



## Course Syllabus

# BUSI 3403

## Management Information Systems

### Course Description

This course explores management information systems and their role in the business organization. The course will address the functions and development of information systems and their use in organizational problem-solving and analysis.

### Course Prerequisites

CPSC 1103 or equivalent.

### Required Materials

Course materials are available via links within your course (located in Canvas). Materials utilized include:

Bourgeois, D. T. (2014). *Information systems for business and beyond*. Saylor Foundation. Retrieved from <http://www.saylor.org/site/textbooks/Information%20Systems%20for%20Business%20and%20Beyond.pdf>  
Saylor Foundation (n.d.). *Management information systems*. Retrieved from <https://learn.saylor.org/course/view.php?id=41>



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### Accreditation

Southern Wesleyan University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate, baccalaureate, and masters degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097 or call 404-679-4500 for questions about the accreditation of Southern Wesleyan University.

### Program Learning Outcomes

Upon completion of your program, you will:

1. Be an effective communicator in both oral and written communication.
2. Demonstrate leadership in effective collaboration, interacting and contributing as a team member to meet stated goals.
3. Demonstrate the ability to articulate the impact of corporate social responsibility for business and society.
4. Demonstrate a clear perception of business ethics based on Christian principles and apply leadership skills that reflect Christian servant leadership principles.
5. Be a capable problem-solver using various analytical tools and technology to effectively frame and solve problems.
6. Possess appropriate knowledge in the main functional areas of business: accounting, business law, economics, finance, management, marketing, statistics, and strategy.

## Course Learning Outcomes

Upon completion of this course, you will be able to:

1. Describe the use and function of management information systems.
2. Identify and evaluate various kinds of information systems and their strategic role in the business organization.
3. Describe and evaluate information systems development processes and techniques.
4. Analyze the security, societal, and ethical issues facing managers of technology.
5. Identify and employ information technology solutions using systems analysis and design methodology.
6. Demonstrate problem-solving and data analysis using analytical and database management tools.

## Course Learning Assignments and Assessments

### Grading

Concept Check Quizzes (6)	10%
Discussions (13)	15%
Case Studies (4)	30%
Issue Presentation	15 %
Prototype Project	30%
<b>Total</b>	<b>100%</b>

### Concept Check Quizzes – 10%

For modules 1-6, you will have a brief concept check quiz to ensure you are reading and understanding the material. The quizzes include multiple choice, true/false, and matching question types. You will be given two attempts for each quiz. No late quiz submissions will be accepted. Once the quiz date closes it will not be reopened.

### Discussions – 15%

Discussions in each session module serve to help us explore the topics, receive clarification, and build a community of learning. Your opinions and insights on the topics covered are valuable and you bring knowledge and experience that no other person can.

**Instructor role:** I will monitor discussions, contribute ideas and probing questions, and respond to questions directed specifically to me.

**Student role:** You will engage with the discussion prompts using the steps below:

- Respond to the prompts **prior to Wednesday, 11:59PM** of the particular session. Your post response should include initial opinions and ideas supported by learning materials and using APA citation.
- Review the contributions of your classmates and respond **prior to Saturday, 11:59PM** with appreciation for their contribution and follow-up questions or substantive statements related to their ideas.

Discussions will be graded using the **Discussion Rubric** (located in Canvas).

### Case Studies – 30%

Case studies allow you to look at real-life scenarios and provide solutions that reflect the readings and resources you have encountered in the class.

Case studies must be formatted as such:

- Introduction & brief summary of the case
- Suggestion for action (using support from your readings/resources)
- Conclusion
- Reference page

Case studies should be 1.5 to 2 pages and must conform to APA standards and be double-spaced in 12-point, Times New Roman font. Citations must be included and formatted correctly, and a reference page must also be included. You do not need a title page.

Case studies will be graded using the **Case Study Rubric** (located in Canvas).

## Issue Presentation – 15%

The issue presentation will address a security, societal or ethical issue related to management information systems and their use.

