

Syllabus

Course Information

Course Number: MIS245

Course Title: Introduction to Management Information Systems

Faculty Contact Information

Instructor: Manish Tripathy

Email: manish.tripathy@njit.edu

Office Hours: Wednesdays 4-6pm or by appointment

Course Description

Management Information Systems (MIS) is the study of people, information technology, organizations and the relationships among them. MIS professionals help firms realize maximum benefit from investment in personnel, equipment, and business processes. MIS is a people-oriented field with an emphasis on service through technology.

This course covers the concepts of information systems, business process, hardware, software, systems analysis, e-commerce, enterprise systems and computer applications in organizations, techniques of systems analysis, systems designs, implementations, and information management (both technical and behavioral) are studied in the organizational context of management information needs.re acquisitions, intermediate and long-range MIS plans, integration of personal computers, minicomputers, and mainframes, and security and controls.

Prerequisites

There are no prerequisites for this course.

Textbook and Materials

Laudon, K. C., & Laudon, J. P. (2020). Management Information Systems: Managing the Digital Firm (16th ed.). Prentice Hall.

ISBN 10: 0-13-519179-3

ISBN 13: 978-0-13-519179-8

Course Outcomes

- Describe the use and function of management information systems (MIS) in global business today.
- Identify the major components of a computer-based information system, including hardware, software, operating systems and operating environments.
- Distinguish the components of wired and wireless telecommunications networks that support Internet, Intranet and Extranet systems which are integral to the successful operations of the modern firm.
- Compare, evaluate and select the most efficient and effective computer-based information systems from a management perspective.
- Explain the interdependence and functionality of the hardware and software components of information systems and apply this knowledge to be able to advise and assist MIS staff about technical decisions.
- Analyze how information technology can be used to synthesize complex data to enhance sound business decisions.
- Examine the ethical and social issues associated with information systems confronting today's technology managers and the organizations for which they work.
- Formulate processes and systems, in conjunction with technology personnel, to best leverage MIS for competitive advantage, including knowledge management, business intelligence, and customer intimacy.
- Apply the knowledge obtained in this course in order to evaluate and mitigate security threats to the hardware and software systems of an organization.

Grading Scale

Please note that NJIT's recommended grading scheme is as follows:

Grading Scale						
A	B+	B	C+	C	D	F
90%	87%	80%	77%	70%	60%	<60%

Plan for the Course

This course is divided into 15 modules. In each module, you will read one or more chapters in the assigned Management Information Systems: Managing the Digital Firm (16th ed.) textbook. Each module in will have assignments for you to complete. In modules 1, 2, 4, 5, 7, 8, 10 and 11, there will be two discussion threads for students to complete, and a short, multiple-choice quiz in each of these same weeks.

In addition, during modules 8 and 15, you will take longer exams. In module 8 there is a mid term exam and in module 15 there is a final exam.

In modules 3, 6, 9 and 12, there is a short written assignment in which students review and respond to questions about an assigned Case Study from the textbook. In module 14, a longer paper, an Individual Project, must be completed.

Each assignment will have a set of instructions for you to follow.

Before continuing, please read the syllabus available by clicking on "Syllabus" in the left sidebar, then continue to the syllabus quiz. After that, there will be a discussion board for you to post an intro and see the intro for other students in this class.

There is also a discussion board for questions you may have for the instructor, or you may contact your instructor via the "People" link to the left, or through the Campus interface.

Remember: Each week in modules 1, 2, 4, 5, 7, 8, 10 and 11 you will have two discussion opportunities to demonstrate your level of engagement and preparation with that module's curriculum, including the readings and associated materials from the text.

The Discussion Questions in each Module contain an initial prompt to get you started with your response, as well as follow up prompts to help you stay engaged throughout the 3 minimum days out of 7 that you are required to be involved in the discussions for this online class. To earn credit after your initial response, you may of course instead or in addition respond to the posts from your fellow NJIT online students, or from the instructor.

Alternately, after your initial response, you may fulfill your discussion requirements by posting something else that you locate via research which pertains to the Module. Remember to share your sources, and in general, sources like wiki-this and wiki-that, or any Internet site that ends in "opedia" or "dot help", are NOT academically acceptable to use. Targeted news media such as The Wall Street Journal, The Economist, Forbes or Fortune magazines, industry and governmental sources (BLS, BEA) are great. Of course, it's always acceptable to cite the textbook in your posts.

Naturally, just cutting and pasting somebody else's words as your entire response is not okay. In addition, in general, be sure to leave the compliments and the comments that assign further research to another student for the instructor to make. Your job is to jump into the topics under discussion each week in such a way that you are making your own substantive contributions to the shared learning experience of this online class.

