Gordon State College	**MGNT 3400: Management Information Systems**

MGNT 3400-A, Spring Semester, 2018

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Overview
Information systems are making the world a very small place and are contributing to rapidly increasing global competition. As a result, organizations are constantly trying to find ways to gain a competitive advantage – by achieving operational excellence, developing new business models, providing superb customer service, improving decision making, and so on. It should be obvious, then, than an introductory course in information systems is critically important for success in your chose career.

Course Description
This course introduces students to the study of organizations as systems supported by information processing. Students who have completed this course will be able to distinguish needs for information at different levels in organizations. Students will be able to evaluate information system decisions using formal methods.

Learning Objectives

1. Recognize data as an organizational resource that must be planned for, controlled, allocated appropriately, managed, and deployed at different levels of management for competitive advantage.
2. Recognize organizations as systems, where information technology is used to process information at different levels of management
3. Demonstrate the ability to use technological applications to create and communicate business solutions.
4. Utilize the World Wide Web and presentation software to present results of problem solving.

Prerequisites
45 credit hours including credit for either BUSA 2101 or CSCI 1101

Learning Resources

Required Course Material
For this course we will be using a textbook called:
Information Systems: A Manager's Guide to Harnessing Technology, Version 6.0, by John Gallaugher
The text is published by Flat World Knowledge and the text is available in the bookstore. You may purchase a used copy online if you wish. You may also visit the link below and purchase access to the e-book if you choose: https://students.flatworldknowledge.com/course/2570840.

Important Dates

The midterm date for the college is **Monday, March 5th**. Any withdrawals before and including this date will be given a "W" but any withdrawal after this date will be given a "WF" by the instructor. The final exam will be given online during the Final Exam Period between **May 3rd and May 6th**.

Specific Policies Regarding Assignments

1. Any software assignments must be completed using a Microsoft Office package that is compatible with the 2013 or 2016 edition. Assignments that are completed using any other application will NOT be accepted.

2. Assignments must be completed according to the Instructor's requirements. Completed files must be named according to the directions for the assignment.

3. You have a folder on the network that has your name (or Gordon Account Name) on the folder. The folder may be used to put materials to be used in class and for assignments. It will be your responsibility to maintain your folder and make sure that your assignments are properly in the folder when they are due.

Grading and Assignments

Item	Percentage	Letter Grade	Average
2 Exams	30%	A	90 – 100
Assignments	25%	B	80 – 90
Quizzes	10%	C	70 – 80
Discussions	5%	D	60 – 70
Participation	5%	F	Below 60
Final Exam	25%		
Total	**100%**		

Exams

There will be 2 exams that you will take for the class during the Semester. Exams will be given online using Brightspace/D2L and will be timed. You will have a "window" of time to complete the exam.

Assignments

You will have a number of different assignment in this course: some individual assignments and possibly some group assignments. Assignments may include writing assignments as well as computer assignments in Excel and Access. ALL assignments MUST be turned in according to schedule. Completing work in a timely fashion is considered part of doing the assignments. You may have other assignments from the text that you may be asked to complete in Brightspace/D2L.

Quizzes

You will have the opportunity to take a number of quizzes during the semester. The quizzes are meant to help you keep pace with our material and to help you prepare for semester exams and the final exam. You **may** have multiple attempts at the quizzes, but the quizzes will be timed. **There will be NO makeup quizzes**.

