

Minot State University  
Business Information Technology Department



**Course Syllabus: BIT 320 Management Information Systems  
Web Based Course via WebCT - Fall 2006  
Dr. Thomas J. Seymour, Professor**

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**Office Hours:** Call 701-858-3307 at anytime and leave a message and you will receive a return telephone call. If you are calling during normal university hours you can call 800-777-0750 and ask for me and again leave a message to receive a return telephone call.

## **BIT Department Mission Statement:**

Students enrolled in Business Teacher Education, Management Information Systems, Applied Business Information Technology, Virtual Business engage in learning opportunities focused on developing technical competence, global perspective, communications skills, and professional and human relationship skills. Course work emphasizes situational analysis, critical thinking, creativity, and application as such skills are applied in a reflective decision making process. Courses are built around the ARK model, whereby students practice decision-making through Action, Reflection, and Knowledge.

## **Student Learning Outcomes**

1. Discuss the people, hardware, software, network, and data components of an organization's information system.
2. Demonstrate an understanding of the relationship of information systems to corporate planning and strategy and concepts relating information technology to comparative advantage and productivity.
3. Discuss issues surrounding ethics, security, and global management as they relate to management information systems.
4. Synthesize and apply principles to compete in an economy based on information exchange.
5. Describe if and how systems provide information to management that is relevant, reliable, timely, and readily accessible.
6. Demonstrate knowledge of business subjects such as accounting, computer and information systems, keyboarding,

business communications, and current hardware/software applications.

**Course Prerequisite(s):** Basic knowledge of World Wide Web, basic skills with the Microsoft products -- Word, PowerPoint, Excel and BADM 301 Fundamentals of Management

**Course Description:** This course is designed to introduce issues relevant to management information systems and to assist in preparing students to become managers of business information systems. Students are exposed to methods for acquiring, organizing, monitoring, and controlling information systems resources and addressing management problems using computerized information systems.

**Required textbook(s):** MSU Bookstore - 800-777-0750

Course Textbook Fall, 2006. TEXTBOOK:

- Laudon, Kenneth and Laudon, Jane. *Essentials of Management Information Systems (Managing the Digital Firm)*, 2005, 6th Edition, Pearson Education, Inc., Upper Saddle River, New Jersey, 07458, (ISBN 0-13-145144-8).
- Other Supplemental Texts - None

**Required software and equipment:** The student will need the equipment and software as designated by the Extended Learning division.

**Course Objectives:** Students are expected to have the following outcomes after successfully completing this course:

- converse easily about the people, hardware, software, network, and data components of an organization's information system,
- comprehend the ways information systems support operational and strategic business activities,
- create a management information systems resource Web site,
- make recommendation's about ways to improve an organization's information systems so they will add value to the organization's product or service and enhance the organization's efficiency, and
- use the Internet and online databases as resources for academic and business communications and research, and use charts and presentation software to communicate ideas effectively.

## **Course Assessment Requirements:**

This is a Web based course using asynchronous and synchronous communication for the delivery of course material. Students are expected to participate in all elements of the course. Students are expected to review all WebCT course materials and are responsible for all material developed and/or assigned.

Asynchronous communications (i.e., Discussion Boards) will be posted for each week's block of instruction. Students are expected to respond to the posting through a reply to the posting or by initiating an original posting to the topic. Students will only be graded for their

participation during the week of the scheduled instruction.

Synchronous communications (i.e., Chat Room) will occur during this class. Students will use the Virtual Chat Room of the WebCT Web site to participate in a discussion.

This session is designed to clarify course material and class expectations.

WebCT assignments must be submitted weekly and will meet the assignment due dates as listed below.

### **Preparation for class:**

Students are responsible for the material in the textbook, online course material, and the assigned supplementary material. This course encompasses the entire spectrum of management information systems. This is not an easy course; there are 15 Chapters, 592 pages, extensive home assignments, and 2 examinations to be covered in 15 weeks. This includes many new, complex concepts and learning the concepts of doing business online that are totally different from your life experiences.

### **Assignments:**

All assignments (homework, projects, etc.) are to be posted to the WebCT Drop Box by 7:00 pm CDT of the due date. Late work will not be accepted or graded.

