



Standard Course Outline

I S 300 Management Information Systems

I. General Information

- ♦ Course number: IS 300
- ♦ Title: Management Information Systems
- ♦ Units: 3
- ♦ Prerequisites: IS 233
- ♦ Course Coordinator: Hongyu Chen
- ♦ SCO Prepared by: Hongyu Chen
- ♦ Date prepared/revised: April 2021

II. Catalog Description

Information systems concepts and components, contemporary organizational applications, development and management of information systems, and future trends. 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, Student Learning Outcomes, Evaluation Instruments, and Instructional Strategies for Skill Development

1. OBJECTIVE: Critical Thinking

- **Measurable Outcome:** After taking this course, students will be able to demonstrate advanced analyzing processes, including identify the problems within the business processes, know where and how to retrieve business data, and use IS technology to solve problems.
- **Evaluation Instruments:** Specific assignments will vary by instructor, but typical assignments include take-home projects, research papers, and in-class exams.



- **Instructional Strategies:** A writing rubric evaluating data retrieving, problem evaluation and deliverable will be used. Standards for good analytical report will be discussed in class before and after assignments.

2. OBJECTIVE: Business Functions (MIS)

- **MEASURABLE OUTCOME:** After taking this course, students will be able to demonstrate in detailed knowledge of business processes and integration. Students will be able to operate the SAP system to conduct procurement process, fulfillment process, production process and their integration. Students will be able to identify the physical flow, document flow and information flow for all these processes in SAP.
- **EVALUATION INSTRUMENTS:** Specific assignments will vary by instructor, but typical assignments include take-home hands-on exercises and case studies.
- **INSTRUCTIONAL STRATEGIES:** In class lecturing, instructor lead hands-on.

3. OBJECTIVE: Quantitative and Technical Skills

- **MEASURABLE OUTCOME:** After taking this course, students will be able to demonstrate ability to query the database, retrieve data and analyzing the data using spreadsheet software (e.g. MS EXCEL).
- **EVALUATION INSTRUMENTS:** Specific assignments will vary by instructor, but typical assignments include take-home exercises, case studies, and in-class exams.
- **INSTRUCTIONAL STRATEGIES:** In class lecturing, instructor lead hands-on.

V. Outline of Subject Matter

Suggested Course Schedule / Topics To Be Covered:

Topic and Required Coverage	Weeks	Homework <i>Instructor must select at least 4 hw/proj from list</i>
Database	3 weeks	Hw-Access query forming and report generation
Business process and enterprise systems	3 weeks	Hw-Hands-on exercise (SAP SD) Hw-Hands-on exercise (SAP MM)
Business analytics, CRM and SCM	1 week	Hw-CRM, BI
E-Commerce, Social Media, and Mobile Computing	2 weeks	Hw-Web publishing
System development management, Acquiring Information Systems	1 week	
Ethics, Privacy and Information Security	1 week	
AI, Cloud computing and future trend	1 week	



Topic and Required Coverage	Weeks	Homework <i>Instructor must select at least 4 hw/proj from list</i>
Excel <ul style="list-style-type: none"> • Excel should be used throughout curriculum • large data set manipulation • data analysis and summary, reporting • Hands on exercises/project 	2-3 weeks	Hw - Basic excel operation and chart Hw - Large data consolidation, analysis case

VI. Methods of Instruction

1. INSTRUCTION MODE

Check one or more modes of instruction that this course is authorized to use. Syllabi must also contain an explicit statement describing the mode of instructional delivery.

May refer to University policies on [Academic Technology and the Mode of Instruction](#) and [Course Syllabi and Standard Course Outlines](#), for descriptions of modes of instruction and for guidelines for non-traditional modes of instruction.

- Traditional
- Hybrid
- Local Online
- Distance Education

2. CLASSROOM ACTIVITIES.

This course is taught **lecture based with heavy emphasis on hands-on learning experience**. 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 homework and project** that require 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.

VII. Extent and Nature of Technology Use

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

VIII. Information about Textbooks/Readings

Sample Required Texts:

- Rainer and Prince, *Introduction To Information Systems*, 8th Edition, Wiley Publishing, 2019.



- Rainer, Prince and Watson, *Management Information Systems*, 4th Edition, Wiley Publishing, 2016
- Laudon and Laudon, *Essentials of MIS*, 14th Edition, Pearson, 2020.
- Kroenke and Boyle, *Experiencing MIS*, 8th Edition, Pearson, 2019.
- Instructors are encouraged to supplement the course with latest readings, case studies, and software manuals.

IX. Instructional Policies Requirements

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 Excel, database, process modeling, and other management information systems and/or information technologies.

Recommended Assessment Criteria and Weight:

- Mid-Term Exam 1 - 100 pts
- Mid-Term Exam 2 - 100 pts
- Final Exam - 100 pts
- 4 Homework + Project - 100 – 150 pts
- **Total - 400 – 450 pts**

X. 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.

XI. 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.

XII. Disabilities

The [Bob Murphy Access Center \(BMAC\)](#) provides certification for students with disabilities and helps arrange relevant accommodations. Any student requesting academic accommodations based on a disability is strongly encouraged to register with Disabled Student Services (BMAC) each semester. A letter of verification for approved accommodations can be obtained from BMAC. Please be sure to provide your instructor with BMAC verification of accommodations as early in the semester as possible. The phone number for BMAC is (562) 985 5401. The email address is: bmac@csulb.edu.



XIII. Assistive Technology

In compliance with university policy on [Accessibility and Faculty Responsibility for the Selection of Instructional Materials](#), instructors are responsible for ensuring that their syllabi and instructional materials are accessible to all students.

XIV. Disclaimer

This is a highly selective bibliography to provide instructors with a primary set of resource materials. For brevity, important works may be missed from this list. The list is intended to show the range of materials available to our students. Relevant course materials may also be found in periodicals, both in print and electronic form.

XV. Consistency of SCO Standards across Sections

All future syllabi will conform to the SCO. The course coordinator should review the SCO and offer advice and/or materials to faculty member new to teaching the course. The course coordinator may offer or require regular review of instructors' course materials as well as anonymous samples of student work.

XVI. [Additional Resources for Development of Syllabi](#)