The presentation must employ both visual aids and narrative components so that the presentation speaks for itself.

The presentation will follow the format below:

- Introduction of the issue
- Current challenges
- Current solutions
- Implications for Christian leaders in business
- Reference page

Additional support for ways to create your presentations can be found within Canvas.

Presentations will be graded using the **Presentation Rubric** (located in Canvas).

## Prototype Project – 30%

Your prototype project will be a continuous project that you will work on throughout the course. The goal of the project is to develop a prototype information system to solve a real-life problem. You will use the design thinking process and provide documentation of the process as part of your final submission.

The final submission can be completed via various means, but must include:

- **Design-Thinking documentation:** Documentation of each design thinking step (notes, handouts, etc.)
- **Prototype demonstration:** a proof of concept of your solution. This may be a physical representation, a demonstration of an information system, or a design process on paper.
- **Prototype reflection:** A 1 to 2 page summary and reflection of the process that includes:
  - Introduction & brief summary of theory
  - Challenges encountered
  - Key takeaways and lessons learned

Prototype Project will be graded using the **Design Thinking Rubric** (located in Canvas).

## GRADE EQUIVALENCY TABLE

All grades are reported in a system of eleven letter grades designated as “A” through “F” with appropriate plus and minus additions reflecting the following scheme:

Percentage Value	Letter Grade	Numeric Value for GPA
93-100	A	4.0
90-92	A-	3.7
86-89	B+	3.4
83-85	B	3.0
80-82	B-	2.7
76-79	C+	2.4
73-75	C	2.0
70-72	C-	1.7
65-69	D+	1.4
60-64	D	1.0
<60	F	0.0

## Course Policies

### Attendance Policy

Regular attendance is a key to success in the course. Please refer to the Attendance Policy outlined in the Catalog for full details of the SWU policy on attendance.

Online attendance is based on completion of at least one designated assignment by the due date/time posted within the course site for each session. Online activities may include lecture, assignments, readings, discussion forums, and assessments (e.g. quizzes, tests).

### Late Policy

#### Assignments

Meeting assigned due dates is critical for demonstrating progress and ensuring appropriate time for instructor feedback on assignments. Students are expected to submit their assignments on or before the due date. Assignments are due by midnight on the days specified. Students can expect a 20% reduction of their grade for each day an assignment is late. Students who submit assignments more than four days late will receive a grade of zero on the assignment.

In the case of extenuating circumstances (such as hospitalization, child birth, major accident, injury or bereavement), it is the responsibility of students to contact the instructor as soon as practicable. The instructor may waive the late penalty if the circumstances are justified.

Students must submit final course assignments no later than the last day of the term. No assignments are accepted after the last day of the term.

#### Discussion Board postings

Students must submit discussion board postings during the time frame indicated. Discussion board submissions will not be accepted for credit after the deadline.

## **Communication**

The course site (Canvas) and SWU email are the primary tools for class communication, assignments, handouts, etc. All participants must have access to the course site and SWU e-mail and are expected to access them on a daily basis.

While it is important to maintain good communication with the instructor, Internet connectivity problems and home computer problems are not considered adequate excuses for missing assigned class work.

## **Technology Requirements**

To be successful in this course, all participants are expected to ensure their technology equipment meets the [recommendations](#) provided by SWU's Technology Services.

Students requiring technical support related to their courses or other SWU-provided technologies should send an e-mail to [helpdesk@swu.edu](mailto:helpdesk@swu.edu) or call 864.644.5050.

## **Academic Honesty**

Honesty in all matters - including honesty in academic endeavors - is a valued principle at Southern Wesleyan University. It is the expectation of the university that all those joining the academic program will act with integrity in all matters.

No forms of academic dishonesty will be tolerated. Students are encouraged to help each other maintain these high standards. All academic dishonesty should be reported to the faculty directly. Faculty, upon evidence of academic dishonesty (cheating, plagiarism, or misuse of another's intellectual property), either by voluntary confession, report of another student, or on the basis of work submitted, must follow the procedure outlined in the Catalog (under *Academic Honesty*). This includes but is not limited to a zero for the work involved, 10% course grade reduction, or a failing grade for the course. Unresolved cases may be appealed using the Appeal Process outlined in the Catalog (under *Academic Honesty*).