### **Requirements for Written Assignments:**

All of the written assignments are required to be

submitted via the WebCT shell to qualify for acceptance. All work must be original and done specifically for this class. The final Web site must be based on your business with a written plan. Each of the written assignments should be at least five to six lines in length (no less) double spaced and cover the material as presented in the textbook. The assignments are outlined in the WebCT shell. They are due no later than the week they are given and no earlier than the week they are given as well. Grammar is very important as well as structure. By this point in your college career, none of us should have a lot of problem with this. Deductions may be taken for poor grammar, syntax, structure, as well as, principle gaps. Please make sure that all assignments are presentable in a business situation. Make believe that I am the president of your company and the reports are meant to be used in our business. Also do not forget to document any outside sources you may want to use and include them in the works cited page of your work. Please make sure that for each business project you do, you include outside sources for it! Finally, the work must be done, by the student, on a computer. This class requires a great deal of unsupervised, independent work.

## **Examinations:**

There will be a mid-term and final examination. Should either the mid-term or final exam be missed the student must contact the instructor within 24 hours (before or after) the scheduled missed examination - no exceptions.

Exams will be administered via WebCT during a specific time period.

## **Workload:**

Since this course is Web-based, much of the responsibility for adhering to the course schedule remains with the student. Should you have questions or concerns you will need to contact me. The preferred method of contact is via WebCT e-mail as this provides both the student and the instructor with a documented audit trail. Please e-mail me at anytime or call 1-800-777-0750 during office hours at Minot State University.

## **Academic Honesty:**

Academic honesty is the foundation of the university community. The students are to abide by and be subject to the penalties of the university Academic Integrity policy that is described in the MSU undergraduate catalog. For this course, plagiarism or cheating on course assignments, tests, etc. will result in automatic failure (final course grade will be an "F").

## **ADA Accommodation Statement**

In coordination with the Disability Support Service, reasonable accommodations will be provided for qualified students with disabilities (LD, Orthopedic, Hearing, Visual, Speech, Psychological, ADD/ADHD, Health Related & Other). Please contact the instructor during the first week of class to make

arrangements. Accommodations and alternative format print materials (large print, audio, disk or Braille) are available through the Disability Support Service, located in the basement of Lura Manor, phone number 701-858-3371 or [evelyn.klimpel@minotstateu.edu](mailto:evelyn.klimpel@minotstateu.edu).

Minot State University does not discriminate on the basis of sex, religion, creed, national origin, race, age, disability, or any other basis prohibited by law. If you believe you have been discriminated against unlawfully, please bring this matter to the attention of your instructor or the MSU's Human Resource Office at 701-858-3352.

### **The Detailed Assignments are in the WebCT Shell - Course Contents or the Assignment Drop Box area:**

Week 1 -- Read Chapter One

Managing the Digital Firm

Homework: Case Study Questions 1-5, Page 39 (20 points) and Discussion Questions 1-2, Page 35 (10 points)

Bulletin area Discussion on Homework Assignments – (20 points)

**Due – August 29, 2006 7:00pm**

Week 2 -- Read Chapter Two

Information Systems in the Enterprise

Homework: Case Study Questions 1-5, Page 73 (20 points) and Discussion Questions 1-2, Page 70 (10 points)

**Due – September 5, 2006 7:00pm**

Week 3 -- Read Chapter Three

Information Systems, Organizations, Management, and Strategy

Homework: Case Study Questions 1-4, Page 113 (20 points) and Discussion Questions 1-2, Page 109 (10 points)  
Bulletin area Discussion on Homework Assignments – (20 points)  
**Due – September 12, 2006 7:00pm**

Week 4 -- Read Chapter Four

The Digital Firm: Electronic Business and Electronic Commerce  
Homework: Case Study Questions 1-4, Page 149 (20 points) and Discussion Questions 1-2, Page 144 (10 points)  
**Due – September 19, 2006 7:00pm**

Week 5 -- Read Chapter Five

Ethical and Social Issues in the Digital Firm  
Homework: Case Study Questions 1-5, Page 187 (20 points) and Discussion Questions 1-2, Page 182 (10 points)  
Bulletin area Discussion on Homework Assignments – (20 points)  
**Due – September 26, 2006 7:00pm**

Week 6 -- Read Chapter Six

Hardware and Software in the Enterprise  
Homework: Case Study Questions 1-3, Page 187 (20 points) and Discussion Questions 1-2, Page 228 (10 points)  
**Due – October 3, 2006 7:00pm**

