Management Information Systems – MIS 140-805
Course Syllabus
Winter Quarter 2016

Instructor: Todd D. Kleine, MS, MBA, PMP, CRM
Meeting Time: Tuesdays from 6:00PM-9:15PM
Room Location: Loop Campus, Lewis Center 106. Lab location, DePaul Center 5700.
Office Hours: By appointment only
Office Phone: (312) 362-7126
Email: tkleine@depaul.edu. All attempts will be made to return email inquiries within 24 hours.

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Course Description: This course covers information systems within organizations. It addresses how information systems (IT) supports business operations and management. Topics include strategic uses of IT, databases, data warehouses, decision support, artificial intelligence, e-commerce, systems development, IT infrastructure, security, emerging trends, social, ethical and legal considerations.

Learning Goals & Outcomes: Upon successful completion of this course, students should:

1. Understand the concept of an organization as a system; how information is used to integrate the various parts of an organization; the nature of information; the information needs of managers; and, how functional and management information system support management decision-making at all levels; effects on information technology on management processes.
2. Learn how management information systems are developed and managed to help users meet their information needs, user roles in MIS system development, and how to communicate effectively with MIS professionals.
3. Be able to apply these concepts and theories to business situations through conceptual and hands-on use of selected information technologies.
4. Understand both the legal and ethical principles that affect the use of IT.
5. Recognize core business technologies that drive competitive organizations.
6. Design basic relational models, understand various types of data relationships, understand the purpose of primary keys, and analyze data utilizing databases and spreadsheets.

Course Components: Each week, content will focus on key areas in MIS. Through a blend of readings, in-class discussion, lab demonstrations, quizzes and written/oral assignments, students will translate theory into practice.

Weekly Readings
Each week, we will discuss selected readings from the course textbook. This text was selected from the most relevant theory-based books currently available in the field of MIS.

Quizzes
At four times during the quarter, you will take a short quiz on the topic(s) presented. It is expected you take these quizzes independently and without the aid of notes/the textbook. No make-up quizzes will be allowed.

Lab Assignments
A segment of this course will cover Microsoft Excel and Access 2013. At the conclusion of each program, an assignment will be due. All assignments are to be performed independently and submitted via the appropriate Dropbox link in D2L. All submissions must be in the appropriate file format as indicated in the assignment.
**Team Presentation**
During week ten, each team will present regarding a current business professional and their interactions with MIS in the workplace. This team presentation will be judged by a panel of local area professionals. More details on the assignment can be found on D2L.

**Final Examination**
A comprehensive final examination will be conducted at the conclusion of the course.

**Satisfactory Completion:**
All elements of this course are clearly outlined in this syllabus schedule. As such, students should assume scored component deadlines will strictly adhere to the syllabus schedule unless otherwise changed by the instructor. Extensions for coursework deadlines are at the discretion of the instructor and will only be granted in extreme situations. Additionally, elements of this course will include team work. Unexcused absences beyond one session and/or non-participation in team activities will result in penalties as determined by the instructor.

**Course Grading:**
A breakdown of course components and points is as follows:

<table>
<thead>
<tr>
<th>Course Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Person Participation &amp; Attendance (10 @ 2 points each)</td>
<td>20</td>
</tr>
<tr>
<td>Quizzes (4 @ 20 points each)</td>
<td>80</td>
</tr>
<tr>
<td>Microsoft Excel 2013 Lab Assignment</td>
<td>40</td>
</tr>
<tr>
<td>Microsoft Access 2013 Lab Assignment</td>
<td>40</td>
</tr>
<tr>
<td>Group Presentation Status Report (2 at 5 points each)</td>
<td>10</td>
</tr>
<tr>
<td>Group Presentation</td>
<td>60</td>
</tr>
<tr>
<td>Final Exam</td>
<td>50</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td><strong>300</strong></td>
</tr>
</tbody>
</table>

Scoring rubrics will be available for all course components. Please contact the instructor with any questions or concerns related to component scoring.

