

New Mexico State

COURSE NUMBER AND TITLE: BCIS 502 - Business Information Systems

OFFICE HOURS: WebCT Email, Telephone and By Appointment

FACULTY'S NAME: Richard L. Oliver

TELEPHONE NUMBER: 646-2944

EMAIL ADDRESS: The **Instructor** in WebCT.

COURSE DESCRIPTION: Analysis of how an information system infrastructure supports core business processes, including a managerial view of capabilities, processes, technologies, participants and methodologies. While emphasis is placed on these core topics in the context of Enterprise Resource Planning (ERP) systems, additional readings and projects will be focused on general IT topics. *Open to graduate students only.*

COMMENTS ON WEB-BASED CLASSES: Distance education is a very flexible, time effective and location convenient method of taking a course. However, distance education courses may not be for every student. I have carefully crafted the readings, writing assignments, skill development assignments and assessment activities to maximize your opportunities to succeed. This format of course delivery requires students to work both independently and potentially without any other students in close proximity. Please carefully consider if this is a learning environment in which you will thrive. If you are unsure and have not had success with web-based classes, consider the questionnaire referenced below:

http://ideal-nm.org/?action=portal&page=hied&content=self_evaluation

OFFICE HOURS AND LOCATION: This section of BCS502 is being offered as a distance education course. Therefore, the primary means of contact is through WebCT email. I will be reading and answering WebCT email several times a day. Please only use WebCT email as I will check that much more frequently than my regular email account. If needed, we can use the telephone and/or appointments to meet your needs.

LEARNING OBJECTIVES:

1. Describe the impact of information systems on organizations; describe their structure, processes and knowledge workers.



New Mexico State

2. Describe the elements of a value chain, and explain how core processes relate; identify how the organizational infrastructure supports core business processes.
3. Identify the key technological considerations and infrastructure concerns in information systems implementation; describe the strategic use of technology for information systems.
4. Describe the roles and responsibilities of the key organization players in the information systems arena; describe the tactics, tools, and methodologies available to implement information systems; evaluate the success of the implementation.
5. Describe the concept of ERP, the ERP model and ERP processes; define key terms.
6. Describe how the knowledge management capability of an ERP system can be used to sustain competitive advantage.
7. Describe how to use ERP to communicate effectively with customers and suppliers.

TEXTBOOK:

- Sumner, M., *Enterprise Resource Planning*, Pearson/Prentice-Hall, Upper Saddle River, New Jersey, 07458. ISBN 0-13-140343-5.

HOW YOUR LEARNING WILL BE MEASURED: Your understanding and ability to explain terminology, advanced information systems concepts, behavioral and organizational issues, international, social and ethical issues will be measured in the examination, ERP projects and IT projects.

PERFORMANCE AREAS: The grades will be determined by combining scores in the following **required** activities: ERP & IT Projects and the Examination.

Performance Activities	Case 1
ERP and IT Projects	50%
Examinations	<u>50%</u>
	100%



New Mexico State

TENTATIVE CALENDAR		
Date	Topic/Reading	Deliverables
Thursday, May 28	Syllabus	
Friday, May 29	Read Chapter 1	ITP1
Monday, June 1	Read Chapter 2	ITP2
Wednesday, June 3		ERP1
Friday, June 5	Read Chapter 3	
Monday, June 8	Read Chapter 4	ERP2
Wednesday, June 10		ERP3
Friday, June 12	Read Chapter 5	
Monday, June 15	Read Chapter 6	ERP4
Wednesday, June 17		ERP5
Friday, June 19	Read Chapter 7	
Monday, June 22	Read Chapter 8	ERP6
Wednesday, June 24		ITP3
Friday, June 26	Read Chapter 9	
Monday, June 29	Assigned Readings	ITP4
Wednesday, July 1		ITP5
Friday, July 3	Examination	

ACADEMIC INTEGRITY: *Academic integrity is the pursuit of scholarly activity free from fraud and deception and is an educational objective of this institution. Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabricating of information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. You should refer to page 3 of the Student Code of Conduct for detailed information regarding academic misconduct. (<http://www.nmsu.edu/~vpsa/handbook.html>)*



New Mexico State

INCOMPLETE GRADES: A grade of "I" (Incomplete) will be assigned only in circumstances in agreement with the current NMSU *Undergraduate Catalog*. Incomplete grades are to be given only if a student has passed the first half of the course and is unable to complete the course due to circumstances beyond the student's control. (If the circumstances develop during the first half of the course, the student has the opportunity to drop the class.) Examples of appropriate circumstances are documented illness, documented death or crisis in the student's immediate family and similar circumstances. The catalog states that job related circumstances are generally not appropriate grounds for assigning an "I" grade and that this grade is not to be used to avoid a D, F, or U grade.

