

MGIS 3310 section 03
Principles of MIS
TuTh 11-12:20 pm, SHB 342

Instructor: Kamphol Wipawayangkool, Ph.D.
E-mail: kamphol@shsu.edu
Office: SHB 236T
Office Hours: TuTh 3:30-5 PM
Phone: 936-294-4049

Course Description: This course is designed to be an introduction to the management and use of information systems in organizations. Material presented is selected to increase the student's literacy in this rapidly changing field, including commonly used acronyms and emerging technologies. Organizational applications of information systems will be discussed for all functional areas of the firm. Prerequisites: Passing score on College of Business Administration administered computer competency exam or GBA 180, CS 133 or CS 143.

Learning Outcomes: The students are expected to:

- Understand the role and the use of information systems in organizations.
- Understand fundamental computer technology concepts including digital processing, computer hardware and software, databases, telecommunications and networks, the Internet, decision support systems and data mining, and systems development life cycle.
- Become more effective end users of information systems.

Course Requirements:

Quizzes	10%
Assignments	40%
Exams (3)	50%
TOTAL	100%

A = 90% and above
B = 80% - 89%
C = 70% - 79%
D = 60% - 69%
F = 0% - 59%

Attendance: Attendance is considered mandatory. You are responsible for the materials you miss. Quizzes and in-class activities will be given throughout the semester. **If you miss a quiz or an in-class activity, there will be no make-ups—no exceptions.** Nevertheless, you should contact your classmates or your instructor to receive a copy of the work.

Assignments: All assignment instructions will be provided in class and/or posted online according to the course schedule. **Homework must be submitted by midnight on the due date. Points will be deducted for late submissions.**

Examinations: Exams will be closed book/notes. **If you miss an exam without a valid excuse, your grade in that exam will be zero. You will be eligible for a make-up test, ONLY IF you have informed the instructor in advance, or with a valid excuse (i.e. illness, car accidents, death in the family, and participation in University sponsored events). Proper documentation is expected.** If you are caught sending text messages, accessing e-mail or the Internet, or talking on your cell phone or to another individual, etc., you will receive zero for that exam.

Tentative Course Schedule

Date	Topic/Quiz/Assignment Due
8/24	Syllabus, IS in Business & Digital Basics
8/29	Hardware
8/31	Hardware, Q1 (2%)
9/5	Software, Q2 (1%)
9/7	Database, Q3 (1%)
9/12	Database, In-class Assignment 1.1: Microsoft Access (4%)
9/14	Database, In-class Assignment 1.2: Microsoft Access (3%)
9/19	Database, In-class Assignment 1.3: Microsoft Access (3%)
9/21	Telecommunications and Networks
9/26	Telecommunications and Networks
9/28	Telecommunications and Networks, Q4 (1%)
10/3	Review
10/5	Exam 1 (20%)
10/10	The Internet, Discuss Assignment 2 (Web site)
10/12	The Internet
10/17	The Internet
10/19	The Internet, Q5 (2%)
10/24	Decision Support Systems & Data Mining, Q6 (1%), DUE: Assignment 2: Website (5%)
10/26	Decision Support Systems & Data Mining, In-class Assignment 3: Data Mining (5%)
10/31	Decision Support Systems & Data Mining, Q7 (2%), In-class Assignment 4: SAP (5%)
11/2	Systems Development Life Cycle
11/7	Review
11/9	Exam 2 (20%)
11/14	Microsoft Excel
11/16	In-class Assignment 5.1: Microsoft Excel (5%)
11/21	Microsoft Excel
11/23	<i>Thanksgiving</i>
12/28	In-class Assignment 5.2: Microsoft Excel (5%)
12/30	In-class Assignment 5.3: Microsoft Excel (5%)
12/7, 12-2 pm	Exam 3 (Hands-on Excel) (10%)

Syllabus Changes: The instructor reserves the right to make changes to the syllabus as necessary;

***** Students are responsible to be aware of changes announced in class, email, and/or via the Internet. *****

OTHER

- Students are responsible for abiding by all published University rules and regulations as printed in the *Undergraduate Catalogue*, *Student Guidelines*, and in other official University publications. You may find online a more detailed description of the following policies. These guidelines will also provide you with a link to the specific university policy or procedure: <http://www.shsu.edu/syllabus/>
- Academic Dishonesty:** All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials. For a complete listing of the university policy, see: <http://www.shsu.edu/administrative/faculty/sectionb.html#dishonesty>
- Student Absences on Religious Holy Days:** Students are allowed to miss class and other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Students remain responsible for all work. See: http://www.shsu.edu/~vaf_www/aps/documents/861001.pdf
- Students with Disabilities Policy:** It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Any student with a disability that affects his/her academic performance should contact the Office of Services for Students with Disabilities in the SHSU Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786) to request accommodations.