**Grading Scale:**
The following grading scale is in effect for our course:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Point Span</th>
<th>Grade</th>
<th>Point Span</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93%-100%</td>
<td>C</td>
<td>73%-76.9%</td>
</tr>
<tr>
<td>A-</td>
<td>90-92.9%</td>
<td>C-</td>
<td>70-72.9%</td>
</tr>
<tr>
<td>B+</td>
<td>87-89.9%</td>
<td>D+</td>
<td>67-69.9%</td>
</tr>
<tr>
<td>B</td>
<td>83-86.9%</td>
<td>D</td>
<td>63-66.9%</td>
</tr>
<tr>
<td>B-</td>
<td>80-82.9%</td>
<td>F</td>
<td>0-62.9%</td>
</tr>
<tr>
<td>C+</td>
<td>77-79.9%</td>
<td></td>
<td></td>
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</table>

**Course Accommodations:**
If you require reasonable accommodations for this course, please contact the Center for Students with Disabilities (CSD). The CSD has two locations:

**Loop Campus:** Lewis Center #1420 – (312) 362-8002
**Lincoln Park Campus:** Student Center #370 – (773) 325-1677

Additionally, please see me as soon as possible so I may provide you with an outline for success in this course. Please note: all discussions relating to course accommodation will be held strictly confidential.

**Academic Integrity:**
Students are expected to maintain principles of academic integrity and conduct as defined in DePaul University’s Academic Integrity Policy. Work done for this course must adhere to the University Academic Integrity Policy, which you can review in the Student Handbook or by visiting Academic Integrity at DePaul University (http://academicintegrity.depaul.edu).
<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Activities &amp; Topics</th>
<th>Due</th>
<th>Assignment for next Week</th>
</tr>
</thead>
</table>
|      | 1/5/2016 | 1. Course Introduction  
2. Chapter One  
3. Team Challenge #1                  | N/A   | 1. Read Baltzan pp. 1-90.  
2. Prepare for Quiz #1                  |
| 2    | 1/12/2016| 1. Quiz #1 – Chapter One  
2. Lecture: Chapter Two  
3. Discuss Team Presentation  
4. Team Challenge #2                | N/A   | 1. Read Baltzan pp. 91-132.|
| 3    | 1/19/2016| 1. Lecture: Chapter Three  
2. Prepare for Quiz #2  
3. Presentation Status Report I |
| 4    | 1/26/2016| Meet in DePaul Center 5700 for Class  
1. Quiz #2 – Chapters Two and Three  
2. Lecture: Chapter Four  
3. Microsoft Excel 2013 Lab  
4. Team Challenge #4                | 1. Presentation Status Report I  
| 5    | 2/2/2016  | Meet in DePaul Center 5700 for Class  
1. Lecture: Chapter Five  
2. Microsoft Excel 2013 Lab  
2. Prepare for Quiz #3             |
| 6    | 2/9/2016  | Meet in DePaul Center 5700 for Class  
1. Quiz #3 – Chapters Four & Five  
2. Lecture: Chapter Six  
3. Microsoft Excel 2013  
4. Microsoft Word 2013 – Crash Course  
5. Team Challenge #6                | N/A   | 1. Read Baltzan Appendix C.  
2. Complete Excel Assignment  
3. Prepare Presentation Status Report II |
| 7    | 2/16/2016 | Meet in DePaul Center 5700 for Class  
1. Lecture: Appendix C  
2. Microsoft Access 2013  
3. Microsoft PowerPoint 2013  
4. Team Challenge #7                | 1. Excel Assignment  
2. Presentation Status Report II  
1. Read Baltzan pp. 254-293.  
2. Prepare for Quiz #4             |
| 8    | 2/23/2016 | Meet in DePaul Center 5700 for Class  
1. Quiz #4 – Chapter Six & Appendix C  
2. Lecture: Chapter Seven  
3. Microsoft Access 2013  
2. Complete Access Assignment        |
| 9    | 3/1/2016  | 1. Lecture: Chapter Eight  
2. Lecture: Chapter Nine  
3. Team Presentation Work  
4. Team Challenge #9                | 1. Access Assignment  
1. Prepare for Presentation       |
| Final| 3/15/2016 | 1. Final Exam                                                                       | N/A   |                                                                 |