Introduction to Management Information Systems
MGMT 221
In-Person Lecture (PL)
Course Syllabus

Credit Hours: 3 Credits
Academic Term: MAY-2014 (#2261): 31 May thru 01 August
Meetings: Thursday, 5:15 pm to 10:00 pm Pacific Time Zone
Location: San Diego Campus, 8799 Balboa Avenue, Suite 160. Classroom #1
Instructor: Daryl Eisner
Office Hours: Before and after class and by appointment.
Telephone: (858) 761-3560
ERAU Email: Daryl.Eisner@erau.edu

Course Description:
The course integrates topics of management and organization theory, information and communication theory, information security, and systems theory. Special attention is given to computer hardware and software, telecommunications, database concepts, and e-commerce and Internet based business models.

Course Goals:
The course is designed to provide students with the fundamentals associated with the management of information technology as an essential tool for conducting business in an increasingly global economy. The course provides an overview of Information Systems and the conceptual foundations underlying the design, control, security, and operation of computer-based systems used by business.

Learning Outcomes (LO):
1. Demonstrate understanding of the fundamentals and components of Information Systems and how they support business organizations.
2. Describe how Information Systems can be applied to give organizations competitive advantages.
3. Differentiate hardware, software, data, and telecommunications and networks types, components, and concepts.
4. Discuss the technical foundation of Data Base Management and how to manage data resources.
5. Explain how Information Systems enables e-business and e-commerce.
6. Explain the decision support systems concept and how it differs from traditional management information systems.
7. Recognize how to use each of the steps of the Information System Development Cycle to develop and implement a business information system.
8. Identify the goals and objectives of Information Systems security management, and describe basic Information Systems security-related threats and strategies for protecting against them.
10. Illustrate the importance of global Information Technology (IT) management in today's business environment.

**Required Course Materials:**

**Grading:**

<table>
<thead>
<tr>
<th>Assessment Basis</th>
<th>%</th>
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<tbody>
<tr>
<td>Midterm</td>
<td>15%</td>
</tr>
<tr>
<td>Final</td>
<td>15%</td>
</tr>
<tr>
<td>PowerPoint Presentation</td>
<td>30%</td>
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<tr>
<td>Project 1: Web Design</td>
<td>20%</td>
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<tr>
<td>Project 2: Analysis with Excel</td>
<td>10%</td>
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<tr>
<td>Project 3: Database Design</td>
<td>10%</td>
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<tr>
<td><strong>Total</strong></td>
<td>100%</td>
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<table>
<thead>
<tr>
<th>Scale</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 - 100</td>
<td>A - Satisfactory</td>
</tr>
<tr>
<td>80 – 89</td>
<td>B - Above Average</td>
</tr>
<tr>
<td>70 – 79</td>
<td>C - Average</td>
</tr>
<tr>
<td>60 – 69</td>
<td>D - Below Average</td>
</tr>
<tr>
<td>Below 60</td>
<td>F - Failure</td>
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</tbody>
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**Library:**
The Jack R. Hunt Library, located on the Daytona Beach Campus, is the primary library for all Worldwide Campus students.

- **Web:** [http://library.erau.edu](http://library.erau.edu)
- **Phone:** (800) 678-9428 (ext. 6947) or (386) 226-7656
  (Voicemail is available after hours)
- **Hours:** Monday - Friday, 8:00 a.m. - 5:00 p.m. EST
- **Email:** library@erau.edu

**Assignments, Discussion Board Participation (If required for Blended Delivery), and/or special administrative:**
All assignments will be completed in a professional manner and on time, unless prior arrangements have been made with the professor. Blackboard assignments (if required) are graded with class participation. This course includes weekly activities, each of which may have grade points associated with them. Unless prior arrangements have been made with the
instructor, you are expected to participate each week, according to the course schedule. This is especially important with regards to discussion activities. Weekly discussions typically include both an initial posting and one or more substantive replies.

**Course Website:**
The course website contains detailed course information, requirements, assignments, and other resources. Project scores and course grades will be posted on the course website. To access the scores each student is provided with a unique username and password. Please see instructor to obtain a personal PIN for monitoring or viewing online grades.

**Course Web Site:**
http://webfac.db.erau.edu/~eisne102/MGMT-221/

* Do not share your PIN with fellow students. The PIN should remain private between student and instructor

**Course Policies:**
Embry-Riddle is committed to maintaining and upholding intellectual integrity. All students, faculty, and staff have obligations to prevent violations of academic integrity and take corrective action when they occur. The adjudication process will include the sanction imposed on students who commit the following academic violations, which may include a failing grade on the assignment, a failing grade for the course, suspension, or dismissal from the University:

1. **Plagiarism:** Presenting as one’s own the ideas, words, or products of another. Plagiarism includes use of any source to complete academic assignments without proper acknowledgement of the source. All papers submitted for grading in this course will be submitted to safeassign.com - http://www.safeassign.com/ where the text of the paper is compared against information contained in the safeassign.com database. Papers submitted will be included in the safeassign.com database and become source documents for the purpose of detecting plagiarism.

2. **Cheating:** A broad term that includes the following:
   a. Giving or receiving help from unauthorized persons or materials during examinations.
   b. The unauthorized communication of examination questions prior to, during, or following administration of the examination.
   c. Collaboration on examinations or assignments expected to be individual work.
   d. Fraud and deceit, that include knowingly furnishing false or misleading information or failing to furnish appropriate information when requested, such as when applying for admission to the University.

3. **APA 6** is the ERAU Worldwide standard for all research projects.
Disability Support Services:
ERAU is committed to the success of all students. It is a University policy to provide reasonable accommodations to students with disabilities who qualify for services. If you would like to request accommodations due to a physical, mental, or learning disability contact the Disability Support Service Office at (386) 226-7916.

