



BELK COLLEGE OF BUSINESS

INFO 3130 Management Information Systems – Spring 2021 – Section 090

- Monday 5:30 pm – 8:15 pm,
- Online Course only (no classroom)
- Webex for virtual lectures. Student must have reliable laptop and high-speed Internet connection
- Respondus Monitor and Lockdown Browser used for online Exams

This syllabus may be subject to minor changes during the semester after adequate advance notice to students.

Instructor: Jeff Moretz

Email: jmoretz9@uncc.edu

Office: No dedicated office space. Instructor will instead utilize the virtual classroom (i.e. WebEx) for Q&A with the students

Office hours: Monday 5:00 to 5:30 pm; or Email to schedule a specific appt.

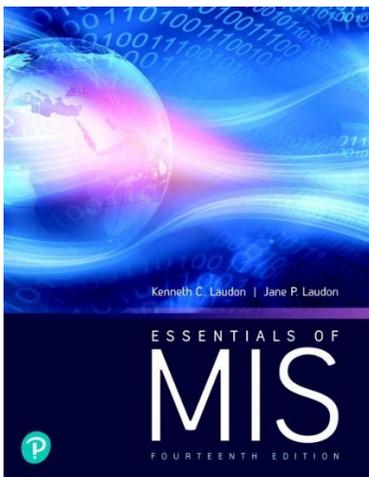
Text and Materials for this Semester. Do **not use** a version of the text prior to version 14

Essentials of MIS 14th Edition

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NOTE: Students are not required to purchase a code nor enable the “MyMISLab” components/video libraries.

(2) Lecture presentations, assignments quizzes and additional course materials will be posted and managed in the course section on Canvas (www.canvas.uncc.edu)

Prerequisites:

MATH 1120; STAT 1220; ACCT 2121, 2122; ECON 2101, 2102; INFO2130; Junior Standing.

Catalog Description:

This course is designed to introduce students to the use of Information Systems (IS) as an essential tool for conducting business in an increasingly global economy. The emphasis is on the conceptual foundations underlying the design, control and operation of Information Systems and how Information Systems provide organizations with competitive advantages. General topics covered will include, but are not be limited to:

- The impact of IS on management decision-making activities
- Principles of the structure and analysis of information flow within an organization.
- Database accumulation and generation, capabilities of information processing, system functions (ex. file creation, report generation, etc.) and evaluation/modification of information systems.
- Telecommunications/Networking, Computer Hardware/Software and Electronic Commerce

Course Objectives:

In today's global business environment, managers have an increasing responsibility for determining their own information systems needs and for designing and implementing information systems that will support their decision-making processes. Thus, the specific learning objectives of this course include the following:

1. To be familiar with the IS terminology relevant to supporting business information system operations, IT infrastructure and modern day business applications.
2. To gain critical thinking skills needed to solve business problems with IS.
3. To develop an understanding of IS, their conceptual and technical foundations, users, components, missions, and capabilities.
4. To get acquainted with both conventional, as well as state-of-the-art, information technologies and understand how to apply them to support management decision-making.

Grading

Exams:

Four semester exams and a cumulative final will be administered. The lowest of the five exam grades will be dropped for a total of four exam grades (20% each) being used in the final grade calculation. Students may choose to take all five exams and drop the lowest. The cumulative final exam is optional for any student who takes all four of the semester exams with a course average greater than or equal to 70%. Any student with a course average below a C (< 70%) at the end of the semester is required to take the cumulative final.

Component Name	Overall Percentage	Comments
Exams	80%	4 of 5 exams @ 20 % each
Individual Learning Assignment (ILA)	20%	3 assignments: All equally weighted; a total of 20% of final grade
Total	100%	

The final letter grade will be calculated based on the 10-point scale outlined below. A curve may be applied at the discretion of the instructor for individual exams. Rounding can also occur for the Final grade but would be done only if a student has chosen to take all five exams.

A: 90% and above; B: 89.9-80%; C: 79.9-70%; D: 69.9-60%; F: Below 60%.

Exams are closed book and notes, no exceptions. Exams are a form of intellectual property belonging to those who create them. Therefore, the exam materials must remain in the instructor's possession or control at all times. Exams may not be taken outside of the lecture hall or copied for any reason. Failure to return an exam after taking or reviewing it or removing an exam from my presence at any time or copying an exam will be considered theft of intellectual property. Such action will result in an exam grade of zero and may warrant further disciplinary action.