S/U GRADES: If you are taking this course under the S/U option, you must earn a "C" or better for an undergraduate and "B" or better for a graduate student to receive a grade of "S."

TEACHING METHODS: Important materials for this course are available in the textbook, course handouts and on the Internet. The student is encouraged to read the assigned materials by the dates indicated on the syllabus. The chapter readings from the textbook will give an excellent overview of the modules and functions of an ERP. The **ERP Projects** include targeted readings and hands-on exercises with one of the major ERP software systems. At the end of the semester, assessment will be done using a written examination. The format of this examination will be described in detail during the semester.

ATTENDANCE POLICY: This course is being offered as a Distance Education course. Therefore, there is no synchronous attendance requirement. Student assignments will be submitted through the WebCT dropboxes as scheduled in the syllabus.

LATE/INCOMPLETE ASSIGNMENT POLICY: Projects can be submitted up to the late submission cutoff (usually a week – see the syllabus) to be accepted with a reduction of the maximum possible points by 20%. Projects not submitted by that time will not be accepted.

MAKE-UP ASSIGNMENT POLICY: No makeup examinations, or projects are planned, but it is important to contact the instructor as soon as possible to discuss your grade computation should you have to miss work for health or family emergency reasons. If you are absent because you are on an official NMSU trip and you are unable to access WebCT, contact the instructor ahead of time or as soon as possible to determine makeup procedures. A University approved excuse will be required for an absence to be excused.

LIBRARY USAGE: Students will use the Internet frequently as an online library.



New Mexico State

COMPUTER RESOURCES:

You will need access to the following computer resources:

- Connection to the University's WebCT server. This can be through a home connection (dialup, DSL, cable modem, etc.) or through computers in the University's computer labs. Go to <https://salsa.nmsu.edu> to connect to the WebCT server. This page also has links that will test your browser for compatibility with WebCT.
- You will need to submit assignments in the format as specified in each project. Most projects require MS Word.

GLOBAL/INTERNATIONAL BUSINESS CONTENT: This course will address many of the technologies that are used to conduct international business. In particular, we will examine the foremost technologies used in international exchange of business information.

ETHICS CONTENT: As appropriate, we will consider ethical issues related to the course content. Information is inherently valuable, and you may well be in professional positions to control access to this resource. I encourage you to consider these ethical issues thoughtfully.

POLITICAL, SOCIAL, LEGAL, REGULATORY, ENVIRONMENTAL AND TECHNOLOGICAL CONTENT: A primary focus of this class is the use of today's technology to implement business systems in a global economy. Therefore, the technology of the Internet will be discussed daily.

ADA STATEMENT: STUDENTS WITH DISABILITIES

If you have (or believe you have) a disability and would benefit from classroom accommodation(s), please contact the Services or Students with Disabilities (SSD) Office located at Garcia Annex [Phone: 646-6840; TTY: 646-1918]. 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 any concerns with the Instructor.

Student Responsibilities:

1. Register with SSD and obtain accommodation documents early in the semester;
2. Deliver the completed accommodation and testing form(s) to the instructor(s) within the first two weeks of beginning of classes (or within one week of the date services are to commence);



New Mexico State

3. Retrieve the signed form(s) from faculty and return to SSD within five (5) days of receipt from faculty and at least one week before any scheduled exam; and,
4. Contact the SSD Office if the services/accommodations requested are not being provided, not meeting your needs, or if additional accommodations are needed. Do not wait until you receive a failing grade. Retroactive accommodations cannot be considered.

Faculty Responsibilities:

1. Sign the *ACCOMMODATION REQUEST FORM* and *TESTING ACCOMMODATION FORM* (when presented), retain a copy, and return the original to the student within five (5) working days of receipt;
2. Contact SSD immediately if there are any questions or disputes regarding accommodation(s), disruptive behavior, etc.; and,
3. Refer the student to SSD for any additional accommodations.

Accommodations:

SSD Office, 646-6840 (Garcia Annex, Rm 102)
Michael Armendariz

Discrimination:

EEO/ADA & Employee Relations, 646-3333 (Hadley Hall, 15)
Elva Telles

All medical information will be treated confidentially.