Point Allocations

Point Allocations	
Discussions	170
Quizzes	80
Case Studies	200
Midterm Exam	150
Final Exam	200
Course Paper/Project	200
Total Points	1000

Student Deliverables By Week

Point Allocations										
Week	Intro	DQ 1	DQ 2	Quiz	Case Study	Midterm Exam	Final Exam	Individual Project	Chapter Reading	
1	10	10	10	10						1
2		10	10	10						2
3					50					3
4		10	10	10						4
5		10	10	10						5
6					50					6
7		10	10	10						7
8		10	10	10		150				8
9					50					9
10		10	10	10						10
11		10	10	10						11
12					50					12
13										13
14								200		14/15
15							200			
Totals	10	80	80	80	200	150	200	200	1000	

Discussions	170
Quizzes	80
Case Studies	200
Midterm Exam	150
Final Exam	200
Course Paper/Project	200
Total Points	1000

Time Commitment

Students should expect to spend between 6 and 8 hours per week for course work.

Course Policies

Every student is expected to do the reading assignments and to participate in the case discussions and exams on time as described in the MIS outline. Likewise, each student is expected to be a member of a group of three individuals (maximum) and to take part in group assignments.

Participation

Every student is expected to do the reading assignments and to participate in the case discussions and exams on time as described in the MIS outline. Likewise, each student is expected to be a member of a group of three individuals (maximum) and to take part of group assignments.

Student Expectations about Grading

Students shall expect that faculty will provide meaningful, actionable feedback via Canvas Grade Book for all major course assessments to be provided to them within a reasonable duration after student submission of an assignment. Quizzes will grade automatically. All other assignments will be graded in Canvas by faculty within seven (7) days of submission.

Grading Scale

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A	B+	B	C+	C	D	F
90%	87%	80%	77%	70%	60%	<60%

Office Hours

Office hours will be held through WebEx.

- TBD

Late Work and Make-Up Exams

All assignments are expected when due, as stated in your syllabus. Late assignments are penalized according to the following schedule:

- One (1) day late: 7% penalty
- Two (2) days late: 20% penalty
- Three (3) days late: 50% penalty
- Over three (3) days late: 100% penalty

Exams must be taken during the specified times, except in documented cases of exceptional personal or family emergencies.

Academic Honesty

Cheating and plagiarism are serious misconduct issues that result in negative consequences for all involved in the learning environment. Any serious misconduct of this nature will be addressed directly and expeditiously by the School of Management and NJIT. In order to protect and maintain a superior learning environment at the School of Management, all students must review and adhere to the [University's Academic Honesty Policy](#).

Forms of academic dishonesty include plagiarism, fabrication, cheating, and academic misconduct. Students are responsible for the authenticity of material submitted both for individual and group work. If there is evidence that a violation of the University's Academic Honesty Policy has occurred, the faculty member indicates what sanction he/she believes is appropriate to the Department Head, who in turn will determine whether such a sanction is commensurate with the action and evidence, and if necessary makes adjustments to the sanction.

Email Class Liability

Neither NJIT nor the instructor can be held responsible for the content of any personal messages, which are sent from one student directly to another student using the online email delivery system. It is expected that all students will adhere to accepted codes of ethical, personal, and civil conduct when conversing online using email or engaging in any real time online chat sessions. Failure to abide by such codes of conduct and etiquette may result in expulsion from the course with a failing grade. Consult the official university code of student conduct for further information.

Accessibility

Instructure is committed to ensuring its products are inclusive and meet the diverse accessibility needs of our users. Canvas LMS strives for WCAG 2.1 Level A/AA and Section 508 conformance. Regular testing (both internal and by a third party) is conducted to identify conformance issues, with processes in place for timely remediation of accessibility issues that are identified. Canvas is a complex and broad system. The statements below are accurate as of the date indicated.

Canvas has been evaluated by Instructure and WebAIM according to WCAG 2.1 standards. Testing is regularly conducted using automated tools, assistive technology (such as screen readers, keyboard testing, etc.), and coding best practices. Third party accessibility evaluation occurs regularly with internal audits conducted with each release. Mechanisms are in place for logging and fixing accessibility defects.

Additional details can be found at the [Canvas Accessibility page](#).

Accommodations

The Office of Accessibility Resources and Services works in partnership with administrators, faculty, and staff to provide reasonable accommodations and support services for students with disabilities who have provided their office with medical documentation to receive services.

If you are in need of accommodations due to a disability, please contact the [Office of Accessibility Resources and Services](#) to discuss your specific needs.

NJIT Canvas - Student Orientation

This [self-paced orientation](#) will introduce you to the NJIT Canvas learning management system (LMS). The orientation will provide direction on how to use and navigate the system including submitting assignments, communicating with your instructor and classmates, checking grades, where to get help, etc.

Technical Support

For assistance, please contact NJIT's [IST Service Desk](#).

Software and Hardware Requirements

Sometimes, you will be required to use Word processing and presentation software, such as MS Word and PowerPoint found in Microsoft Office. You will also need to be comfortable with various aspects of using the Internet such as:

- Search engines
- Newsgroups
- E-mail
- Ability to download files

To view certain media elements in this course, you will need to have several browser plug-ins such as Shockwave, Flash, and Adobe Acrobat on your computer. Use the links in the course to download and install the appropriate software application.

Important: With regards to plug-ins, ensure you are using the most recent version of each plug-in you require. View the [hardware and software requirements](#) for this course.

Additional Resources for NJIT Online Students

Student resources (with links), including items such as the IST Service Desk, library, accessibility resources and services, and tutoring centers can be found via [this linked page](#).