Participation

You will receive a grade for Participation in the course based on your participation in any ungraded activities that we may have online. This grade is **solely up to the discretion of the instructor.**

Discussions

You will receive a grade for Discussions in the course based on your participation in class discussions as required by the instructor. This grade is **solely up to the discretion of the instructor.**

Final Exam

There will be a scheduled final exam held online using ProctorU. The final exam will be comprehensive in nature, you will be required to take it, and it CAN NOT be made up. THERE IS A FEE FOR TAKING THE EXAM BUT IT WILL ONLY BE $15.00. Below is a message about ProctorU:

ProctorU is a live online proctoring service that allows you to take your exam from the comfort of your home. ProctorU is available 24/7, however you will need to schedule your proctoring session at least 72 hours in advance to avoid any on demand scheduling fees. Creating a ProctorU account is very simple. All you will need to do is visit go.proctoru.com. ProctorU also provides free technical support to ensure you have the best testing situation possible. That is available at _www.proctoru.com/testitout_. On this page you will also be able to test your equipment, learn about what to expect during your proctoring session, and ask any questions you may have about the proctoring process with a ProctorU representative. In order to use ProctorU you will need to have a high-speed internet connection, a webcam (internal or external), a windows or apple Operating System, and a government issued photo id. ProctorU recommends that you visit proctoru.com/testitout prior to your proctoring session to test your equipment. Please note that, as a student, you will be required to submit payment (via all major credit cards) when you schedule your ProctorU exam (via your ProctorU account). The fee for the exam is based upon the length of time allotted to the exam (the fee distribution is located in the table below). For additional technical services needed before your exam, you can click on the button that says "connect to a live person." Test Taker Walk Through Video _https://vimeo.com/129576577_ _https://www.proctoru.com/exam-readiness-guide/_. Please also review Gordon State's ProctorU Information site at: _http://www.gordonstate.edu/computer-services/proctor-u_

Technology Requirements

To take this course, you must have access to a computer (**NOT A TABLET**) with a reliable broadband Internet connection. The following are minimum hardware and software requirements:

Hardware:

- A PC running Microsoft Windows 7, 8, 8.1, or 10 with at least 512 MB of RAM (1GB or higher is recommended). It's best to have a screen size of at least 13 inches. The processor needs to be an Intel Pentium 4 or higher processor.
- Recommended Graphics: SVGA with a minimum recommended resolution of 1024 x 768 with: 32-bit color, minimum of 64 MB video memory and a DirectX compatible video card.
- **Microphone**
- **Webcam**

Software:

- A web browser supported by Brightspace/D2L (Firefox is recommended).
- Adobe Reader 8 minimum; 9 recommended
- You also should have access to a computer with Microsoft Office 2013, 2016, or Office 365. The Office package should have **PowerPoint, Word, Excel, and Access**. As a Gordon State College Student, you can get an account with Office 365 and download the Office package for free. Visit the link below for more information:

    http://www.gordonstate.edu/departments/computerservices/office365.asp

UNFORTUNATELY, Macs do not support the use of Access and so those projects will HAVE to be completed using a computer that will support Access.

Gordon State College Policies and Resources

Title IX: Gordon State College is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence and stalking. If you (or someone you know) has experienced or experiences any of these incidents, know that you are not alone. All faculty members at Gordon State College are mandated reporters. Any student reporting any type of sexual harassment, sexual assault, dating violence, domestic violence or stalking must be made aware that any report made to a faculty member under the provisions of Title IX will be reported to the Title IX Coordinator or a Title IX Deputy Coordinator. If you wish to speak with someone confidentially, you must contact the Counseling and Accessibility Services office, Room 212, Student Life Center. The licensed counselors in the Counseling Office are able to provide confidential support.

Gordon State College does not discriminate against any student on the basis of pregnancy, parenting or related conditions. Students seeking accommodations on the basis of pregnancy, parenting or related conditions should contact Counseling and Accessibility Services regarding the process of documenting pregnancy related issues and being approved for accommodations, including pregnancy related absences as defined under Title IX.

ADA and 504: If you have a documented disability as described by the Americans with Disabilities Act (ADA) and the Rehabilitation Act of 1973, Section 504, you may be eligible to receive accommodations to assist in programmatic and/or physical accessibility. The Counseling and Accessibility Services office

located in the Student Center, Room 212 can assist you in formulating a reasonable accommodation plan and in providing support in developing appropriate accommodations to ensure equal access to all GSC programs and facilities. Course requirements will not be waived, but accommodations may assist you in meeting the requirements. For documentation requirements and for additional information, contact Counseling and Accessibility Services at 678-359-5585.