Should a student miss an exam as a result of missing a class, that student will receive a grade of zero. In the event that the excuse is approved before the date of the examination (proper documentation required) then the student will take the make-up exam within three school days (Tues -Thurs). **Students who miss more than one exam should seriously consider dropping the class.**

Clickers:

We will not use the Turning Technologies Response Card NXT RCXR-02 clicker for this class.

Individual Learning Assignments:

Each student will complete a set of individual learning assignments that will require the use of an analytical tool such as Microsoft Excel, Access, and Visio. These assignments must be submitted via Canvas by the due date that will be listed on the Canvas site and in the course schedule. Assignments that are handed in late will lose one grade level (i.e. 10 points) for each day late. After 5 days late, a grade of zero will be given.

All software is available for free and can be found in the Friday building, 2nd floor Lab, room 216. Apporto and other Microsoft student copies of software are also available for free to the students. Students are not expected to purchase licenses for these Microsoft solutions.

Extra Credit:

A student can optionally select one of the topics listed below and author a Research Paper. This is not a collaborative project and allows an individual student to demonstrate knowledge gained through their own research and methods.

From zero up to three points can be earned from this Extra Credit Assignment. The points earned will be applied to a student's final grade. Note: Students must take the Final exam in order to utilize this Extra Credit opportunity. This paper cannot be handed in late.

The paper will be focused on how businesses use information systems and technology to make their organizations more efficient, support strategic decision-making, and gain competitive advantages. Topics areas include the following:

- Digital Payments
- Corporate Intranets
- Big Data
- Cloud Computing
- IoT (Internet of Things)
- Piracy (software, intellectual property, etc)
- Internet Advertising/Marketing
- Enterprise Resource Planning (ERP) solutions
- Social Networking Tools and their utilization within a business

Once approved by the course instructor, the student will then create a Research paper touching on (but not limited to) the following criteria. This criteria forms the basis for assessing the final grade:

- Background/history
- Current utilization in business
- Future utilization and trends for business
- Advantages/disadvantages to business and the consumer
- Top vendors of the solution/tool/strategy
- Legal/Regulatory/Ethical Issues
- Costs, Benefits, and Profitability gains to an organization

The Research paper should include all appropriate references/citations for sources used during research. You choose what Reference standard you would like. Based on prior semester submittals, the average length of this type of research paper was approximately 15 pages. Final document to be saved in PDF format and emailed to course Instructor (do not post to Canvas)

Posting of Grades:

Students will have access to their exam grades via Canvas. The course grades posted on Canvas are for informational purposes only. The official overall grade is computed and kept in the instructor's grade book. Students can use the grades posted on Canvas and the information shown above to calculate their current course grade. To ensure information privacy, student grade details cannot be discussed via email.

In the event that a student believes that the grade that they received on an assignment or an exam was in error or unfair, the student can appeal to the professor in writing within 7 calendar days after the grades are posted. The appeal should clearly state the reasons why the grade is believed to be unfair or the nature of the error. Overdue appeals will not be considered.

Class Schedule

UNCC 2021 Spring Semester			Online Class		
INFO 3130 Management Information Systems			5:30 pm to 8:15 pm		
Section 090 Class Schedule - version 2					
Class Date	Chapter Covered	Chapter Content	Exam (first half of class)	Special Assignments Due for:	Comments
01/25/21	1	Class introduction plus Ch 1: Business Info Systems in Your Career			Introduce ILA Swimlane
02/01/21	2	Ch 2: Global eBusiness and Collaboration.			Swimlane Lab/Q&A at end of lecture
02/08/21	N/A	Spring Break			University closed
02/15/21	3	Exam. Plus Ch 3: Achieving Competitive Intelligence	#1		Exam covers chapters 1 and 2
02/22/21	5	Ch 5: IT Infrastructure		ILA: Swimlane	ILA: Access Lab/Q&A at end of lecture
03/01/21	6	Ch 6: Foundations of BI			
03/08/21	N/A	Exam only. No lecture	#2		Exam covers chapters 3, 5 & 6
03/15/21	7,8	Ch 7: Telecommunications, the Internet, and Wireless Technology. <u>First half</u> of Ch 8: Securing Information Systems			
03/22/21	8,9	<u>Second half</u> of Ch 8: Securing Information Systems. Ch 9: Achieving Operational Excellence and Customer Intimacy: Enterprise Applications		ILA: Access	Introduce ILA: Excel
03/29/21	N/A	Exam only. No lecture	#3		Exam covers chapters 7, 8, and 9
04/05/21	10	eCommerce: Digital Markets, Digital Goods			ILA: Excel Lab/Q&A at end of lecture
04/12/21	11	Improving Decision Making and Managing Knowledge			
04/19/21	12	Building IS & Managing Projects		ILA: Excel	
04/26/21	N/A	Exam only. No lecture	#4		Exam covers chapters 10, 11, and 12. Extra Credit Research Paper due
05/03/21	4	Ch 4: Ethics. Final Exam Prep			
05/10/21	All	Final Exam (all chapters; Ch 4 for the first time)	#5		

