



## **COURSE SYLLABUS**

Course: **ISYS 2263 Introduction to Information Systems**

Prerequisites: WCOB 1023 and MATH 2053, both with a grade of C or better.

### **Course Description:**

This course presents the fundamental concepts used in developing information systems. It provides a framework for students to use throughout their software development coursework. Also includes management of information systems concepts. This course requires extensive use of computer systems.

### **Course Objective:**

1. Successfully use Excel, Access, html and other specified computing tools to supplement and aid in decision making for businesses.
2. Display a basic understanding of the different components (for example, systems analysis, database, and IT infrastructure) of the information systems curriculum and how these are used to solve business problems.
3. Demonstrate a basic understanding of different career options in the IS field and the necessary path to obtain one's career goals.
4. Understand the use of information systems for strategic and ethical decision making within an organization.
5. Understand information system components and their impact on businesses and society.

Value of the Course:

### **Required Texts:**

O'Brien, James and Marakas, George. Introduction to Information Systems, 15th Edition. McGraw-Hill/Irwin Publishing, New York, 2010.

### **Software, and Other Materials:**

You will need access to the following software applications: MS Access and MS Excel. Scantrons will be needed for exams and can be purchased at the bookstore. They will not be provided to you at test time.

### **Class Procedures:**

Class may consist of lecture, discussion, class or group activities, and guest lecture. Video and computer demonstrations may be used when appropriate. All assignments, exams, and projects are to be done independently, except where given explicit direction otherwise. We will use the Blackboard software in this course. The software allows me to post documents, grades, announcements, etc...The website address is <http://learn.uark.edu>. It is each student's responsibility to check the class Blackboard page for news and/or announcements, as well as, any changes and/or additions to the tentative schedule. This website and e-mail will be used extensively throughout the semester as our communication tool.

### **Exams:**

There are four in-class exams in this course - three non-comprehensive exams and a comprehensive final exam. The format of each exam will be announced in class prior to the day of the exam. Exams may include materials from the textbook, reading assignments, handouts, guest speaker presentations and classroom discussion. Dates of the exams will be posted on the class schedule.

***If you know you will miss an exam, it is your responsibility to tell me in advance. No makeup exams will be given for those students who do not notify me in advance. Any uncoordinated excuse will result in a score of 0 for the exam. If you have to miss an exam for an emergency, you are required to produce documentation as to the nature of your absence.***

A grade of zero (0) will be assigned if any examination materials are removed, even briefly, from the examination administration, NO EXCEPTIONS. When exams are returned to you in the classroom and/or office environment for viewing your score, they must be returned to me or a grade of zero (0) will be assigned to you for the exam. If you are absent on the day exams are returned in the classroom, it will be your responsibility to make an appointment to come by my office and view your exam.

### **Assignments:**

The best way to learn information systems concepts is by using them. To aid in your learning there will be a number of individual homework assignments in this class. The due for each project/assignment is shown on the schedule and on the assignment handout. You may use either your own computer or one in any of the available labs to complete these assignments. Late assignments will be accepted with no penalty up until the graded assignment is returned to the class. After a graded assignment has been handed back, no late assignments will be accepted.

Technology-related excuses for missed or late assignments are not acceptable. This includes “My internet was down”, “I don’t know how to use Blackboard”, “I saved it to my flash/jump drive and it’s not working now”, “I emailed it to the wrong address”, “My computer died/blew up/caught fire/etc”. I realize technology is not always reliable, but someday you will have a boss who needs a report. She will not be sympathetic to the fact that that you didn’t save your work to multiple media or emailed it to the wrong address. Let’s start good habits now.

I would suggest the following:

- Don’t wait until the last minute to start an assignment, in the event that something malfunctions.
- Save frequently. If you would like help setting the Auto-recovery feature in MS Office let me know.
- Save to multiple locations. I usually save my important documents to three places: my computer, my jump drive, and I email them to myself. I caution against relying solely on the “My Documents” folder on WCOB computers to save your work. Files have been known to go missing from this folder from time to time.

**Grades:**

Final scores will be computed as the following:

Exams: 2 @ 100 points	200
Final Exam	200
Assignments 4 @ 50 points	200
<b>Group Assignment</b>	<b>400</b>
<b>Total Points Possible :</b>	<b>1000</b>

Grading scale:

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Below 60%	F

**Final Exam Schedule:**

Final Exam Date Time Location Monday, December 12 3.15PM-5.15PM TBA

**Attendance:**

Attendance is highly recommended. It is the student's responsibility to attend class or to determine what material was covered in the event of an absence.

**Grade Appeals:**

All grade appeals are to be made in writing (email is ok) within 48 hours of receiving the grade. You should include your name, the specific item you are appealing, your original response and an explanation why that item should be re-scored (e.g. text page number and quote). This procedure is designed to document the process and ensure grade equity across the class.

**More on Grades:**

Grades are NOT negotiable and no extra credit will be given to any individual student. Please do not email me at the end of the semester because you are unhappy with your grade UNLESS you suspect that there has been a mistake in the calculation of your grade. I recommend keeping track of your grade throughout the class so that you know what score you'll need on an assignment or exam to achieve the final grade you want.

**Unforeseen Issues:**

If something occurs which prevents you from attending class, submitting assignments, or otherwise affects your classroom performance, come talk to me AS SOON AS POSSIBLE.

