



**CIS 3345 - Management Information Systems (Seq. No. 11595)**  
**Department of Accounting and Information Systems**  
**Fall 2018**

Instructor: Dr. Peeter Kirs

Class meeting: 6:00 PM –7:20 Monday-Wednesday BUSN 321

Office: BUSN, Room 203

Office Hours: Monday-Wednesday: 5:30 p.m.-6:00 p.m. and 7:30 pm --

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**Text Books: The following book is required:**

Management Information Systems; Kenneth Laudon and Jane Laudon, 15<sup>th</sup> edition, Pearson  
ISBN-13: 978-0-13-463971-0.

**Prerequisite:** CIS 2335 or Instructor's permission.

**Disclaimer:**

The following is a rough detail about what will be covered in lecture, assignments, grading, tests, etc. This is not a contract, but rather it is a guideline to be adjusted as necessary.

**Course Objectives:**

The objective of CIS 3345 is to increase the student's understanding of the role of IT in business so that he/she can be prepared for an active role in designing, using, and managing information systems. Upon successful completion of this course, the CIS 3345 students will be able to:

- describe how organizations compete with information technology;
- describe how organizations use information technology for competitive advantage;
- develop a systems view of the role of technology in various domains;
- understand information systems concepts and their application to organizations;
- know the fundamentals of computer hardware, software, database management systems, and telecommunication;
- classify and categorize types of information systems based on types of function they support;
- know with the various approaches to Information Systems development; and
- understand the emerging technological issues facing management.

<b>Grading:</b>	1. 3 Exams	75% (25% each)
	2. Lab Exercise	10%
	3. Project: Power Point Presentation of a CASE	10%
	4. Attendance	5%
<b>Total</b>		<b>100%</b>

Numeric scores will be given for each component which will be converted to letter grades on the basis of comparative performance. Thus a raw score of "85" can become a "C" or an "A", although in the most likely case it will be a "B". Extra credits will be given in for showing additional proficiencies in projects, group presentations etc.

Grades will be assigned based on the following scale.

<b>A</b>	<b>90+</b>	<b>C</b>	<b>70-79.9</b>		
<b>B</b>	<b>80-89</b>	<b>D</b>	<b>60-69.9</b>	<b>F</b>	<b>&lt;60%</b>

**Exams:** Each exam will consist of a combination of multiple choice, short answer, matching, and/or True/False questions which may involve the concepts discussed in your text books, materials covered in your assigned projects and labs, and operation procedures and rules of the System being studied. Each exam will contain questions from the material covered since the last exam. If you miss exam 1 or 2, and have an approved excuse, a make-up exam may be held within one week from the original exam date. There will be no make-up for the final exam (Exam 3).

These exams will be given during the course.

Students may also be required to take computer-based tests to assess their progress in learning Network. Additionally, a final oral examination may also be taken to test the skills acquired by the student.

A student who is unable to take an exam due to an emergency must inform me of that fact on or earlier than the day of the exam and arrange for a make-up exam before the graded exam is returned to the class. Any student requiring a make-up will have to document his/her excuse (e.g., a letter from a physician written on the physician's letterhead).

Make-ups will only be given during a regular class period or during my office hours. In no event will a make-up be given after the graded exam is returned to the class, which is usually the class period after the exam is scheduled.

### Chapter Exercises:

**You are assigned to a group to solve chapter exercises.** You must learn to work in a group.

Chapter exercises will be assigned and collected at the end of the semester. **Submit assignments in an 9" X 12" envelope, which you may reuse later.** On the envelope, indicate the course name, project number, your name and ID number, and the date. All projects must be done in a group.

Each project is due **AT THE BEGINNING OF THE CLASS PERIOD** on the due date. If you turn in a project 10 minutes after the class begins, 10 points will be deducted from your grade on the project. If you turn in a project on the day after the due date, an additional 5 points will be deducted from your grade (i.e., 15 points will be deducted). An additional 5 points will be deducted from your grade for each additional late day.

It is your responsibility to keep a copy of every assignment you submit. You must make sure that you get your assignment back with my initials on it. In case there is a dispute, I will change my record only if you show me all your work with my original initials.

**A. CASE Presentation:**

Powerpoint Presentation (PPT in schedule) on selected MIS topics:

Points to remember:

- a) It is a group presentation to the class.
- b) Maximum time for presentation: 30 minutes.
- c) Prepare for a 15-20 minutes presentation with Powerpoint slides on the assigned topic. Leave 5 minutes for questions and discussions.
- d) Give the instructor a handout of Powerpoint slides, 6 per pages, before the presentation
- e) You will also be evaluated by the rest of the class. Make sure you do a good job.
- f) Extra credit for a superb presentation, extra credit for asking relevant questions to the presenters.