## **Accommodations for Students with Disabilities**

Southern Wesleyan University is committed to providing equitable access to learning opportunities for all students. Accommodations can be made for students with disabilities, as outlined in "Services for Students with Disabilities" found in mySWU's Student tab under The Learning Center. Any student desiring accommodations must make the request and provide all documentation to Dr. April White at [awhite@swu.edu](mailto:awhite@swu.edu) or call 864-644-5093 for more information.

## Session One

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to:</b></p> <ol style="list-style-type: none"><li>1. Describe the use and function of management information systems.<ol style="list-style-type: none"><li>a. Identify the roles of an information system</li><li>b. Define what an information system is by identifying its major components</li><li>c. Describe the function of management information systems and their wider relationship to management &amp; business</li></ol></li></ol>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"><li>• Read Chapter 1 in <i>Information Systems for Business and Beyond</i> (Bourgeois)</li><li>• Study materials to prepare for quiz, discussions, and case study assessments.</li><li>• Review the Issue Presentation guidelines and submit your topic.</li></ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"><li>• Complete Session 1 Concept Check Quiz (LO 1)</li><li>• Participate in Discussion 1.1: Role of Information Systems (LO 1a)</li><li>• Participate in Discussion 1.2: Information System Components (LO 1b)</li><li>• Review Case Study 1 and submit a response (LO 1c)</li></ul>

## Session Two

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to:</b></p> <p>2. Identify and evaluate various kinds of information systems and their strategic role in the business organization.</p> <ol style="list-style-type: none"><li>Describe the relationship between hardware and software.</li><li>Describe the two primary categories of software.</li><li>Evaluate software for its potential use in business environments.</li><li>Describe key issues involved in information systems development and their impact on business.</li><li>Identify the types of organizational networks and their general functions.</li></ol>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"><li>Read Chapter 2, 3, and 5 (Organizational Networking) in <i>Information Systems for Business and Beyond</i> (Bourgeois)</li><li>Read Hardware/Software and Effectiveness page.</li><li>Study materials to prepare for quiz, discussions, and case study assessments.</li></ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"><li>Complete Session 2 Concept Check Quiz (LO 2).</li><li>Participate in Discussion 2.1: Software Selections (LO 2abc)</li><li>Participate in Discussion 2.2: Networks (LO 2e)</li><li>Review Case Study 2 and submit a response (LO 2d).</li></ul>

## Session Three

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to</b></p> <ol style="list-style-type: none"> <li>3. Describe and evaluate information systems development processes and techniques.               <ol style="list-style-type: none"> <li>1. Explain the overall process of developing a new software application.</li> <li>2. Explain the differences between software development methodologies (waterfall, iterative, and prototyping).</li> <li>3. Describe the Systems Development Life Cycle and Rapid Application Development processes and evaluate their use in a specific case.</li> </ol> </li> </ol>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"> <li>• Read Chapter 10 in <i>Information Systems for Business and Beyond</i> (Bourgeois). Note: Skip the sections on programming languages.</li> <li>• Read the Software Development Methodologies page on waterfall, iterative, and prototyping methodologies.</li> <li>• Study materials to prepare for quiz, discussions, and case study assessments.</li> </ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"> <li>• Complete Session 3 Concept Check Quiz (LO 3).</li> <li>• Participate in Discussion 3.1: System Development (LO 3a).</li> <li>• Participate in Discussion 3.2: Design Methodologies (LO 3b).</li> <li>• Review Case Study 3 and submit a response (LO 3c).</li> <li>• Review Prototype Project: Define in preparation for Step 2 Submission (Session 5).</li> <li>• [Optional] Review the Issue Presentation guidelines and turn in your draft submission.</li> </ul>



