

**WILLIAM PATERSON UNIVERSITY**  
**CHRISTOS M. COTSAKOS COLLEGE OF BUSINESS**  
**Course Syllabus**

Course Number & Title: MGT3050 - Management Information Systems  
Semester: Winter 2019 (Dec '18 – Jan '19)  
Professor: Jim Samuel  
Office & Phone: V3071 (Phone as posted on Blackboard)  
E-mail: [SamuelJ8@wpunj.edu](mailto:SamuelJ8@wpunj.edu)  
Office hours: See Blackboard, OR By appointment ONLY, please email.

### **Course Description**

This course is an overview of information systems at different levels of an organization. It addresses current technology, its impact on organizations, and its management. The evolving role of information systems and related technology within a business organization is also studied. The learning process is enhanced by means of critically studying and analyzing, with the support of information technologies, real business cases.

### **Course Objectives**

- Develop a basic knowledge and understanding of basic Information Systems and its impact on business.
- Explain how Information System helps improve the Synergy and Organizational Behavior.
- Introduce and analyze a number of real business cases.
- Enhance skills needed to solve complex, real- business problems
- Provide exposure to multiple software tools and platforms

### **Student Learning Outcomes**

Upon completion of this course, students should be able to:

- Understand MIS elements
- Gain conceptual understanding of technology strategies
- Apply management principle to use IS.
- Understand the evolving role of information & technology
- Introductory use of multiple software tools and platforms

### **Course Topics**

- New business concepts
- The Information Age we live in
- Financial impact of new technology
- Gaining a Competitive Advantage with IT
- Supply Chain Management
- Customer relationship Management
- Data Warehouses and Mining
- E-Commerce Business
- Outsourcing
- The Internet
- And More

## Text & Computing Resources

"Management Information Systems - Solving Business Problems with Information Technology" [Main Textbook/6e] 6<sup>th</sup> Edition Copyright © 2012 by Gerald V. Post is available at <https://www.jerrypost.com/>

Please be ethical about this extremely cost effective book and purchase it on a single use basis only. **Download PDF copy onto your computer and save it.** Buy after 1<sup>st</sup> Class session only.

- **Laptops necessary every week - The official computing environment will be Microsoft Windows.** Students will need to bring their own laptops to class every week. Faculty will demonstrate using Windows and students are advised to use Windows laptops. Students will be allowed to use other platforms, but as their own responsibility. (See section 8 below for Assignment formats.)
- **Laptops /electronic devices must NOT be used in class except when faculty instruct students to do so for course work purposes only. Students must follow this policy or leave the classroom.**

## Grading Policy

The course is structured around a combination of [in-class / online] discussions, case study discussions, individual assignments, projects, quizzes, and group projects. Students are expected to attend all lectures /participate in all online discussions, read the assigned readings in advance, hand in the assignments on time, and actively participate in classroom and /or online discussions.

Each graded assignment (exams, case analyses, etc.) will be worth a fixed number of points. For each "category" of assignment, e.g., case analyses, cumulative point totals will be divided by the maximum points allowed to create an average. This average will then be weighted by the percent contribution of that category to your total grade. The weighted averages will then be added to determine your final numerical grade. A final letter grade will be determined based upon the numerical average. The following is a list of graded-assignment categories and their percent contribution to the total grade:

Grade for the course will contain the following:

Assignments / Cases	20-30%
Team Presentation	20-30%
Participation / Attendance /In-class cases	5-10%
Exams / Quizzes	20-25%
Final	20-25%

All exams will be facilitated online via Blackboard – students must be prepared to use Blackboard for taking online quizzes /exams.

**NOTE:** All structure is indicative and details on any /all topics in this document may be adjusted by the instructor during the course. Students will be updated on relevant changes if any.

### **Academic Integrity Policy**

The highest ethical standards of honesty and good conduct are expected. Students are expected to conduct themselves in a professional, mature and ethical manner. Any form of disrespect among or between students and faculty will not be tolerated. Plagiarism is not permitted at any time. The textbook/Handout and Internet are great sources of information, however, "cutting and pasting" or copying that text on a paper, test or exercise is an act of plagiarism. Proper citations are always required.

The academic community assumes that work of any kind - whether a research paper, a critical essay, a homework assignment, a test or quiz, a computer program, or a creative assignment in any medium - is done, entirely and without assistance, by and only for the individual(s) whose name(s) it bears. If joint projects are assigned, then the work is expected to be wholly the work of those whose names it bears. If the work contains facts, ideas, opinions, discoveries, words, statistics, illustrations, or other elements in any media form (including electronic) that are beyond the assumption of being common knowledge, these must be fully and appropriately acknowledged, following a prescribed format for doing so. They may be acknowledged through footnotes, end notes, citations, or whatever other means of accreditation is acceptable according to the format prescribed in that particular field of study. Students bear the ultimate responsibility for implementing the principles of academic honesty. Students must understand that it is not enough to identify the source of quoted material; it is also necessary to indicate when one is paraphrasing (restating in other words) material found in a source. Thus, the use of others' ideas as well as their words needs to be acknowledged.

**Note:** Ignorance of the rules is not an acceptable excuse for disobeying them. Any student who attempts to compromise or devalue the academic process will be sanctioned. Academic sanctions in this class will range from an F on the assignment to an F in this course, and subject to case specifics, further action may be taken by WPU College or concerned authorities.

