

# **MIS 253 - Principles of Information Systems**

## **Creighton University, College of Business Administration**

### **Section N: Tuesday-Thursday, 4:30 – 5:45pm, COBA 110**

### **Fall 2009 Semester**

**Terry Begley MBA, MCSE**  
*DOIT Technology Coordinator for COBA*  
[tbegley@creighton.edu](mailto:tbegley@creighton.edu)  
280-2619 (office) 280-1136 (fax)  
Yahoo IM: terrybegley

### **Course Resources**

We will use two books in class – a textbook and an Access 2007 lab manual. The textbook is *Experiencing MIS* by David M. Kroenke, second edition (ISBN 978-0-13-607873-9) published by Prentice Hall. The lab manual is *Microsoft Access 2007 in Business* by Joseph M. Manzo (ISBN 978-0-13-244755-3) published by Pearson/Prentice Hall.

Our course is online at <http://eden.creighton.edu/mis253n>. Be sure and check the link to *News and Views* for updated class information before every class. We also have a class listserv, called [mis253n@creighton.edu](mailto:mis253n@creighton.edu).

### **Contact Information**

I am a Creighton staff member, and my office is located in BA 112A. I am at work generally from 8:00am to 4:30pm, Monday through Friday. See above for phone and email information. If you send email with attachments, please note that Creighton does not allow emails over ten megabytes in size. When you email, please use a subject line with the words **MIS 253** in the title so I can identify the message in my inbox easier. In the case of Creighton email meltdown, you can reach me at [terry@terrybegley.com](mailto:terry@terrybegley.com).

### **Summary**

The Principles of Information Systems presents an introduction to the fundamental concepts and issues relevant to the successful development, management, and use of organizational Information Systems (IS). The course includes an overview of current and emerging Information Technologies (IT), and covers the support commonly offered by IS for operations, transactions processing, tactical management, and strategic decision-making. The course emphasizes the areas that reflect the future directions of the field, such as artificial intelligence, telecommunications and networking, the Internet, Intranets, CASE (Computer-Assisted Software Engineering) tools, and end-user computing. In addition to class work, there will be outside assignments. Students will also work with the Unix operating system to learn alternative an alternative operating system to those sold by Microsoft. The Creighton mission is to be guided by our Jesuit heritage, we form leaders who promote justice and use their business knowledge to improve the world.

## **Exams**

There will be four exams during the semester. Each exam will cover approximately 25% of the material for the class. Exams are not normally cumulative, however some material will naturally be found in several exams. The exams will consist of true/false, multiple choice, matching and short-answer type questions.

If you are unable to take any of the exams for any reason, make-up exam(s) will be offered on Thursday, December 17<sup>th</sup> starting at 4:30pm. The make-up exams will consist of questions generated automatically from the textbook exam generator. Please note that there will not be any exams given early, nor any other time allotted for make-up exams.

## **Assignments**

To illustrate concepts in class, we will be doing six assignments throughout the semester. These various projects will be assigned during the semester and will involve work outside of class on various topics related to the class.

## **Make-Up and Late Policy**

All assignments that are handed in late will be docked 10% per day that they are late, unless arrangements have been made at least 24 hours before the due date. The term **LATE** refers to all assignments turned in after the class time on the assignment's due date. Please note that I am not responsible for your printer running out of ink, your computer crashing or the labs being closed. Adjustments may be made if there is a major email or network outage as was experienced in October 2002 – check out <http://www.creighton.edu/doit/alerts/itnotices> (DOIT) or our class web page for outage updates.

## **Attendance Policy**

Please note that all students are expected to attend every class session on time.

**Punctuality is expected.** Students are responsible for the material covered each class time, and missed notes should be obtained from another student who was in class. Most handouts will be available on the class website.

In case of severe weather closings and cancellations, call the *Creighton Weather Hotline* at 280-5800 to find out if the University has closed. If the University is still open and I feel that the weather is too severe to hold class, I will announce it via email to our class list and on my office voice mail.

## **Disability Accommodation Requirements**

Students who have a documented disability will be accommodated based on the determination of the University's [Office of Disability Accommodations](#). **All** requests for special accommodations (longer test time, alternate assignments, etc.) **must** come through this office.

## **Class Participation**

This is an arbitrary decision by the instructor based on student participation and attendance.

## **Software for Class use**

COBA is part of the Microsoft Developer Network Academic Alliance (MSDNAA) program and I can make certain software available to you for installation on your personally owned computer at no charge. This software includes Access, Expressions and Groove. Information on how to obtain this software will be provided at a later time.

## **Classroom Monitoring Software**

COBA has acquired licenses for [NetOp School](#) software. This software allows the instructor to remotely monitor and control the student computers at any time, from the podium in the classroom. Be advised that the instructor can view your screen, lock out the keyboard and mouse, and do other commands without student input.

The classroom computers are also equipped with [DeepFreeze](#) software. This software resets each computer back to a “frozen” state when it is rebooted or powered up. Do not save anything on the computer that you can’t afford to lose. FYI: DeepFreeze is also installed in the Wade and Seagate labs.