## Session Four

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to</b></p> <p>4. Analyze the security, societal, and ethical issues facing managers of technology.</p> <ol style="list-style-type: none"> <li>Identify types of security issues and measures to prevent them.</li> <li>Explain how a lack of computer security places an organization in peril.</li> <li>Describe the challenges that information technology brings to individual privacy.</li> <li>Analyze some of the key ethical concerns that management of information systems presents.</li> </ol>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"> <li>Read Chapter 6 in <i>Information Systems for Business and Beyond</i> (Bourgeois).</li> <li>Read the Clemmer and Berk articles in System Failures in <i>Management Information Systems</i> (Saylor).</li> <li>Study materials to prepare for quiz, discussions, and case study assessments.</li> </ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"> <li>Complete Session 4 Concept Check Quiz (LO 4).</li> <li>Participate in Discussion 4.1: Information Ethics and Your Faith (LO 4d).</li> <li>Submit your Issue Presentation and participate in the Discussion 4.2: Presentation Submission (LO 4abc).</li> </ul>

## Session Five

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to</b></p> <p>5. Identify and employ information technology solutions using systems analysis and design methodology.</p> <ul style="list-style-type: none"> <li>a. Use design thinking methodologies to identify and apply solutions to a real world problem.</li> <li>b. Demonstrate a complete design cycle with documented elements of each sequence (empathize, define, ideate, prototype and test).</li> </ul>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"> <li>• Read <i>Where design is going, and how to be there</i> (Heller, 2013)</li> <li>• Read <i>Design thinking: A view through the lens of practice</i> (Meyer, 2015)</li> <li>• Read About Design Thinking and the prototype project pages.</li> <li>• Study materials to prepare for quiz, discussions, and case study assessments.</li> </ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"> <li>• Complete Session 5 Concept Check Quiz (LO 5).</li> <li>• Participate in Discussion 5.1: Human-Centered Design (LO 5b).</li> <li>• Participate in Discussion 5.2: Design Thinking (LO 5a)</li> <li>• Review the Prototype Project: Empathize, Define, and Ideate and turn in your Step 2 submission (LO 5b).</li> </ul>

## Session Six

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to</b></p> <p>6. Demonstrate problem-solving and data analysis using analytical and database management tools.</p> <ul style="list-style-type: none"><li>a. Describe data management within organizations.</li><li>b. Describe the characteristics and types of databases.</li><li>c. Analyze a systems problem and identify a possible solution.</li></ul>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"><li>• Read Chapter 6 in <i>Information Systems for Business and Beyond</i> (Bourgeois).</li><li>• Study materials to prepare for quiz, discussions, and case study assessments.</li></ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"><li>• Complete Session 6 Concept Check Quiz (LO 6).</li><li>• Participate in Discussion 6.1: Business Processes (LO 6a).</li><li>• Participate in Discussion 6.2: Databases (LO 6b).</li><li>• Review Case Study 4 and submit a response (LO 6c).</li></ul>

## Session Seven

Learning Outcomes	Assignments/Assessments
<p><b>Each student will be able to</b></p> <p>5. Identify and employ information technology solutions using systems analysis and design methodology.</p> <ol style="list-style-type: none"> <li>Use design thinking methodologies to identify and apply solutions to a real world problem</li> <li>Develop a prototype using information systems</li> <li>Demonstrate a complete design cycle with documented elements of each sequence (empathize, define, ideate, prototype and test).</li> </ol>	<p><b>Preparation:</b></p> <ul style="list-style-type: none"> <li>Read About Design Thinking and the prototype project pages.</li> <li>Study materials to prepare for quiz, discussions, and case study assessments.</li> </ul> <p><b>Academic Engagement:</b></p> <ul style="list-style-type: none"> <li>Participate in Discussion 7.1: Design as Discipline (LO 5a).</li> <li>Review the Prototype Project: Prototype &amp; Test (and all other prototype pages) and submit your Prototype Project Submission and participate in the Discussion 6.2: Prototype Project Reflection (LO 5bc).</li> </ul>

