



SYLLABUS

Course Information

Description: This course explores the ways computer-based information technologies and systems are used to address specific organizational needs. Students will become familiar with the terms, concepts and issues in information technology management; become involved in the process of developing and modifying information systems which support crucial problem solving and decision-making in organizations; and conduct data analysis using common techniques.

Prerequisite: None

Credits: 4 credits

Web Access: <https://courses.css.edu> – use your CSS login and password

Instructor Information

Instructor: Dr. Thomas Buck

Office: Tower 3602

Phone: 218.723.6117

E-mail: tbuck2@css.edu

Web page : <http://www.tbuck.us>

Office Hours: Tuesdays & Thursdays 1:00 to 3:00

Required Materials

Required Text:

Buck, T. L. (2016). *Computer information systems: Select case studies*. New York, NY: McGraw-Hill. ISBN: 9780984377923. Required

McKinney, E. H., & Kroenke, D. M. (2015). *Processes, systems, and information: An introduction to MIS*. Boston, MA: Prentice Hall. ISBN: 9780133546750. Required

Assessment

This course attempts to apply the following definitions to the letter grades assigned at the end of the course:

- A = Excellent (superior mastery)
- B = Very Good (thorough mastery)
- C = Average (acceptable mastery)
- D = Below Average (incomplete mastery)
- F = Fail (non-mastery)

Points:	
Exams – 11 @ 10 pts. & Mid.T.@ 100	210
Weekly Discussions – 15 @ 10 pts.	150
Weekly Activities – 14 @ 10 pts.	140
Final Projects	225
Total Pts.	725

Grades in %s:			
93-100	A	73-76	C
90-92	A-	70-72	C-
87-89	B+	67-69	D+
83-86	B	63-66	D
80-82	B-	60-62	D-
77-79	C+	0-59	F

Course Outline (by Unit)

Unit 1 – Introduction to Information Systems
Unit 2 – The Importance of MIS
Unit 3 – Business Processes, Information Systems, and Information
Unit 4 – Hardware, Software, and Networks
Unit 5 – About Database Processing
Unit 6 – Using IS to Improve Processes
Unit 7 – Supporting Processes with ERP Systems
Unit 8 – Supporting the Procurement Process with SAP
Unit 9 – Supporting the Sales Process with SAP
Unit 10 – Collaboration and IS
Unit 11 – Social Media and IS / Business Case Analysis
Unit 12 – Business Intelligence and IS
Unit 13 – MIS Management Processes - System Development
Unit 14 – MIS Management Processes - Security
Unit 15 – Final Project
Unit 16 – Reflections

Course Outcomes

Upon completion of this course, a student will be able to:

1. Explain the importance of information systems and the roles that they play in organizations.
2. Explain the interdisciplinary nature of information systems analysis and design, in terms of both technical and behavioral disciplines.
3. Describe the traditional 'life cycle' method of building systems and the role of modeling and simulation in systems analysis and design.
4. Apply contemporary analysis methodologies and describe the strengths and weaknesses of these approaches.
5. Use a range of analysis and design tools and techniques.
6. Construct technically and logically correct functional models of information systems.
7. Evaluate design tools and techniques and select the appropriate tool to use.

College Learning Outcomes

College Outcome: Intellectual and Foundational Skills

St. Scholastica students need intellectual and foundational skills that prepare them for responsible living and meaningful work.

Upon completion of this course, a student will be able to:

- Think critically and analytically
- Demonstrate scientific, mathematical and technological abilities
- Evaluate uses and sources of information

A system analyst is a problem-solver in an organization. Students will use a system analysis methodology to analyze, document, research solutions, and make recommendations for information systems. Course Outcomes: 4, 5, 6, 7.

Attendance

This class is fast moving and rigorous. The best way to learn hardware and software systems is in small pieces. Log in and work on this course every day. The concepts in this course build on each other so keep up-to-date with the course.

The "Legal" Section

Online Participation

- ❖ Your interaction with both your instructor and other students during class is critical to both your learning and to your growth as a professional. You are expected to actively participate in the course discussions and activities.
- ❖ Students will be responsible for all material covered in the class (including syllabus changes) as presented online.

LATE and MAKE-UP WORK

- ❖ All assignments are due as announced and exams are given on the days announced. Assignments are due at 11:59pm Central Time on the due date.
- ❖ No late assignments will be accepted and no make-up exams will be given.
- ❖ Personal emergencies will be handled on an individual basis. If absent for a verifiable emergency, you must contact the instructor.

INCOMPLETES

- ❖ Incompletes will be granted only in rare circumstances where a student can demonstrate an extreme situation which necessitates it.
- ❖ A low class average is not in itself an adequate reason to grant an incomplete.

ACADEMIC (DIS)HONESTY POLICY

- ❖ Academic honesty directly concerns ethical behaviors which affect both the academic environment and the civic community. Plagiarism and other academic dishonesty, including falsification of data, will result, at a minimum, in failure of the assignment involved, and may result in failure of the course. These failures may lead to academic probation. Repeated or especially serious plagiarism or fraud are grounds for dismissal.
- ❖ The CSS Academic Honesty Policy found in the Student Handbook is strictly applied. If a student has questions about the policy, it is her/his responsibility to discuss them with the instructor.

STUDENTS WITH DISABILITIES

- ❖ Students with disabilities are entitled to appropriate and reasonable auxiliary aids and accommodations through The Americans with Disabilities Act section 504 of the Rehabilitation Act of 1973. It is the student's responsibility to notify the Disability Resource Center as soon as possible to ensure that such accommodations are implemented in a timely fashion. For more information or to request academic accommodations, please contact Melissa Watschke, Coordinator of the Disability Resource Center in Tower Hall 2139, by phone at (218) 723-6747 or email at mwatschk@css.edu

*"Everybody is a genius. But if you judge a fish by its ability to climb a tree, it will live its whole life believing that it is stupid."
- Albert Einstein*