

IDS 200: Introduction to Management Information Systems
CALL# 24418
Class room: BSB250
MWF, 12-12:50 AM
Office hours: 11-12 M & W, and by appointment

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Dr. Richard Potter
Office: UH 2400
Telephone: 996-5360
rpotter@uic.edu

10 lab sections are also available for this class. Each meets at a different time for one hour per week. Please enroll in the one section that best fits your schedule.

COURSE CONTENT AND OBJECTIVES:

This course assumes that the student has had some basic experiences with business and organizations, but little experience or formal training with computer-based information systems. Undoubtedly, some students have greater familiarity with information systems and computers than others do, but the course is designed to give everyone a basic and useful understanding of four main areas:

- 1) How information technologies operate—what goes on inside the “box” and how the “boxes” communicate with each other
- 2) How information technologies are shaped into systems that support and give competitive advantage to organizations at the operational, management, and strategic levels
- 3) Ethical and legal, personal and consumer challenges and opportunities that confront us now and in the future
- 4) Personal/professional productivity software, namely the Microsoft Office Software Suite

To achieve this understanding, we will venture into technological areas, such as computer science, management areas such as human behavior, organizational theory, and strategy, and legal and ethical areas as well. Please note that the lecture portion of the course addresses areas 1 through 3; area 4, productivity software training, will be addressed in your lab sessions.

LAB SESSIONS:

In order to support the learning of computer technology there will be a modest amount of introductory level instruction in personal/professional productivity tools—word processor, spreadsheet, database, and graphics. Lab sections have been set up to provide you with a hands-on learning approach supervised by individuals who are knowledgeable in each of the software tools. Each student is required to register for and attend one of the lab sections. Students may only attend the section sessions for which they are registered. The material presented in the lab sessions covers aspects of the software tools that you will find useful in your future academic, personal, and professional lives. You will be tested on the skills you have learned in the lab every few weeks, as noted in the schedule portion of this syllabus.

STUDENT RESPONSIBILITY:

Each student bears the primary responsibility for his or her own education. While the professor provides the knowledge of the day, the real work of education is done by the student’s motivation to understand. This course presents a great deal of information, both theoretical and practical, yet given the time constraints and the vastness of subject, we can only gain only the most basic understanding of most areas. A second difficulty is that information technologies change constantly and rapidly. All students will be challenged to retain the material well enough to achieve their goals—the grade they want in this course. The motivated students will not only retain the material, but also understand it well enough so it will serve them long after the course is over and the technologies of today have been replaced. In short, getting the most out of this class should not just mean the attainment of a short-term academic goal, but should also mean creating the foundation for lifetime understanding of an increasingly technology-intensive world.

COURSE MATERIALS:

The required texts for this course are:

- 1) Introduction to Information Systems, by Rainer, Turban and Potter, published by Wiley & Sons. ISBN # 13 978-0-471-73636-3
- 2) Microsoft Office 2003, The Exploring Series, Volume 1, by Grauer and Barber, published by Prentice Hall.

GRADING:

The complete work for the course equal 100 percent. These are divided among the two midterm exams, the final exam, and the lab assignment and exams, and CD assignments, according to the following percentages:

		Midterm 1	= 20%	Assignments (2 @ 5%) = 10%
Lab test 1	= 15%	Midterm 2	= 20%	
Lab test 2	= 15%	Final exam	= 20%	

Please note that the three exams given in class will cover material presented in lectures (including videos) and all material in the Turban, Rainer, and Potter textbook. These exams will not include material from your lab sessions. The two lab exams will cover material presented in lab and covered by the lab textbook.

The letter grade you receive is based on your percentage grade, using the following scale:

A = 90-100% B = 80-89 % C = 70-79 % D = 60-69% E > 60%

The professor reserves the right to adjust the cutoff points of the letter grading scale at the end of the class (i.e., after final exam and all other grades are in) if deemed necessary to accurately capture relative performance in the class. Extra credit points may become available during the semester to those students who participate in faculty research, not to exceed two percentage points of the total grade.

Your grade will be reduced by one letter grade if you miss 50 percent or more of the lab sessions, and you will receive a failing grade if you miss 80 percent or more of the lab sessions. Attendance at the lab will be determined by attendance lists, which will be passed at random times during the lab session. Lab instructors have the right to demand students show identification; students refusing to do so will be considered absent. Please note that the lab sessions begin in the FIRST week of the semester. ID is also required to take all examinations.

No makeup exams, lab tests, or homework will be available without proof of extreme hardship. The final exam cannot be rescheduled to accommodate travel plans. It is your responsibility to take all tests and exams when they are scheduled. The College of Business is very strict on honesty. All the work in this course is individual, not team work. Cheating or copying will result in a grade of zero for the test and the case will be referred to the College of Business for review and possible disciplinary action. In the case of proven copying during an examination, all the participating parties will be treated equally, and there will be no distinction between the source and the one who copied.

COURSE SCHEDULE

<u>Week</u>	<u>Date</u>	<u>Topic</u>	<u>Text</u>	<u>Lab Topic</u>
1	1/17-19	IT Concepts	Ch. 1	Intro
2	1/22-1/26	Digital Business I	Ch. 2	Word I
3	1/29-2/2	Digital Business II	Ch. 2	Word II
4	2/5-2/9	Computing Hardware	TG 1	Word III
5	2/12-2/16	Business Software	TG 2	Excel I
6	2/19	-----Mid Term 1-----		
6	2/21-2/23	Data Management I	Ch. 4	Excel II
7	2/26-3/2	Data Management II	Ch. 4	Excel III, Lab Review
8	2/28-3/4	Ethics and Security	Ch. 3	I
8	2/28-3/2	-----Assignment 1 due (turn in to your lab TA)-----		
9	3/5-3/9	Network Computing	Ch. 5	Lab Exam
10	3/12-3/16	Electronic Commerce I	Ch. 6	Excel V
11	3/19-3/21	Electronic Commerce II	Ch. 6	Excel VI
11	3/23	-----Mid Term 2-----		
12	3/36-3/30	-----Spring Break-----		
13	4/2-4/6	Wireless and Mobile	Ch.7	Excel VII
12	4/9-4/13	Org Systems	Ch. 8	Excel VIII
13	4/16-4/20	Mgmt Support Systems	Ch. 9	Review
14	4/23-4/27	IS Development I	Ch. 10	Lab Exam II
15	4/30-5/4	IT Development II	Ch. 10	
15	4/30-5/4	-----Assignment 2 due (turn in to your lab TA)-----		
16	4/30-5/4	-----FINAL EXAM-----		