at 11:59 PM) |
| 1-Nov      | **EXAM 2**  
**chapter 9**  
Knowledge Management and E-Learning | Article presentations |
| 8-Nov      | **ONLINE**  
**Project Day**                                                                 |                                                                 |
| 15-Nov     | **chapter 10**  
Ethics, Privacy and Security | Article presentations |
|            | **chapter 11**  
Systems Development and Procurement |                                                                 |
| 22-Nov     | **ONLINE**  
**chapter 12**  
Project Management and Strategic Planning | Chapter 12 Case (Due at 11:59 PM)  
Chapter 12 Quiz (Open from 6AM-11:59 PM) |
| 29-Nov     | **EXAM 3**                                                                 |                                                                 |
The above schedule and procedures in this course are subject to change at the discretion of the instructor. The students are required to check their emails and Blackboard for notifications. Please also check Blackboard for the most up-to-date syllabus, exam review sheets, and other documents.

Exams and Assignments:

Exams
- Exam questions may include a combination of multiple choice, fill-in-the-blanks and essay questions. More information about exams will be posted on Blackboard.

Current Articles Discussions
- Each individual is responsible to find one recent article (years 2014-2016) on the topic of the chapter and prepare a summary to present in class. The student then posts the link on Current Articles Forum on Blackboard. The student will take 2-3 minutes to present the main points of the article and his/her reflective comments with the class. Check Blackboard for more detailed information.
- Other students in class are required to prepare questions relevant to the articles and come to the discussion prepared.

Case Analysis/Presentation
- All teams will analyze and prepare a write-up of the analysis of the case assigned in class or Online on given dates (unless otherwise instructed). Groups will be required to do some preparation (e.g. finding/reading relevant articles to the case) ahead of time. As an in-class assignment, the submissions are required by the end of the class. Each team is required to bring at least one laptop to the class to be able to type the assignment and use it to search for external information. The team as a whole is responsible to make sure of the availability of the laptop. Check Blackboard for more detailed information. If an individual team member misses the class on a date that we are working on a case analysis, he/she will receive a grade of zero for the case.

Technology Briefing Video Presentations
- This project includes a video presentation. Each team will conduct research about an information technology (instructor’s approval of topic is required). Each team then presents the findings in a video presentation. Detailed instructions will be posted on Blackboard and discussed in class.
- The team as a whole is responsible for avoiding technical difficulties. The team as a whole is responsible to make sure each member contributes equally.
- Each individual team member will be evaluated based on his/her contribution to the project and the final video presentation. Each individual team member is required to be present in the video presentation. Individuals will also be evaluated based on team peer evaluation.

Participation
- Participation grade is directly affected by attendance, participating in class discussions, participation in online discussions, and pop-up questions and online quizzes. Use of cell phones and other electronic devices for uses that are irrelevant to the class will negatively affect student’s participation grade. Consistently missing classes and tardiness will affect the participation grade negatively.

10. Course Policies
- Attendance/timeliness
  Attendance will be taken in every class meeting. Students are expected to attend every class and arrive on time. Tardiness and/or absence from a class will negatively affect your grade in different ways:
  - If case analysis is assigned on a date that you will miss the class, you will lose the grade for that portion of your assignment/project. There will be no make-up opportunities for those missed presentations/discussions unless you have already made arrangements to complete the assignment individually before the due date.
  - Full and meaningful participation in every session is required from each student. If you miss more than 3 sessions, you will lose 1 point from your overall grade for each absence.
  - Three instances of tardiness of 15 minutes or more will count as an absence.
Three instances of leaving the class early for 15 minutes or more will count as an absence.

If a student misses a class, it is entirely his/her responsibility to obtain information about the topics covered and important announcements made during a session from other students. My suggestion is to ask more than one student to be sure you understand what was covered/announced in the class.

- **Missed Assignments**
  Assignments are due on the dates specified in assignment direction. Missed assignments may be accepted with grade penalty, at the discretion of the instructor. If accepted, penalty as shown below will be applied.

<table>
<thead>
<tr>
<th>Penalty Duration</th>
<th>Grade Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any time after submission deadline to 1 day late</td>
<td>90% of assignment grade</td>
</tr>
<tr>
<td>More than 1 day, but less than 3 days late</td>
<td>70% of assignment grade</td>
</tr>
<tr>
<td>More than 3 days, but less than 1 week late</td>
<td>50% of assignment grade</td>
</tr>
<tr>
<td>More than 1 week, but less than 2 weeks late</td>
<td>25% of assignment grade</td>
</tr>
<tr>
<td>More than 2 weeks late</td>
<td>0%</td>
</tr>
</tbody>
</table>

- **ETS Major Field Test**
  The ETS Major Field Test is a comprehensive test on business disciplines and will be administered in the capstone course of this program. Questions on topics from the core/required courses – including this course - will appear on the ETS Major Field Test.

11. **Student Grading Processes: (including weighting of factors)**

**Assignments/Tests:**

<table>
<thead>
<tr>
<th>Assignment Type</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exams (each 20%)</td>
<td>60%</td>
</tr>
<tr>
<td>Case Analysis and Write-up</td>
<td>20%</td>
</tr>
<tr>
<td>Technology Briefing Presentation and Video</td>
<td>12%</td>
</tr>
<tr>
<td>Current Articles</td>
<td>3%</td>
</tr>
<tr>
<td>Participation</td>
<td>5%</td>
</tr>
</tbody>
</table>

**Grading Scale for this Course:**

A = A = 93+, A- = 90-92.9, B+ = 87-89.9, B= 84-86.9, B- = 80-83.9, C+ = 77-79.9, C = 74-76.9, C- = 70-73.9, D = 60-69.9: Below 60 = F

12. **Available Support Services:**

- **Tutorial Services Center**
  The Tutorial Services Center is a tutorial center, and is available free of cost to all UST students. Writing consultants and subject tutors are available when the center is open. The schedule is available at http://www.stthom.edu/Offices_Services/Offices/Tutorial_Services_Center/HoursSchedule.asp
  Students are encouraged to consult with tutors at the Tutorial Services Center when completing written assignments for this course. Based on the instructor's assessment of the student's written work, the student may be required to work with the tutors at the Tutorial Services Center to improve the student's writing skills.

- **Information Technology Services**

**Mission Statement**

Inspired by the Basilian Fathers’ motto of Goodness, Discipline and Knowledge, the Cameron School of Business provides a comprehensive, high quality, ethically-oriented business education to a diverse student body enabling graduates to serve as leaders of faith and character in a global economy.


**Academic Honesty**
Ethical conduct is essential to a community of scholars and students searching for truth. Anything less than total commitment to honesty and honorable conduct undermines the efforts of the entire community. Academic integrity lies at the very heart of any institution of higher learning. In the Cameron School of Business, students and faculty are expected to commit to a code that exemplifies each individual's honor and integrity. Any conduct that violates this standard and betrays the respect of others is a matter of grave concern and, accordingly, is deemed unacceptable.

**Accommodations**
The University of St. Thomas abides by the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, which stipulates that no student shall be denied the benefits of an education "solely by reason of a handicap." If you have a documented disability that may impact your performance in this class and for which you may require accommodations, you must be registered with and provide documentation of your disability to Counseling and Disability Services which is located on the second floor of Crooker Center. Contact Debby Jones or Rose Signorello at 713-525-6953 or 713-525-3162. In addition, any student with a documented disability needing academic adjustments or accommodations in this course should contact me in a timely manner, so that such accommodations may be provided. All discussions will remain confidential.