Attendance and Absences:
The faculty of Embry-Riddle Aeronautical University affirms the importance of prompt and regular attendance on the part of all students. Quality instruction clearly depends upon active student participation in the classroom or its equivalent learning environment. Your participation is particularly important in this course, since each class constitutes a significant percentage of the total course. All absences, regardless of reason, require a make-up assignment, mutually arranged between the instructor and the student. If an absence is anticipated, the student should notify the instructor, preferably in advance.

Students are encouraged to assist each other with access to class notes for missed classes. Note that part of the grade performance is class participation. Even where make-up assignments are completed satisfactorily, the instructor reserves the right to assign appropriate credit for attendance in class. Students not attending all class periods may receive less than full credit, even where make-up assignments are completed.

Assignments:
Assignments will be due and completed prior to the next scheduled class session or as assigned by instructor and will not be accepted beyond that date without prior approval. If the student makes prior arrangements with the instructor to turn in late assignments, a deduction for late work will be applied to include a minus 5% per day grade reduction on the completed assignment.

Assignments constitute minimum coverage of the required lessons and the student is encouraged to complete additional study/research of related material to promote mastery of the objectives. Course content may vary from this syllabus to meet the needs of this particular class composition.

Make-Up of Classes/Examinations:
The faculty of Embry-Riddle Aeronautical University affirms the importance of prompt and regular attendance on the part of all students. Quality instruction clearly depends upon active student participation in the classroom or its equivalent learning environment. Your participation is particularly important in this course, since each class constitutes a significant percentage of the total course. All absences, regardless of reason, require a make-up assignment, mutually arranged between the instructor and the student. If an absence is anticipated, the student should notify the instructor in advance. Students are encouraged to assist each other with access to class notes for missed classes. If an exam is taken late, the instructor reserves the right to substitute an alternate exam.

Guidelines for the Project Presentation:
The Project Presentations will be done in assigned groups. Each student will select a problem or project from suggested topics list posted on the class website. By the third weekend of class, an assigned group leader will deliver the Project Outline, a one-page outline (bullets) of the Project Presentation. It is a formative exercise, preferably delivered by E-Mail, so the student can obtain early feedback on the expectations for the group presentation. The final one-page Project Report and 20-minute Oral Presentation are due the last week of class (presentation slides must be provided to the instructor prior to the in-class presentation).

**Proprietary Information:**
While the University's teaching/learning model emphasizes the sharing of professional experiences in the context of analyzing relevant course materials, it is against the policy of Embry-Riddle Aeronautical University for students and/or faculty members to share information about present or past employers that would be considered to be "proprietary," "confidential," "company sensitive," or "trade secret."

**Student Preparation and Participation:**
As a minimum, all students are expected to have read and thought about the information provided in the assigned chapters before class commences! This is a professional responsibility to yourself and your classmates. Active participation in class discussions is an important element of a collegiate program; it is evaluated by instructors and is reflected in the assignment of course grades. Participation includes the quantity and quality of comments and class discussions, lively fellowship, positive contributions to group assignments, ability to respond to questions by classmates and the instructor and ability to work as a member of a group. Students are expected to synthesize, analyze and integrate all reading assignments. Consistent attendance and being on time is an essential ingredient of participation.

**Course Schedule:**

<p>| Date | Topic/prep | Learning Outcome(s) | Assignments/outcomes |
|------|------------|---------------------|----------------------|----------------------|</p>
<table>
<thead>
<tr>
<th>Session 1</th>
<th>05 June</th>
<th>Introduction / Syllabus Overview Discussion: Foundation of Information Systems, Class Project 1: Website Design</th>
<th>1, 2, 7, 10</th>
<th>Read/Review: Syllabus Read/Review: Chapter 1 HW: Draft Website Design</th>
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<tbody>
<tr>
<td>Session 2</td>
<td>12 June</td>
<td>Discussion: Telecommunications &amp; Networks, Developing Business/IT Solutions Class Project: Web Page Design (Part 2)</td>
<td>2, 3, 10</td>
<td>Review: Chapter 6 &amp; 10 Web Design Handout</td>
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<tr>
<td>Session 3</td>
<td>19 June</td>
<td>Discussion: Electronic Business Systems Class Project: Web Page Design (Part 3)</td>
<td>5</td>
<td>Read/Review: Chapter 7</td>
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<tr>
<td>Session 4</td>
<td>26 June</td>
<td>Discussion: Computer Software Class Project 2: Excel and PivotTables &amp; Pivot Charts, What-if Analysis, Queries</td>
<td>3, 7</td>
<td>Read/Review: Chapter 4</td>
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<tr>
<td>Session 5</td>
<td>03 July</td>
<td>Discussion: Competing with IT, Ethical Issues Adv. Excel Concepts (Part 2) Course Midterm Exam</td>
<td>9, 10</td>
<td>Read/Review: Chapter 2</td>
</tr>
<tr>
<td>Session 6</td>
<td>10 July</td>
<td>Discussion: Data Resource Management, Electronic Commerce Systems Project 3: MS Access Concepts Database Table Relationships, Calculated Fields, Advanced Queries.</td>
<td>2, 4, 10</td>
<td>Read/Review: Chapter 5 &amp; 8 Homework: Contact/Meet in Groups</td>
</tr>
<tr>
<td>Session 7</td>
<td>17 July</td>
<td>Discussion: Computer Hardware In Class Project - Mail Merge</td>
<td>2, 3</td>
<td>Read/Review: Chapter 3 Homework: Group Presentation Prep.</td>
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<tr>
<td>Session 9</td>
<td>31 July</td>
<td>Presentations</td>
<td>1, 2, 10</td>
<td>None</td>
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**APPROVED - College of Business**