



MIS 101 - Computer Information Systems for Management SPRING 2011

CALIFORNIA STATE UNIVERSITY, SACRAMENTO
College of Business Administration



Tentative Spring 2011 COURSE OUTLINE ~~UPDATED~~ December 20, 2010 **HYBRID SECTION**

- INSTRUCTOR:** Professor Thomas Sandman
- FACULTY OFFICE:** TAH-2060
- TELEPHONE:** 278-6670
- E-MAIL:** Course related email will only be accepted through the SacCT system
- WWW:** Via the SacCT system ([public site: http://www.csus.edu/indiv/s/sandmant/](http://www.csus.edu/indiv/s/sandmant/))
- OFFICE HOURS:** Tu Th 1:30p.m. - 2:30pm and 4:30pm - 5:00pm.
- CLASS TIMES:** **Hybrid Section:** Class will occasionally meet in Amador 153 on Tuesdays from 6:00 - 8:50pm. All examinations and assignments will be online. If the class is not meeting formally, the professor will be available in his office during the normal class time. Check the course SacCT environment every Tuesday for updates.

BASIC REQUIREMENTS:

- **SACLINK** Account -
Information about SACLINK accounts: <http://www.csus.edu/saclink/>.
- Access to **SacCT**
General information about SacCT: <http://www.csus.edu/webCT/general.stm>
Student information about SacCT: <http://www.csus.edu/webCT/student/>
- Ability to use and control a web browser
- Ability to use electronic communication tools (e.g., email and discussion boards) in a professional manner, following appropriate "netiquette".

WARNING:

Success in this type of learning environment requires strong discipline and independent learning skills. Since the class meeting schedule may change, students need to regularly check the course SacCT environment to keep abreast of any course announcements. Students need to pace themselves and be proactive if there are any issues that impact their understanding of the material for the course!

REQUIRED TEXTS:



Using MIS, 2nd Edition
David Kroenke
Publisher: Prentice Hall
Copyright: 2009
Format: Paper; 560 pp
ISBN-10: 0138132488
ISBN-13: 9780138132484

Note: The 'MyMISLab' access is not necessary

COURSE PREREQUISITE:

Classified Business Standing (i.e. Business Major - no PreBusiness Students).

CATALOG COURSE DESCRIPTION:

MIS 101. Computer Information Systems for Management. Explores the application of computers to the organizational environment with a management perspective. Topics may include transaction processing systems, management reporting, decision support systems, strategic planning, security, controls and acquisition of hardware, software and services. The interface between the information systems professional and the manager will be defined. Case studies and use of appropriate software packages may be included. 3 units.

COURSE LEARNING OBJECTIVES:

This course is designed to be a critical component of the BS Business Administration program by addressing the following three learning objectives of the program:

3.3 Technology Applications: Recognize and apply appropriate information and management technologies to achieve organizational goals.

6.1 Reflective Thinking Skills: Review information, circumstances, and outcomes systematically for evaluation purposes.

6.2 Innovative Thinking Skills: Apply information to generate unique and original alternatives for effective problem solving and decision making.

ELECTRONIC DEVICE REGULATION:

No dissemination of any of the course material, including lecture files, is allowed without written permission of the instructor.

COURSE METHODOLOGY:

Electronic lecture files may be provided to supplement the subject matter covered in the text. Students are expected to progress through the course material and to understand any deadlines for assignment that are posted on the course SacCT environment.

GENERAL SCHEDULE:

Below is the tentative schedule for the course, and will help you keep on schedule for the course. Deadlines for examinations and assignments are shown below this general schedule. The general schedule shows topics and reading assignments are given for each week. Students are expected to be fully engaged in the course, and are expected to regularly check SacCT. This schedule may change during the semester. Updates will be posted through SacCT.

