

Business Information Systems I (BCIS 338) Spring 2009

Section M01; Room: BC 102, MWF 8:30 - 9:20 am
Section M02; Room: BC 102, MWF 9:30 - 10:20 am
Section M03; Room: BC 102, MWF 10:30 - 11:20 am

Instructor: Jim Shannon

E-mail: jshannon@nmsu.edu

WebCT: <http://salsa.nmsu.edu/>

MyITlab: <http://myitlab.com>

Office: **Guthrie 318**

Office Phone: **646-4281**

Depr.t Phone **646-4901**

Office Hours: Mon, MW 1:00-2:30pm (in GU
303 - computer lab)
Tues 11:30am-1:30pm (in GU
303 - computer)
or by appointment

myITlab Course ID Be sure to use the correct ID
for your class):

BCIS 338.M01 (8:30 - 9:20)
CRSABK1-410710

BCIS 338.M02 (9:30 - 10:20)
CRSABWZ-410720

BCIS 338.M03 (10:30 - 11:20)
CRSABVL-410721

Classes: MWF 8:30-9:20, BCIS 338.M01,
BC 102
MWF 9:30-10:20, BCIS 338.M02,
BC 102
MWF 10:30-11:20, BCIS 338.
M03, BC 102

Text Books: The text books are available as a package in the NMSU bookstore. The package includes the following:

Concepts Text: Using MIS, 2nd edition, David Kroenke

Software Text: BCSI 338 Business Information Systems I, Custom Edition for New Mexico State University

Software License: myitlab access code - **DO NOT LOSE THIS LICENSE** - you will need it to register for the online software.

Course Description - Business and managerial applications of Management Information Systems and Information Technology, from strategic and competitive technology opportunities to the organization and management of information using databases and data warehouses.

Course Objectives - The student who completes this course should know:

- *Terminology*: You will be able to explain the meaning of terms used to describe common techniques and concepts in business information systems
- *Skill*. You will successfully use microcomputer productivity software to solve typical information systems problems.
- *Advanced Information Systems Concepts*. You will be able to describe the ways in which computers are and will be used in business and management. These concepts include telecommunications, electronic commerce, data warehousing and mining, artificial

intelligence, and future directions of computer-based information systems.

- *Behavioral and Organizational Issues.* You will be able to identify and suggest appropriate responses to managerial and organizational issues stemming from development, implementation, and use of computer-based information systems.
- *International Issues.* You will recognize the reality of implementing international information systems, including economic and cultural differences.
- *Social and Ethical Issues.* You will understand the major social and ethical issues involved in the development and use of information technology.

Examinations - There will be three exams. The exams will cover material from the textbook and lectures. The third exam is the final exam and it covers the material since the second exam. Exams will be a combination of multiple choice, some true false, and a couple of short answer essay questions.

If you miss an exam due to illness, work, or a university-sponsored activity, you must provide proper notification and documentation to the instructor as soon as possible. If no valid documentation is provided the student will receive a score of zero for the missed exam.

WebCT, myitlab and This Course - This course will use WebCT extensively. The syllabus and course schedule, Using MIS chapter quizzes, and more will be available through WebCT. This course also uses MyITLab to provide software training and skill-based quizzes and exams. Once you become familiar with myitlab, you will find it easy to use and helpful in learning key features of spreadsheet and database software.

The assignments will require time outside of class each week to complete. **Don't hesitate** to ask the instructor for help so you don't get behind early in the course.

Office hours will be held in GU 303, the computer lab. If I cannot open the lab any other day, I'll post a message as soon as I find out.

Late assignments will not be accepted, this includes: myitlab training exercises, myitlab skill-based exams, and Using MIS WebCT chapter quizzes.

IMPORTANT NOTE: Your myitlab account, by default, is set for Eastern Standard time. You will need to change that setting to Mountain Standard time. If you fail to do this assignment due dates will not be correct in the myitlab calendar and you may miss a due date and get a zero.

Attendance Policy - Attendance is important to doing well in this class. Lecture, discussion, and exercises are an essential part of learning the concepts and skills in this course. If a student misses a class, it is up to the student to find out what was covered by talking to other students, getting someone's notes, and checking the class WebCT and MyITLab sites.

Class Procedures - The teaching method for this course will include lecture/discussion, in-class exercises, online training exercises and skill-based quizzes/exams. All work should be done independently unless a group exercise is given.

Electronic devices, cell phones, PDAs, laptop computers are to be turned off during class, except that laptop computers may be used to follow software demonstrations.

Students with Disabilities - If you have, or believe you have, a disability and would benefit from accommodations, you may wish to self-identify. You can do so by providing documentation to the Services for Students with Disabilities (SSD) Office located at Garcia Annex (Phone: Voice 646-6840, TTY 646-1918). If you are already registered with the SDD Office and need accommodations please provide your Accommodation Memo from the SSD within the first two weeks of class.

If you have a condition that may affect your ability to exit safely from the premises in an emergency or that may cause an emergency during class, you are encouraged to discuss this in confidence with the instructor and/or the Coordinator for SSD. Call 646-3333 with any questions about the Americans with Disabilities Act (ADA) and/or Section of the Rehabilitation Act of 1973. All medical information will be held in strict confidence.

Scholastic Dishonesty - Scholastic dishonesty will not be tolerated. The penalty for dishonest behavior can range from receiving a zero for an assignment or exam to censure from the University.

Grades - Below is the weight each grading component has in the overall grade and how final grades will be assigned. Please note that there is no rounding up in final grade assignment.

	Weight in Overall Grade
MIS Concepts	
Chapter Quizzes	10.0%
Exam 1	15.0%
Exam 2	15.0%
Exam 3	15.0%
Software	
Verification of myitlab Time Zone change, SAP Purchasing Exercise, myitlab Training Exercises and Quizzes	15.0%
myitlab End-of-Chapter Skill-based Exams (9 total)	30.0%
Total Points	100.0%

Grades will be assigned as follows: 90% through 100% A

80% through 89%	B
70% through 79%	C
60% through 69%	D
Below 60%	F