5 Exams: 20% per exam; only 4 of 5 exam scores chosen
 3 ILA assignments: All equally weighted; A total of 20% of final grade
 Individual Research Paper for Extra Credit: Up to 3 points added to Final grade

Policies

Attendance & Participation:

Students should attend all lectures, labs, quizzes, examinations and presentations. Attendance is critical for each class as there is only one class per week. Class attendance is highly correlated with learning the material and performing well on the course assignments and examinations.

Note that (1) some topics discussed in the classroom are not covered adequately in the textbook, thus the instructor will present alternative approaches, and (2) historically, those who skip the class tend to make less than their target grades and (3) the instructor refuses to answer questions due to absenteeism. A student that misses a class is responsible for obtaining any needed information (e.g., notes, announcements, assignments, etc.) from fellow students. Students are expected to contribute to the active class discussions.

Class Preparation:

Students are expected to study the textbook and other posted materials (notes, presentations, etc.) **prior to each respective lecture**. Effectively one chapter in the text will be covered during each class. Additionally, students must be prepared to intelligently contribute to active class discussions and answer questions related to the current topics.

Class Cancellation:

In the event that the Professor is unable to attend class or the University is closed unexpectedly, assume the material will be moved forward to the next meeting unless otherwise specified.

Assignments Policy:

This 3-credit course requires three hours of classroom or direct faculty instruction and six hours of out-of-class student work each week for approximately 15 weeks. Out-of-class work may include but is not limited to: required reading, library research, written assignments, and studying for quizzes and exams.

All students must complete each individual assignment/quizzes on their own. Any sharing between students will be considered a violation of the Academic Integrity Code and will result at a minimum in a grade of zero for the assignment with a possibility of further disciplinary action.

Academic honesty/integrity:

THE UNC CHARLOTTE CODE OF STUDENT ACADEMIC INTEGRITY governs the responsibility of students to maintain integrity in academic work, defines violations of the standards, describes procedures for handling alleged violations of the standards, and lists the applicable penalties. The following is a list of prohibited conduct in that Code as violating these standards: A) Cheating; B) Fabrication and Falsification; C) Multiple Submission; D) Plagiarism; E) Abuse of Academic Materials; and F) Complicity in Academic Dishonesty. For more detail and clarification on these items and on academic integrity, students are strongly advised to read the current "[UNCC undergraduate catalog](#)."

The instructor may ask students to produce identification at examinations and may require students to demonstrate that graded assignments completed outside of class are their own work.

Religious Accommodation for Students:

The University of North Carolina at Charlotte is committed to diversity, nondiscrimination and inclusiveness, and to supporting its students, regardless of religious affiliation or non-affiliation, in accordance with state and federal laws and regulations. As part of this commitment, the University makes good faith efforts to accommodate a student's religious practice or belief, unless such accommodation would create undue hardship. Details associated with this policy can be found by visiting <https://legal.uncc.edu/policies/up-409>.

Disability Accommodations:

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

Withdrawal from Class:

The administration of this institution has set deadlines for withdrawal from any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, the instructor cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Incomplete Grade:

As per university policy, incomplete grades will be granted when a student who is otherwise passing has not, due to circumstances beyond his/her control, completed all the work in the course. The missing work must be completed by the deadline specified by the instructor or during the next semester (fall or spring) in residence, but no later than 12 months after the term in which the I grade was assigned, whichever comes first. If the I grade is not removed during the specified time, a grade of F, U or N as appropriate is automatically assigned. The grade of I cannot be removed by enrolling again in the same course.

Miscellaneous:

- The instructor reserves the right to change the course outline, and the course contents.
- The instructor will keep all exams; students are permitted to review during office hours. The instructor can optionally elect to review some questions/concepts that failed to score well in an Exam.
- All electronic & mobile devices such as cell phones, laptops, tablets, etc. must be kept silent during lecture sessions and are not permitted at any time during exam periods.

Statement on Diversity:

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socioeconomic status.