

MANAGEMENT INFORMATION SYSTEMS
MGIS 3310

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COURSE DESCRIPTION:

This course is designed to be an introduction to the 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. Specific topics to be covered include: What are Information Systems?; Hardware; Software; The Internet and World Wide Web; Telecommunications and Networks; Database Systems; E-Commerce; Systems Development; ERP/SAP, and Societal and Ethical Issues in Computer Systems. Prerequisites: Computer Literacy

COURSE OBJECTIVE:

1. Understand basic computer technology concepts.
2. Understand the development and use of information systems in organizations.
3. Propose and participate in developing information systems solutions to business problems.
4. Be a more effective end user of information systems for business operations and decision making.

NO TEXT

Internet Resources

GRADING CRITERIA:

Homework/Quizzes	19%
Exam I	27%
Exam II	27%
Exam III (Not Comprehensive)	27%

MGIS 3310-06 Final is Wednesday, 12/6, 12pm – 2pm

COURSE GRADE:

A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

TENTATIVE COURSE OUTLINE:

Topics	
I. Internet/Web Development	
II. Foundation Concepts - Introduction to Information Systems	
III. Information Technologies - Hardware	
TEST 1 – Internet Lecture, Intro. IS Lectures, Hardware, Excel	
IV. Information Technologies - Software	
V. Information Technologies – Telecommunications/Networks	
TEST 2 – Software, Networks, Excel	
VI. Information Technologies - Database Systems	
VII. Business Applications - E-Business/E-Commerce/ERP	
VIII. Development Processes - Systems Analysis & Design	
TEST 3 – DB, EB, EC, SAD, Access, SAP	

- **Applications**
Excel 2016, Access 2016, SAP

Definition of Critical Thinking:

Critical Thinking is an active, comprehensive exploration process for formulating opinions, drawing conclusions, and making decisions. Critical Thinkers use evidence and logic to form and evaluate theories. The Critical Thinking Process involves asking pertinent questions, gathering relevant evidence, evaluating assertions based on the facts, and drawing reasoned conclusions. Critical Thinking is an ongoing process where beliefs and assumptions are continually assessed and revised in light of new evidence.

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>

- **Classroom Rules of Conduct:** Students are expected to assist in maintaining a classroom environment that is conducive to learning. Students are to treat faculty and students with respect. Students are to turn off all cell phones while in the classroom. Under no circumstances are cell phones or any electronic devices to be used or seen during times of examination.
- Make-up exams will be given at my discretion depending on the related circumstances. You must notify me **in advance** of the exam which is missed. If you miss an exam due to illness you must have a **documented** medical excuse from the doctor or infirmary.
- Tests begin at the start of class and are over when the instructor says it's over. Once someone turns in their exam, you will not be allowed to take that exam (show up on time).
- Homework is due on the due date at the beginning of class (not the middle and not the end of class). No homework will be accepted late (no excuses). You are allowed two homework/quiz drop grades.
- Regular attendance is expected. After roll has been called, students are responsible for notifying the professor of their late arrival to avoid incurring an absence. Whether the tardiness is excused is at the discretion of the professor. The instructor retains the option to penalize excessive absences (4+) by a reduction in grade points. If you have four or more absences, your final average will be reduced by one percentage point for each absence over three, unless there are extenuating circumstances as determined by the instructor. A student who leaves prior to the end of class will be counted as absent, unless excused by the professor.
- **No extra credit will be given.**
- **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.

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. Students with disabilities that might affect their academic performance should visit with the

Office of Services for Students with Disabilities located in the Counseling Center.
http://www.shsu.edu/~vaf_www/aps/811006.html

- **Complete the “Who are You?”** under assignments.