WEEK:	DATE:	IN-CLASS / ONLINE	TOPIC:	READING: (Kroenke)
1	1/25	In Class	Course Introduction; MIS and You	1
2	2/1	TBA	IS for Collaboration; Competitive Advantage	2, 3
3	2/8	In Class	Review	1, 2, 3
4	2/15	Online	Examination 1	1-3
5	2/22	TBA	Hardware and Software; Database	4, 5
6	3/1	TBA	Database; Data Communications and the Internet	5, 6
7	3/8	In Class	Review	4, 5, 6
8	3/15	Online	Examination 2	4-6
	3/22		<i>Spring Break!</i>	
9	3/29	TBA	Information Systems Within Organizations; E-Commerce	7, 8
10	4/5	TBA	E-Commerce; Business Intelligence	8, 9

11	4/12	In Class	Review	7, 8, 9
12	4/19	Online	Examination 3	7-9
13	4/26	TBA	Systems Development; Information Systems Management	10, 11
14	5/3	TBA	Information Systems Management; Information Security Management	11, 12
15	5/10	In Class	Review	10, 11, 12
16	5/17	Online	FINAL EXAM	ALL

ASSESSMENT DEADLINES:

Below are the deadlines for the course. Examinations and assignments MUST be accessed and initiated prior to 11:00pm on the date shown below. Examinations and assignments will not be available after 11:00pm on the date specified. With the exception of a Pop Quiz, all examinations and assignments will be accessible on January 24. Students are expected to be fully engaged in the course, and are expected to regularly check SacCT. The Pop Quiz will be announced through SacCT on a normal class day (Tuesday). Although unlikely, it is possible that this schedule may change during the semester. Any necessary updates will be posted through SacCT.

Warning: Do NOT wait until the last minute to complete the assignments or examinations. These deadlines are absolute, and if you miss the deadline you will receive a score of zero on that assignment or examination. It is your responsibility to be aware of scheduled SacCT down times!

ASSIGNMENT/EXAM:	ABSOLUTE DEADLINE: <i>(11:00 pm on the following dates)</i>
Syllabus Quiz	Monday, February 7
Learning Styles HW	Monday, February 7
Exercise 1 - CW01 Exercise 2 - CW02 Exercise 3 - CW03	Monday, February 7
Exam 1	Tuesday, February 15
Exercise 4 - CW04 Exercise 5 - CW05 Exercise 6 - CW06	Monday, March 7
Exam 2	Tuesday, March 15
Exercise 7 - CW07 Exercise 8 - CW08 Exercise 9 - CW09	Monday, April 11
Exam 3	Tuesday, April 19
Exercise 10 - CW10 Exercise 11 - CW11 Exercise 12 - CW12	Monday, May 9
Final Exam	Tuesday, May 17

CLASS PARTICIPATION:

It is incumbent on the student to be an active learner. The course activities are centralized in the SacCT course environment. Announcements will be made in SacCT about any changes, and it is the responsibility of the student to keep up with and to know about any such changes. In this course, the concepts tend to build on earlier concepts. Check SacCT so that you can keep up with any course changes!! Be active so that you can learn!!

COURSE GRADE:

The course grade will tentatively be based upon the following components weighted as indicated:

Assessment Tool	Points	Approximate Weight
Examination 1	300	16%
Examination 2	300	16%
Examination 3	300	16%
Final Examination	400	22%
Exercises	454	25%
Pop Quiz	30	2%
Syllabus Quiz	45	2%
Learning Styles Homework	15	1%
Total	1844	

Students will be expected to complete all assignments and examinations prior to their due date. Students not submitting an assignment or examination prior to the deadline **will receive a zero** for that assignment or examination.

Final course grades will be awarded on a competitive basis. Students listed on the final course grading roster for an assigned grade will be ranked in terms of their accumulated course points. The top 20% of the students will receive a grade of 'A'. The next 35% of the students will receive a grade of 'B'. The next 30% will receive a grade of 'C'. The next 10% of the students will receive a grade of 'D'. The bottom 5% of the students will receive a grade of 'F'. The instructor reserves the right to modify this grading scheme, but will not make the grading more restrictive than this distribution.

It is the student's responsibility to validate any grade that they receive. Sometimes an assignment may have a mistake in its grading. Students must review their graded assignments in a timely manner. Students must raise any questions regarding the grading of their assignments prior to the University's scheduled time for the course final examination. **After the scheduled date of the course final exam, the recorded points for any grading component will not be changed.**

Special grades (students receiving these grades will not be included in the competitive ranking for final course grades described above):

- 'W' indicates that the student was permitted to withdraw from the course after the fourth week of instruction with the approval of the instructor and appropriate campus officials. It carries no connotation of quality of student performance and is not used in grade point calculation.
- 'WU' stands for 'Unauthorized Withdrawal'. This will only be considered for students who have not participated in the course after the fourth week of the course.
- 'I' stands for 'Incomplete'. This will only be considered when the policies and procedures of the College are followed (see http://www.cba.csus.edu/ubac/documents/CBA_Academic_Standards_2003.pdf). Any incomplete petition must be approved prior to the end of the 15th week of the semester.