Week 7 -- Read Chapter Seven

Managing Data Resources  
Homework: Case Study Questions 1-4, Page 263 (20 points) and Discussion Questions 1-2, Page 258 (10 points)  
Bulletin area Discussion on Homework Assignments – (20 points)  
**Due – October 10, 2006 7:00pm**

## Week 8 – Read Chapter Eight

Telecommunications, Networks, and Wireless Computing

Homework: Case Study Questions 1-4, Page 295 (20 points) and Discussion Questions 1-2, Page 290 (10 points)

**Due – October 17, 2006 7:00pm**

### **Short Paper (150 points):**

You will be assigned to prepare a brief opinion paper on a technology issue of your choice. Your paper needs to be at least 5 pages (double-spaced). The issue can be selected from a list of current issues that will be provided early in the semester or you can choose a related issue with the instructor's permission. You will need to do some research for background either on the internet or the library, but the paper is designed to be an opinion paper like you would see on a newspaper Op-Ed page. It should explain the pros and cons of a particular issue and make an argument for a specific opinion about the issue. You will be graded on the quality of your argument as well as the quality of your writing. The instructor is willing to discuss the paper assignment in office hours or review drafts and make suggestions.

### **Mid-Term examination -- Due October 17, 2006 7:00pm**

## Week 9 – Read Chapter Nine

The Internet: Information Technology Infrastructure

Homework: Case Study Questions 1-5, Page 326 (20 points) and Discussion Questions 1-2, Page 323 (10 points)

Bulletin area Discussion on Homework Assignments – (20 points)  
**Due – October 24, 2006 7:00pm**

Week 10 -- Read Chapter Ten

Enterprise Applications and Business Process Integration

Homework: Case Study Questions 1-4, Page 369 (20 points) and  
Discussion Questions 1-2, Page 364 (10 points)

**Due – October 31, 2006 7:00pm**

Week 11 -- Read Chapters Eleven and Twelve

Managing Knowledge in the Digital Firm

Enhancing Management Decision Making

Homework: Case Study Questions 1-4, Page 411 (20 points) and  
Discussion Questions 1-2, Page 436 (20 points)

Bulletin area Discussion on Homework Assignments – (20 points)

**Due – November 7, 2006 7:00pm**

Week 12 -- Read Chapter Thirteen

Redesigning the Organization with Information Systems

Homework: Case Study Questions 1-4, Page 483 (20 points) and  
Discussion Questions 1-2, Page 479 (20 points)

**Due – November 14, 2006 7:00pm**

Week 13 -- Read Chapter Fourteen

Understanding the Business Value of Systems and Managing  
Change

Homework: Case Study Questions 1-5, Page 519 (20 points) and  
Discussion Questions 1-2, Page 515 (10 points)

Bulletin area Discussion on Homework Assignments – (20 points)

**Due – November 21, 2006 7:00pm**

## Week 14 -- Read Chapter Fifteen

### Information System Security and Control

Homework: Case Study Questions 1-4, Page 187 (20 points) and Discussion Questions 1-2, Page 555 (10 points)

**Due – November 28, 2006 7:00pm**

Week 15 – Final Project Completion – MIS Resource Web site (100 points)

Completion of your Final Assignments

**Due – December 5, 2006 7:00 pm**

**Final Examination (200 points) -- Due December 12, 2006 7:00pm**

## Performance Evaluation - Grading:

Organizations require their Technology employees to demonstrate various competencies. This course provides you with the opportunity to acquire these outcomes through a variety of assignments. Performance will be based on a combination of class participation, homework, and examinations. Details of these assignments are provided in the Course Contents area on WebCT site. The following point information provides an overview for the various planned performance evaluations.

## Performance or Grading Criteria:

<b>Evaluation</b>	<b>Points</b>	<b>Grade Conversion</b>
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Homework Assignments	440	A - 90-100%
Participation/Discussion	140	B - 80-89%
Mid-Term Examination	200	C - 70-79%
Final Examination	200	D - 60-69%
Short Paper and Web Site	250	F - <60%
Total Points	1230	A=1107 point

## NOTICE:

The instructor reserves the right to change any of the above items at any time during the course. The instructor particularly reserves the right to alter the grading structure to address any unforeseen circumstances, which might render it inappropriate. The course schedule covers some material from every chapter in the textbook. **Go to the Pearson textbook resource materials Web site --- <http://www.prenhall.com/laudon> and the WebCT home page Contents Area to view the detailed course material.**

