

CIS243-On Demand Section Only

Principles of Management Information Systems Course Syllabus

Dr. J. Kirk Atkinson

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Course Website: <https://blackboard.wku.edu>

Office Hours

By Appointment Only due to the nature of the course delivery

*I typically respond to email within 48 hours, Monday-Friday. I do NOT guarantee a response to emails over the weekend (Friday 5 PM – Monday 8 AM).

COURSE OBJECTIVES

This course is designed to provide students of any discipline with a working knowledge of information systems. Because this course is required for all majors within the Gordon Ford College of Business, it is focused toward this audience. Prior coursework assumed is CIS141, CS145, or other approved equivalents from other institutions.

Upon completion of this course:

1. The student should be familiar with the following topics:
 - a. Basic computer technology
 - b. Database Systems, Data Warehouses, and Data Marts
 - c. Personal, Legal, Ethical, and Organizational issues of Information Systems
 - d. Protecting Informational resources
 - e. The Internet, Intranet, and Extranet
 - f. E-Commerce
 - g. Global Information Systems
 - h. Enterprise Systems
 - i. Management Support Systems
 - j. Intelligent Information Systems
2. The student should be able to apply fundamental spreadsheet skills to business scenarios using Excel 2013.
3. The student should be able to apply basic database skills to business scenarios using Access 2013.

MODE OF INSTRUCTION

This course is delivered as a WKU-OnDemand® online course. Regular class meetings are not required. Because this class contains a significant number of online assignments, it will be necessary for students to have access to reliable Internet connections and Microsoft Office 2013. The online portion of the class is available at the following website: [Blackboard course site](https://blackboard.wku.edu/) (<https://blackboard.wku.edu/>).

It is preferred that students maintain their own computing environment and using a Windowsbased personal computer if possible.

COURSE MATERIALS

Required Text:

To purchase the package, book and SamProjects

- ★ CIS 243 Text + SamProjects Access code Fall 2014
Author Cengage
ISBN: 9781305520943
- ★ Textbook Only
Mis 4
Author Bidgoli
ISBN: 9781133589303 OR
- ★ *SAM Projects
Sam 2013 Projects V1.0 Printed Access Card, 1 St Edition
Author Cengage
ISBN: 9781285458533

Recommended if you wish to purchase one product only

Note – If you took CIS 141 and used SAM 2013 then you do not need to purchase SAM again.

Other Requirements/ ★ Regular access to a computer with high-speed Internet

recommendations: ★ WKU email and Bb accounts

- ★ Access to Microsoft Office 2013 (Excel & Access)
- ★ USB Storage Device or understanding or cloud-based storage

ASSURANCE OF LEARNING

Critical Thinking - Students will demonstrate the ability to solve problems through critical, reflective, and integrative thinking. Specifically they should be able to: (1) identify various approaches to defining business problems, (2) recognize the impact of various influences on potential solutions to business problems, (3) identify alternative solutions to business problems,

WESTERN KENTUCKY UNIVERSITY Gordon
Ford College of Business

recognizing the impact on a variety of stakeholders and (4) demonstrate the ability to make sound decisions based on evaluating the pros and cons and then selecting an alternative and documenting the rationale for selection.

Student Use of Technology - Students will demonstrate the ability to strategically employ information technology. Competency in current technology encompasses the ability to use information technology when undertaking business decisions. The specific skills include: (1) navigating the Internet for educational research purposes and communicating findings, (2) collecting and analyzing data using spreadsheets, (3) understanding the purpose and design of a database, and (4) conceptualizing topics related to the course and presenting findings to the class.

GRADING AND EVALUATION PROCEDURES

<u>Course Deliverables</u>	<u>Number</u>	<u>Points Each</u>	<u>Total Points</u>	<u>Grading Scale</u>
<u>Syllabus Quiz</u>	1	0*	0	A: 900-1000 B: 800-899 C: 700-799 D: 600-699 F: 0-599 <i>(Grades will NOT be rounded and extra credit is not guaranteed.)</i>
<u>Concepts</u>				
Video Lectures + Text				
Concept Quizzes	10	20	200	
<u>Spreadsheet/Database</u> (SamProjects)				
Excel Projects	10	50	500	
Access Projects	1	100	100	
<u>Exams</u>				
Midterm Exam (Units 1-5)	1	100	100	
Final Exam (Proctored)				
Concepts (Units 6-10)	1	50	50	
Spreadsheet	1	50	50	
Total:			1000	

*The adaptive release function will not allow you to continue with this course until you complete the syllabus quiz

Course Deliverables

Syllabus Quiz: A syllabus quiz will be available and will be worth 0 points. The quiz may be taken as many times as necessary to achieve 100%. **Please note that the syllabus quiz is mandatory and the only method of opening the balance of your Bb site for use.**

Concepts & Projects:

Learning Units:

WESTERN KENTUCKY UNIVERSITY Gordon Ford College of Business

Readings and videos: The conceptual material for this course is covered through a combination of instructor-led e-lectures, and assigned readings covered in the textbook.