ACADEMIC HONESTY:

All examinations and assignments in this course are to be done individually. Any violations, or perceived violations, of this policy will result in zero (0) credit for the examination/assignment for each of the parties involved **and a failing grade in the course**. Prosecution of any such violations will be rigorously pursued through the appropriate channels (e.g., Associate Dean for Student Affairs). Read the University policy statement on academic honesty online at: <http://www.csus.edu/umanual/AcademicHonestyPolicyandProcedures.htm>.

STUDENT BEHAVIOR:

Disruptive behavior either online or in the classroom will not be tolerated. A disruptive student is a student who engages in behavior that interferes with the process of teaching and learning. Refer to [the University's policy on student disruptive behavior](#). Disruptive students will be removed from class and issued a failing semester grade.

COURSE EXAMINATIONS:

All of the course examinations will be administered through the SacCT system. While the exams are open book/open note, they are to be done individually.

It is strongly recommended that students complete the examinations in a computer lab on campus. The campus computing infrastructure is the most reliable for completing assignments on SacCT. Furthermore, if there is a catastrophic failure (e.g, power outage) during your examination, you can have the lab technician/supervisor document the incident. If such a failure occurs at your home or any where off-campus you will assume responsibility for the consequences.

In order to accommodate the unlikely event of a catastrophic failure during an examination, each student will be allowed just one 'reset' of an examination. Resetting an examination eliminates the first attempt and allows the student to retake the examination as if it were the first attempt. Students may request the resetting of one examination for any reason, but it is strongly recommended that you only make the request after a significant system failure. Resetting an examination will only occur prior to the deadline for that examination. In order to request the resetting of an examination, the student must contact the instructor using the SacCT course email facility.

DO NOT take the exam sitting next to someone else in the course. It is your responsibility to ensure that you are not next to someone taking the exam. Computer IP addresses will be used to verify this, as the IP addresses of computers accessing SacCT can be logged. If evidence from these logs indicates that two students were sitting next to each other while they took the exam, it will be interpreted as conclusive evidence that the students have violated the terms of academic honesty. *See above!*

Since the exams are based on the test bank for the course textbook, the exams will have some extra questions. Except for the final exam, the exams will have 105 questions, but only your best 100 answers will count. These five extra questions make up for poorly worded questions or other difficulties with some questions. Each exam question will be worth three points, and the maximum score for the exams is 300 points (even if you answer all 105 questions correctly). The final exam is worth 400 points.

WARNING: The exams will be structured so that you will only see one question at a time, and you will not be able to go back and change an answer. You will only have an hour to read and answer all of the questions. Therefore, you will not really have time to look up answers. You need to know the material, and you should practice the sample tests. That is why they are provided! There is a strong correlation between practicing the sample tests dozens of times and performance on the exams!

SAMPLE TESTS:

Short sample tests will be available on SacCT for students to test their knowledge on each chapter. These sample tests are a random selection of the same questions that may appear on a regular examinations. Each sample test contains 10 questions and is structured just like the course examinations - you will see one question at a time and you will have five minutes to complete the sample test.

The sample tests are not a part of your course grade. However, they will help you perform better on all of the examinations!

Students must achieve 80% on the sample test for the current chapter before they will have access to the sample test for the next chapter! Once a student has access to the sample tests for a particular chapter, the student may retake the sample tests an unlimited number of times. These sample tests are NOT part of the course grade, but will certainly help students perform better on the course examinations!

EXERCISES:

There will be crossword puzzle exercises for each chapter posted on SacCT. These exercises may range in length, but will generally be about 35 questions. After downloading the crossword puzzle from SacCT, you must complete the crossword puzzle and then complete the SacCT quiz to enter your answers into SacCT. The deadlines for the SacCT quizzes related to the crossword puzzle will be midnight on the Monday prior to the review session for that chapter.

Read the assignment specifications carefully, start the assignment as early as possible, and check your work!

Students may complete the SacCT quiz for each crossword twice prior to the deadline, and their best score will be recorded for that exercise.

Correct answers to the crossword puzzle exercises will be provided in the review sessions identified in the general course schedule above.



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