

# **Business Information Systems I – Class Syllabus**

## **BCS 338.M04– Fall, 2009**

<b>Instructor:</b>	<b>Dr. Bobbie Green</b>
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<b>Blackboard:</b>	<b><a href="http://learn.nmsu.edu">http://learn.nmsu.edu</a></b>
<b>Office Hours:</b>	<b>Monday &amp; 4 – 5 PM</b>

### **Textbooks (Required)**

- *Using MIS*, 2nd Edition, David M. Kroenke, Prentice Hall
- *Business Information Systems*, Custom Edition for NMSU, Gauer, Mulbery, Scheeren, and Lockley

### **Course Description**

- This course provides an understanding of management information systems (MIS) by blending technical information with decision-making, problem-solving and systems integration. This course emphasizes the importance of technology as an aid to decision-making and as productivity tools in business. In addition to gaining an understanding of management information systems, students also gain a working knowledge of productivity software through the use of a database management system, and spreadsheet software.

### **Course Objectives**

Upon completion of this course, the student will:

- Be able to describe how MIS relates to you as a future business professional.
- Understand the nature of collaboration and how it pertains to decision-making, problem-solving and project management.
- Understand the key components of Information Technology (IT).
- Be able to explain the dynamics of Information Systems (IS) among organizations; particularly e-commerce, enterprise resource planning (ERP) and supply chain management systems.
- Understand business intelligence and knowledge management.
- Understand information security, including security threats, policy and safeguards.

### **Blackboard and This Course**

- Blackboard is a tool for integrating the Internet into the delivery of a course. All course information will be posted in Blackboard <http://learn.nmsu.edu>. Therefore, it is very

important that you get familiar with the content of our Blackboard course. Course announcements to the class will be posted on the BCS 338 course homepage in Blackboard.

### **Exams**

- There will be three exams. The exams will cover material from the textbook, lectures, and the assignments.
- The final exam will cover the material since the second exam and some central terms and concepts that have been discussed since the beginning of the semester.
- Each exam will consist of 100 questions and may be any combination of the following:

"Fill in the Blank"

"True/False"

"Multiple Choice"

"Matching"

### **Quizzes**

- Each quiz is worth 30 points each. These quizzes will cover the Using MIS textbook material and will be given through Blackboard.

### **Assignments**

- MyITLab Assignments are worth 20 points each. These assignments are web-based simulations which will cover the Business Information Systems I textbook material. These assignments require the use of a web-based application which can be accessed at <http://www.myitlab.com>

### **Hands-On Exercises**

- Hands-On Exercises will reinforce the MyITLab Assignments using the actual software instead of web-based simulations. These assignments can be found in the Business Information Systems I textbook. You will need Microsoft Access and Microsoft Excel (instructions assume that you are using Office 2007) to complete these assignments.

### **Students with Disabilities**

- If you have a disability and would benefit from accommodations, you can notify the **Services for Students with Disabilities (SSD) Office** located at Garcia Annex (Phone/Voicemail 646-6840, TTY 646-1918).
- If you are already registered with the SSD 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**

- The penalty for scholastic dishonesty can range from receiving a zero for an assignment/exam to censure from the University.

**Point Distribution and Grades: (Note: Instructor may make adjustments to this point distribution as needed.)**

	<b># of Assignments</b>	<b>Points per Assignment</b>	<b>Total Points</b>
<b>Exams</b>	3	100	300
<b>Quizzes</b>	12	30	360
<b>myITlabAssignments</b>	12	20	240
<b>Participation</b>	1	20	100
<b>Total</b>			

**Grades will be assigned as follows:**

<b>Percentage</b>	<b>Grade</b>
<b>100% through 90%</b>	<b>A</b>
<b>89% through 80%</b>	<b>B</b>
<b>79% through 70%</b>	<b>C</b>
<b>69% through 60%</b>	<b>D</b>
<b>59% or less</b>	<b>F</b>

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