Academic Integrity, Cheating and Plagiarism: Gordon State College regulations will be enforced regarding dishonorable or unethical conduct (Cheating, Plagiarism, Falsification, Unauthorized Collaboration or Multiple Submissions). The penalties for incidents of academic dishonesty can lead to expulsion from the College (see the following web page for information: http://www.gordonstate.edu/admissions/catalog/conductcode.asp). In this class there will be zero tolerance for dishonorable or unethical conduct. Electronic or physical sharing of answers during in-class examinations will be considered cheating and will not be tolerated.

Cheating on in-class examinations involves giving or receiving unauthorized help before, during, or after an examination. Examples of unauthorized help include sharing information with another student during an examination, intentionally allowing another student to view one's own examination, and collaboration before or after an examination which is specifically forbidden by the instructor.

Plagiarism is presenting another person's work as one's own. Plagiarism includes any paraphrasing or summarizing of the works of another person without acknowledgement, including the submitting of another student's work as one's own. Plagiarism frequently involves a failure to acknowledge in the text, notes, or footnotes the quotation of the paragraphs, sentences, or even a few phrases written or spoken by someone else. The submission of research or completed papers or projects by someone else is plagiarism, as is the unacknowledged use of research sources gathered by someone else. Failure to indicate the extent and nature of one's reliance on other sources is also a form of plagiarism.

Tentative Weekly Topic Schedule

Week	Topics
Jan. 10 – 14	Introduction to the Course; Excel Review; Setting the Stage: Technology and the Modern Enterprise (Chapter 1)
Jan. 15 – 21	Strategy and Technology: Concepts and Frameworks for Understanding What Separates Winners from Losers (Chapter 2)
Jan. 22 – 28	Zara: Fast Fashion from Savvy Systems (Chapter 3); Netflix in Two Acts: The Making of an E-Commerce Giant and the Uncertain Future of Atoms to Bits (Chapter 4)
Jan. 29 – Feb. 4	Moore's Law and More: Fast, Cheap Computing, and What This Means for the Manager (Chapter 5)
Feb. 5 – 11	Disruptive Technologies: Understanding the Giant Killers and Tactics for Avoiding Extinction (Chapter 6)
Feb. 12 – 18	**EXAM 1;** Understanding Network Effects: Strategies for Competing in a Platform-Centric, Winner-Take-All World (Chapter 8)
Feb. 19 – 25	Social Media, Peer Production, and Web 2.0 (Chapter 9)
Feb. 26 – Mar. 4	Facebook: A Billion-plus users, the High-Stakes Move to Mobile, and Big Business from the Social Graph (Chapter 11)
Mar. 5 – 11	The Sharing Economy, Collaborative Consumption, and Creating More Efficient Markets through Technology (Chapter 10)
Mar. 12 – 18	Rent the Runway: Entrepreneurs Expanding an Industry by Blending Tech with Fashion (Chapter 12)
Mar. 19 – 25	**SPRING BREAK!**
Mar. 26 – Apr. 1	**Exam 2;** Access Review
Apr. 2 – 8	Understanding Software: A Primer for Managers (Chapter 13)
Apr. 9 – 15	Software in Flux: Open Source, Cloud, Virtualized and App-driven Shifts (Chapter 14)
Apr. 16 – 22	The Data Asset: Databases, Business Intelligence, Analytics, Big Data, and Competitive Advantage (Chapter 15)
Apr. 23 - 29	A Manager's Guide to the Internet and Telecommunications (Chapter 16)
Apr. 30 – May 2	Information Security: Barbarians at the Gateway (and Just About Everywhere Else) (Chapter 17)
MAY 3 – 6	FINAL EXAM!