Ultimately, all laws must be respected and abided by.

### **ASSIGNMENTS**

- All assignment **MUST** be submitted via a Windows compatible software in exactly the format that is specified. Example – If an Excel Spreadsheet is required in a .xls format, another format cannot be used.
- Online documents such as Google Drive (or MS Office online documents /links) spreadsheets /PowerPoints /other are **NOT** acceptable forms of assignment submission. Files must be discrete attachments uploaded as digital files (not links) onto Blackboard.

- There will be several assignments and you will receive detailed instruction regarding assignments during the semester. It is your responsibility to ensure that you understand completely all the requirements of any assignment.
- **ALL assignments (unless otherwise instructed specifically) must be submitted via Blackboard ONLY. Emailed submissions are not permitted and will not count, unless specifically preapproved.**
- Assignments are generally posted in the course site on "Blackboard", emailed to your WPUID and/or discussed in class or lab.
- Make sure that you understand the requirements of the assignments before you leave the class. Arrange to see the instructor for clarification regarding your assignment if you have any questions.
- **Each submission file must be saved by including your last name in the first part (e.g.: Smith.Assignmt3.Docx) and follow the "submit by" due dates posted on Blackboard (Disregard the availability date).**
- Save all files on your disk and make a back-up copy of all files for future reference. Please keep copies of all returned assignments. All assignments are due on the dates stated. No assignment is accepted after an assignment has been graded.
- A missed assignment will count as a zero.
- Late assignments may not be accepted or face a significant grade reduction penalty.

**USING E-MAIL:** You must become familiar with, and be able to use, your WPU e-mail (Use WPU email IDs only). Please include your **NAME, Date & Course-section ID** in the subject line of your email. You must use a unique subject line for each distinct email query. DO NOT use "reply" to a generic announcement as such replies are difficult to track.

Faculty /TAs is/are not responsible to reply to emails which do not follow above instructions.

### **ATTENDANCE POLICY & CLASS PARTICIPATION**

- Class /weekly attendance is an important element of the course, so make every effort to attend /participate. To avoid disruption, you should arrive to the classroom (or submit your online posts/assignments) on time.
- Any evidence of cheating in the attendance sign on sheet /weekly participation schema will be handled according to the academic integrity guidelines established by the College.
- **If you miss class /weekly post, it is entirely your responsibility to make up for it in all possible ways - find out about any announcements or assignments you may have missed. \*The professor must not be expected to repeat material or make any concessions for missed classes /weekly discussions.[ BEST TO NOT MISS ANY CLASS SESSION]**

- Laptops, cell phones, pagers and other electronic devices should be turned off during class and especially during exams. Cell phones cannot be used in the classroom /lab, except for a significant emergency.
- Students should refrain from engaging in any kind of distractive behavior during class. It is better to leave the classroom politely than to disrupt the decorum of the classroom – no exceptions.
- Students are expected to spend significant time outside the lectures doing homework, reading the assigned materials, preparing extensively for each class session and checking the course web site.
- There will be a negative scoring mechanism if the student is absent for more than 2 sessions for a one-day class session per week format, and for more than 4 sessions for a two-day class session per week format.
- **PARTICIPATION:** Students are expected to participate regularly and actively in classroom/ online discussions; without substantial participation, you cannot get an A in this class. Read the material and respond to comments and questions in class. You are also encouraged to share your experiences in class discussions and assignments. However, please maintain confidentiality and acknowledge personal privacy in communication of personal or professional information about one's employer, other students, and their employers.

**Schedule** (*See Ch Index in the next section for Ch titles*)

Weeks 1 – 3

Part One: Information Technology Infrastructure, CH 1-4

Weeks 4-7

Part Two: Business Integration, CH 5-8

Weeks 8-10

Part Three: Decisions and Strategies, CH 9-11

Weeks 11+

Part Four: Organizing Businesses and Systems, CH 12-14

**NOTE:** All structure is indicative and details on any /all topics in this document may be adjusted by the instructor during the course. Students will be updated on relevant changes if any.

## ***ADDENDUM 1: BOOK INDEX***

**"MANAGEMENT INFORMATION SYSTEMS - SOLVING BUSINESS PROBLEMS WITH INFORMATION TECHNOLOGY" 6<sup>TH</sup> EDITION - COPYRIGHT © 2012 BY GERALD V. POST IS AVAILABLE AT [HTTPS://WWW.JERRYPOST.COM/](https://www.jerrypost.com/)**

Brief Contents

1 Introduction

Part One: Information Technology Infrastructure

2 Information Technology Foundations

3 Networks and Telecommunications

4 Database Management

Part Two: Business Integration

5 Computer Security

6 Transactions and Enterprise Resource Planning

7 Electronic Business

8 Teamwork

Part Three: Decisions and Strategies

9 Business Decisions

10 Strategic Analysis

11 Entrepreneurship

Part Four: Organizing Businesses and Systems

12 Systems Development

13 Organizing MIS Resources

14 Information Management and Society

**NOTE:** All structure is indicative and details on any /all topics in this document may be adjusted by the instructor during the course. Students will be updated on relevant changes if any.