Concept Quizzes: A quiz will be administered on Blackboard for each unit; so it will be important to read the chapters, view all posted electronic materials, taking notes as necessary. Each quiz may be taken up to 5 times.

Spreadsheet and Database Projects: A new SAM Projects access code is required in order to complete the spreadsheet (10) and database (1) projects. Five attempts are allowed per project. Skills videos are provided. Please perform your own due diligence so that you ask your instructor to respond to only informed questions (where the student has already attempted to resolve their own issue exhausting all resources already provided).

Exams

Two exams will be given this semester, a **midterm** and a **final**. Details for both exams will be discussed on Blackboard. Each exam will contain conceptual materials from the learning units. In addition, the Final Exam will also include an assessment of Excel skills. Both exams must be taken in accordance with WKU OnDemand guidelines at an approved proctored testing location. Information for available sites and scheduling procedures will be provided on Bb.

DUE DATES AND ASSIGNMENT AVAILABILITY

There are no specific due dates other than the one established in the WKU OnDemand contract for completion of the course.

ATTENDANCE POLICIES

Class attendance is not required as this is an online course with the exception of the two exams.

ACADEMIC HONESTY

Personal integrity is expected in this course. No form of academic dishonesty (cheating, copying assignments, plagiarism, forgery, etc.) will be tolerated. The first offense will result in an F for the course, there are no second chances.

MILITARY STUDENT SERVICES

A Veterans Resource Center is located on main campus in Tate Page Hall room 410; this office provides assistance to active military, veterans, and their dependents. Stop by, call, or email them today to find out if you are eligible for free textbooks through the Textbooks for Troops

CIS243- OnDemand

Dr. Atkinson

Page | 4

WESTERN KENTUCKY UNIVERSITY Gordon
Ford College of Business

program. Visit [WKU Veterans Free textbooks](http://www.wku.edu/veterans) (<http://www.wku.edu/veterans>) to discover more programs and services uniquely tailored to our WKU military and their family members.

SPECIAL ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

In compliance with university policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Office for Student Disability Services in Downing University Center, A-200. The phone number is 270-745-5004. Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

Each student must have a WKU email address and a Bb account for class participation. Email and Bb are considered official communication tools of this class. Thus, announcements and reminders are posted/sent frequently and will be sent only to official WKU email addresses. If you use a different email package at home, please ensure that your WKU email is forwarded correctly. It is your responsibility to check WKU email and Bb regularly and to be aware of all class reminders and announcements.

ADDITIONAL COURSE POLICIES

1. The professor reserves the right to make changes to the syllabus as necessary; it is your responsibility to be aware of these changes but your professor will use the Bb Announcements for official notification.
2. Incompletes and deadline extensions will **not** be allowed in this course except in rare medical emergencies.
3. Problems with Bb should immediately be reported to Information Technology Services at (270)745-7000.

SUGGESTED COURSE SCHEDULE:

Suggested timeline if you would like to complete within one semester:

Week	Assignments
Week 1	Unit 1 - Chapter 1, SamProject Case 1
Week 2	Unit 2 - Chapter 3, SamProject Case 2
Week 3	Unit 3 - Chapter 4, SamProject Case 3
Week 4	Unit 4 - Chapter 5, SamProject Case 4
Week 5	Unit 5 - Chapter 7, SamProject Case 5
Week 6	Midterm Exam
Week 7	Unit 6 - Chapter 8, SamProject Case 6
Week 8	Unit 7 - Chapter 9, SamProject Case 7

**WESTERN KENTUCKY UNIVERSITY Gordon
Ford College of Business**

Week 9	Unit 8 - Chapter 11, SamProject Case 8
Week 10	Unit 9 - Chapter 12, SamProject Case 9
Week 11	Unit 10 - Chapter 13
Week 12	SamProject Case 10
Week 13	SamProject Access Database Case
Week 14	Final Exam

Suggested timeline if you would like to complete within 7 weeks:

Week	Assignments
Week 1	Unit 1 - Chapter 1, Unit 2 - Chapter 3, SamProject Cases 1 & 2
Week 2	Unit 3 - Chapter 4, Unit 4 - Chapter 5, SamProjects Case 3 & 4
Week 3	Unit 5 - Chapter 7, Midterm Exam , SamProject Case 5
Week 4	Unit 6 - Chapter 8, Unit 7 - Chapter 9, SamProject Cases 6 & 7
Week 5	Unit 8 - Chapter 11, Unit 9 - Chapter 12, SamProject Cases 8 & 9
Week 6	Unit 10 - Chapter 13, SamProject Cases 10 & Access Database Case
Week 7	Final Exam