*Schedule of Presentations:*

- Group 1: Chap 1, p. 34
- Group 2: Chap 2, p. 73
- Group 3: Chap 3, p. 116
- Group 4: Chap 4, p. 159
- Group 5: Chap 5, p. 206
- Group 6: Chap. 6, p. 244
- Group 7: Chap. 7, p. 288
- Group 8: Chap. 8. p. 325
- Group 9: Chap. 9, p. 366
- Group 10: Chap. 10, p.433
- Group 11: Chap. 11, p.480

**B. Lab Exercise:** You need to submit reports (1-2 pages) for each exercise. You must submit your report as a group. The lab exercises will be done in a group

1. Design a Web page using Wix/Dreamweaver etc
  - a. It should be a group webpage containing a resume
  - b. Tell me how to view the page
2. End of chapter exercises

**Deliverable Due Date: 15<sup>th</sup> Week.**

**Attendance:** You are expected to attend all class sessions, arrive on time, and complete all reading assignments prior to class. If you are absent from class, it is your responsibility to catch up. For getting good grades, regular attendance is essential. Attendance sheets may be circulated when appropriate. A small portion of your grade will be based on attendance (5%).

**Extra credit:** It is optional. Details should be worked out with the instructor, 3-4 weeks prior to the end of the course.(Max. credit: 5%)

**Incomplete:** University policy states that a grade of "I" may be given only when a student is currently receiving a passing grade in the course. An incomplete is meant for hardship cases where you are unable to complete the course requirements due to circumstances beyond your

control. It is not meant to accommodate students who decide that the work load is too heavy. Adequate evidence of such hardship must be presented when requesting an "I" grade.

**Inappropriate Behavior.** Inappropriate behavior distracts other students and interferes with their learning experience. Inappropriate behavior may include arriving late, leaving early, talking, surfing the net, and so on. 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 final grade of a student who chooses to repeatedly distract others. In particularly egregious cases, I will have the student permanently removed from the class.

**Academic Integrity.** The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve based on the quality of the work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the Handbook of Operating Procedures (HOP) and available in the office of the Dean of Students, may result in sanctions ranging from disciplinary probation, to failing grades on the work in question, to failing grades in the course, to suspension or dismissal, among others.

**Disability:** If you feel you may have a disability that requires accommodations, contact the Disabled Student Services Office at 747-5148, go to the Union Bldg, East, Room 106, or e-mail [dss@utep.edu](mailto:dss@utep.edu).

**Student responsibility:** Individual students must operate with integrity in their dealings with faculty and other students; engage the learning materials with appropriate attention and dedication; maintain their engagement when challenged by difficult learning activities; contribute to the learning of others; and perform to standards set by the faculty.

### **Tentative Schedule of Classes**

The instructor will attempt to adhere to the course schedule below but does reserve the right to alter course content, class assignments and activities, and/or dates as deemed necessary.

**Note:** The reading is to be completed prior to the start of class. Class lectures will not be used to cover everything in the readings. Students are expected to know the material given in reading assignments whether or not it is covered in class.

**\*\*\* Please note that this is a draft schedule and is subject to change \*\*\***

### Tentative Schedule of Classes

DATES	TOPICS	READINGS&ASSIGNMENTS
Wk1— Starting Aug. 27	Course introduction/Information Systems in Global Business	Chap 1
Wk2- Starting Sept.3	Global E-business and Collaboration/ <b>Labor Day (No classes)</b>	Chap 2
Wk 3—Starting Sept.10	IS, Organization and Strategy	Chap 3
	<b>Exam 1</b> (Chapters 1 – 3)	<b>EXAM 1</b>
Wk 4— Starting Sept. 17	Ethical and Social Issues in IS	Chap 4
	IT Infrastructure	Chap 5
Wk 5— Starting Sept. 24	Databases and Information Management	Chap 6
Wk 6—Starting Oct.1	<b>Exam 2</b> (Chapters 4 - 6)/Telecomm	<b>EXAM 2/</b> Chap 7
Wk 7— Starting Oct. 8	Securing IS	Chap 8
Wk 8-- Starting Oct.15	Power Point Presentations/Enterprise Applications	PPT1-PPT3/Chap9
Wk 9— Starting Oct 22	Electronic Commerce Systems	Chap 10
Wk 10— Starting Oct.29	Managing Knowledge	Chap 11
Wk 11 Starting Nov.5	<b>Exam 3</b> (Chapters 7 - 10)/Enhancing Decision Making	<b>EXAM 3/</b> Chap 12
Wk 12 Starting Nov.12	Building IS	Chap 13
<b>Wk 13-</b> Starting Nov 19 Nov. 22 and Nov. 23	Managing Projects  Thanks giving Holiday	Chap 14 PPT4-6
Wk 14— Starting Nov 26	Managing Global Systems	Chap 15 PPT 7-11
Wk 15— Starting Dec.3		
Wk 16-Starting Dec 10	<b>Exam 4</b> (Chapters 11- 14)	<b>Submit Lab Exercises</b>

**Academic Irregularities and Students' Academic Grievances.** Cheating, plagiarism, and unauthorized collaboration are unacceptable and subject to disciplinary actions. Plagiarism is turning in someone else's ideas work. Cheating is copying or giving your work to someone else. Such actions may include and "F" in the course and a letter of fact on your student record following the rules of the University and the College of Business.