**Equal Treatment for All:**

The University Catalog reprints the Campus Council Statement on Discrimination. In the spring of 1983, the Campus Council adopted a statement on equal treatment, amended in fall 1991: "The Campus Council of the University of Arkansas, Fayetteville, does not condone discriminatory treatment of students or staff on the basis of age, disability, ethnic origin, marital status, race, religious commitment, sex, or sexual orientation in any of the activities conducted on this campus. Members of the faculty are requested to be sensitive to this issue, when, for example, presenting lecture material, assigning seating within the classroom, selecting groups for laboratory experiments, and assigning student work. The University faculty, administration, and staff are committed to providing an equal educational opportunity to all students." I strive to foster a classroom atmosphere of fun tempered with tolerance and respect. Appropriate

classroom behavior is expected of the instructor and students. Inappropriate and disruptive classroom behavior (inappropriate language and gestures, class disruptions, disrespect to other students or instructor) will not be tolerated and will result in possible removal from the class and or disciplinary action as per the student handbook.

**Accommodations:**

If you need any type of accommodation please see me in my office within the first two weeks of class. Students are responsible for requesting physical accommodations from the Center for Educational Access (CEA). The Walton College of Business policy is that any student must also request testing accommodations from their instructor. Schedule a meeting with me in my office to discuss necessary arrangements

**Academic Honesty:**

“Academic dishonesty involves acts that may subvert or compromise the integrity of the educational or research process at the University of Arkansas, when such acts have been performed by a UA student. Academic dishonesty includes, but is not limited to, any act by which a student gains or attempts to gain an academic advantage for him/herself or another by misrepresenting his/her or another’s work or by interfering with the independent completion, submission, or evaluation of academic work.” “As a core part of its mission, the University of Arkansas provides students with the opportunity to further their educational goals through programs of study and research in an environment that promotes freedom of inquiry and academic responsibility. Accomplishing this mission is only possible when intellectual honesty and individual integrity prevail.” (2011-12 University of Arkansas Undergraduate Catalog) As a University of Arkansas student, you are required to be familiar with and abide by the University’s Academic Integrity Policy which may be found at <http://catalogofstudies.uark.edu> If you have questions about how these policies apply to this course or an assignment, then please see me.

**Inclement Weather:**

I will cancel classes only if the University cancels all classes. Information concerning University closings can be obtained by calling 575-7000 or 575-2000. When in doubt, check email or Blackboard for an announcement. Please see the inclement weather policy located on the University’s web page (<http://www.uark.edu>) for further information. Also KUAF, 91.3 FM, the University’s public radio station, is another good source for receiving information. If weather prevents you from attending class, please notify me immediately.

**Disclaimer:**

I reserve the right to deviate from the schedule and any changes to the schedule will be posted on Blackboard or announced in class. It’s your responsibility to remain up-to-date. Additional information about the exams and assignments will be provided in class. The scheduled dates for exams, etc. are subject to change, but changes will be discussed in class. Students are expected to attend classes and are responsible for obtaining information from missed classes from other students (including changes to due dates and assignments).

“I didn’t know about \_\_\_\_ because I missed class that day” is not an acceptable excuse.

## Tentative Schedule:

Week	Day	Date	Topic	Readings/Assignment
1	Mon	Aug 22	Syllabus/Intro	
	Wed	Aug 24	Foundation of Information Systems in Business	Chapter 1
2	Mon	Aug 29	Competing with Information Technology	Chapter 2
	Wed	Aug 31	Computer Hardware	Chapter 3
3	Mon	Sep 5	Labor Day Holiday	
	Wed	Sep 7	Computer Software	Chapter 4
4	Mon	Sept 12	Lab 1: Excel	HW #1 Due
	Wed	Sep 14	Lab 2: Excel/Project Work	
5	Mon	Sep 19	Data Resource Management	
	Wed	Sep 21	Guest Speaker (Dillard's)	Chapter 5
6	Mon	Sep 26	Lab 4 Web development/MS Access	HW #2 Due
	Wed	Sep 28	Lab 4: Web development/MS Access/Project Work	
7	Mon	Oct 3	Exam 1 Review	
	Wed	Oct 5	Exam 1(Chapters 1, 2, 3, 4, 5)	
8	Mon	Oct 10	Telecommunication and Networks	Chapter 6
	Wed	Oct 12	Guest Speaker TBD	
9	Mon	Oct 17	Fall Break	
	Wed	Oct 19	Group Presentation 1	
10	Mon	Oct 24	Business Applications	Chapter 7
	Wed	Oct 26	ERP Simulation	HW #3 Due
11	Mon	Oct 31	ERP Simulation	
	Wed	Nov 2	E-Commerce	Chapter 8
12	Mon	Nov 7	Decision Support Systems	Chapter 9
	Wed	Nov 9	Exam 2 Review	
13	Mon	Nov 14	Exam 2 (Chapters 6,7 8, 9)	
	Wed	Nov 16	Developing Business/IT Solutions	Chapter 10
14	Mon	Nov 21	Security and Ethical Challenges	Chapter 11
	Wed	Nov 23	Lab 4 Web development/MS Access	
15	Mon	Nov 28	Lab 4: Web development/MS Access/Project Work	
	Wed	Nov 30	Enterprise Global Management	Chapter 12 HW #4 Due
16	Mon	Dec 5	Group Presentation 2	
	Wed	Dec 7	Final Exam Review	
17	Mon	Dec 12	FINAL EXAM – 3.15PM-5.15PM	

Disclaimer: I reserve the right to deviate from the schedule and any changes to the schedule will be posted on the web, announced in class, or emailed to the class. It's your responsibility to remain up-to-date. Additional information about the exams and assignments will be provided in class. The scheduled dates for exams, etc... are subject to change.