## **Extra Credit**

Occasionally there are opportunities for extra credit work, such as attending seminars by the Computer Center or a speaker on campus. If an opportunity arises during the semester, I will announce it on our class web page and via email. There is no guarantee that there will be extra credit opportunities. Extra credit is not given to an individual student; it must be available to all students in the class.

## **Classroom Etiquette**

Since we are a large class in a small room, let’s follow these rules:

1. Be punctual. Coming in late disrupts your fellow students. *If you are going to be late for a lab session, do not bother coming to class, as you will not be able to catch up.*
2. Do not leave class early unless it is an emergency.
3. No texting during class.
4. Turn off cell phones, PDAs and pagers. **If your phone or pager goes off in class, you must provide snacks for everyone at the next class meeting.**<sup>1</sup>

---

<sup>1</sup> Due to the nature of his job, the instructor is exempt from this requirement.

## **Grading Opportunities and Grading Scale**

The student is required to take notice of where he or she stands in regards to their performance and attendance in this class. If special needs arise, or there is a problem with the student's attendance, or grade, the student is responsible for contacting the professor to discuss those concerns, in as timely a manner as is reasonable. Students may contact me by any of the methods listed earlier at any time. Email and voicemail are available 24 hours a day. *Failure on the part of the student to proceed under these guidelines, or to violate any rules set out in this syllabus, or in the Student Handbook, including those dealing with academic honesty, may result in a lowering of the student's grade, or a grade of F or AF, at the discretion of the professor.* Also please read the [Policy on Academic Honesty](#).

The following are the grades and their descriptions available to the students. A student's grade totally depends on what he or she has achieved during the course: the grades will be earned, not given.

### **Course Content**

<b>ITEM</b>	<b>Number</b>	<b>Points</b>	<b>TOTAL</b>
Assignments	6	75	450
Exams	4	125	500
Class Participation		50	50
<b>TOTAL</b>			<b>1000</b>

<b>Percentage Grade</b>	<b>Letter</b>
92% - 100%	A
87% - 91.99%	B+
82% - 86.99%	B
77% - 81.99%	C+
70% - 76.99%	C
60% - 69.99%	D
59.99% or less	F
Incomplete	I
Excessive absences	AF
Final Exam Not Taken	IX

"A" indicates not only outstanding achievement but also an unusual degree of intellectual initiative.

"B" indicates attainment of above the average, satisfactory for 500-level courses.

"C" indicates satisfactory but minimum quality work in courses above the 500-level.

"D" indicates failure—no credit.

## Course Timeline *Pre-Break*

CLASS DATE	MATERIAL TO BE COVERED
August 27	Introductions and Administrivia Syllabus and Class Overview
September 1	Chapter One, <i>IS in the Life of Business Professionals</i>
September 3	Chapter Two, <i>Business Processes, Information and Information Systems</i>
September 8	Lab Session One
September 10	Chapter Three, <i>Organizational Strategy, Information Systems and Competitive Advantage</i>
September 15	Chapter Three, <i>continued</i>
<b>September 17</b>	<b>Exam One</b>
September 22	Chapter Four, <i>Hardware and Software</i>
September 24	Chapter Four, <i>continued</i>
September 29	Lab Session Two
October 1	Chapter Five, <i>Database Processing</i>
October 6	Chapter Six, <i>Data Communications</i>
October 8	Chapter Extension Ten, <i>How the Internet Works</i>
October 13	Chapter Six and Chapter Extension Ten, <i>continued</i>
<b>October 15</b>	<b>Exam Two</b>
<b>October 20-22</b>	<b>FALL BREAK</b>

## Course Timeline *Post-Break*

October 27	Chapter Seven, <i>Business Process Management</i>
October 29	Chapter Eight, <i>E-Commerce and Web 2.0</i>
November 3	Lab Session Three, <i>Part One</i>
November 5	Lab Session Three, <i>Part Two</i>
November 10	Chapter Nine, <i>Business Intelligence and Information Systems for Decision Making</i>
November 12	Chapter Nine, <i>continued</i>
<b>November 17</b>	<b>Exam Three</b>
November 19	Chapter Ten, <i>Information Systems Development</i>
November 24	Chapter Extension Eighteen, <i>Systems Development for Small Businesses</i> Chapter Extension Nineteen, <i>Systems Development Project Management</i>
November 26	Thanksgiving break; no class meeting
December 1	Chapter Eleven, <i>Information Systems Management</i>
December 3	Chapter Extension Twenty, <i>Outsourcing</i> Chapter Extension Twenty One, <i>Financing and Accounting for IT Projects</i>
December 8	Chapter 12, <i>Information Security Management</i>
December 10	Chapter 12, <i>continued</i>
<b>December 15</b>	<b>Exam Four</b>
December 17	Exam One, Exam Two or Exam Three <b>MAKE-UP IF NEEDED</b>