COLLEGE OF BUSINESS STANDARD COURSE OUTLINE

I. General Information

Course Number: IS 300
Course Title: Management Information Systems
Units: 3
Prerequisite: None
Course Coordinator: Sophie Lee
SCO prepared by: Sophie Lee
Date prepared/revised: April 14, 2008

II. Catalog Description

Information systems concepts and components, contemporary organizational applications, development and management of information systems, and future trends in information systems and technologies. Computer-based team projects requiring the integration and application of conceptual and skills-oriented information systems knowledge in a business environment. Letter grade only (A-F).

III. Curriculum Justification(s)

Management information systems (MIS) have become an integral part of every organization in today's business world. It not only captures most business data, it also embeds most business processes. Understanding and utilizing MIS is no longer a skill set required by MIS employees only; it is an essential skill of all employees, regardless of their functional area and managerial level. Students need to be MIS literate – be able to understand basic terminologies and concepts of how MIS works, and be able to research learn new MIS concepts as they evolve. As an entry level analyst, students need to know where and how to retrieve business data, and use technology to solve problems. They need to have the knowledge and the vocabularies to effectively communicate to the MIS department. After the student advances to management and executive positions, they need to know how to use technologies to make better decisions, how to manage MIS projects, and the strategic impacts of new technologies.

Upon completion, the student will meet the following three specific CBA learning goals:

- Learning Goal #1 – Critical Thinking
- Learning Goal #5 – Business Functions (MIS)
- Learning Goal #6 – Quantitative and Technical Skills

IV. Course Objectives
Students who pass IS 300 must demonstrate ...

1) understanding of MIS and its role in organizations,
2) knowledge of computer hardware and software,
3) knowledge of telecommunications and networks,
4) understanding of database and its application in business,
5) understanding of electronic business and applications,
6) understanding of issues in IS development and management, and
7) ability to use information technology to solve business problems.

V. Outline of Subject Matter

* Foundation in Information Systems in Business
* Competing with Information Technology
* Computer Hardware
* Computer Software
* Demo-Writing a simple web page/FTP
* Database Management Systems
* Telecommunications and networks
* Electronic Business Systems
* Electronic Business Systems
* Electronic Commerce Systems
* Decision Support Systems
* System Analysis and Development
* Managing Information Systems Project
* Security and Ethical challenges
* Enterprise and Global Management

VI. Methods of Instruction

The preferred method for this course is lecture based. Depending on the individual instructors, opportunities for class discussion, group work, and student presentations may be considered. Instructors are strongly encouraged to introduce real-life cases studies of how companies use Management Information Systems in business functions, such as Accounting, Finance, Marketing, Human Resource Management, Operational processes, and General Management. Instructors are required to assign hands-on problem-solving course project that requires students to analyze and solve business cases using MIS, such as spreadsheet, database management systems, telecommunication, networking and web-based system, or information system design and project management.

Extend and Nature of Technology Use

Instructors must assign homework, exercises, and projects that involves technology use of internet, web-based search engine, spreadsheet, or database.
**Required Texts**

**VII. Instructional Policies Requirements**

**A. Assessment Criteria**

**Homework**
Students will complete individual homework profiling their competence in various subject matters.

**Quizzes and Exams**
Students will complete quizzes (optional), mid-term exam (required; at least one), and final exam (required).

**Projects**
Instructors are strongly encouraged to assign comprehensive course project (individual or group) that requires problem solving and use of management information systems and/or information technologies.

**B. Required Statement**

In compliance with university policy: Final grades will be based on at least three, and preferably four or more, demonstrations of competence. In no case will the grade on any class tests count for more than one-third of the course grade.

**C. Attendance, Withdrawal, Late Assignments**

Students are expected to attend courses and turn in assignments on time. Specific attendance and late assignment policies are up to each individual instructor’s discretion. The withdrawal policy is the same as that of the university.

**D. Disabilities**

Students with disabilities are responsible for notifying their instructor as early as possible of their needs for an accommodation of a verified disability. A student with a disability is urged to consult with Disabled Student Services as soon as possible in order to identify possible accommodations to enhance academic success.