



# Lincoln University

<b>Course Title:</b>	Management Information Systems	<b>Instructor:</b>	Prof. Serge Ruiz
<b>Course No:</b>	BA 350	<b>Phone:</b>	949-232-3323
<b>Units:</b>	3 units (= 45 lecture hours)	<b>E-mail:</b>	sr Ruiz@lincolnuca.edu
<b>Class Hours:</b>	Tuesdays, 12:30 pm – 3:15 pm	<b>Office Hours:</b>	See Schedule
<b>Semester:</b>	Fall 2014	<b>Office Number:</b>	Room 402

## REQUIRED MATERIALS

**Textbook:** *Principles of Information Systems, 10th Edition, by Ralph Stair and George Reynolds, Course Technology; 2012 - ISBN-10: 0538478292*

**Required Tools:** Microsoft Office and the Internet resources

**Website:** [elearning.lincolnuca.edu](http://elearning.lincolnuca.edu)

## COURSE DESCRIPTION

The course introduces different types of information systems for business, their goals, purposes, values, and major functionality. The emphasis is made on criteria and issues in selection of information system, problem definition, requirements, specifications, information flow and presentation, cost / time estimate, implementation, and maintenance. (3 units) Prerequisites: BA 146, CS 10.

## LEARNING OBJECTIVES

The students will learn about the use and development of management information systems and explore today's leading-edge topics including hardware, system and application software, telecommunications and networks, the Internet, intranets, and extranets, electronic and mobile commerce, business information systems of different types, systems development process, security, privacy, and ethical issues in information systems and the Internet.

## INSTRUCTIONAL METHODS

Lecture method is used in combination with the practical use of business software and the Internet to solve application problems. The emphasis will be on learning by doing. Every student must participate in an intensive classroom activity. Reading, writing, "business case study", and project assignments will be made throughout the course.

## OTHER REQUIREMENTS

All students are required to attend the class. Continuous assessment is emphasized. Written or oral quizzes will be given every week. Students must complete all assignments and take all quizzes, mid-term exam and final exam ON THE DATES DUE. Talking in class, using cell phones, coming late, leaving the room at times other than at break time is not allowed. Plagiarism/cheating will result in the grade “F” and a report to the administration.

## ASSIGNMENTS AND PROJECTS

Case studies, mini projects and other assignments will be given every week. Take a folder and create a Project Notebook. You will put in this folder printouts of the results of all your assignments and projects and storage media (floppy disk / CD disc / DVD disc / USB flash drive) with your work stored on it. The instructor can ask you to turn in this folder and grade your work at any time during the semester.

## TESTING

Classroom activities	every week	10%
Assignments	every week	20%
Mid-term exam	as scheduled	30%
Final exam	as scheduled	40%

There will be no make-up for a missed quiz or participation in a classroom activity. No make-up exams will be given unless you have the instructor’s prior approval obtained in person before the exam date, with the exception of an extreme emergency. Late assignments will get no credit or reduced credit. ***Students will not be allowed to use computers or cellular phones during tests.***

## GRADING

Grades will be determined according to the following percentages awarded for completed work:

100-93	92-90	89-87	86-83	82-80	79-77	76-73	72-70	69-67	66-60	59-0
A	A-	B+	B	B-	C+	C	C-	D+	D	F

## OTHER COMMENTS

- Please participate. What you put into the class will determine what you and other get out of it.
- Please come on time. Late arrivals disturb everyone else.
- To avoid distracting noise in class, cellular phones must be turned off or the ringing mode silenced.
- Questions and comments during the class are welcome. Do not hesitate to ask questions – do not leave anything unclear for you.

## SCHEDULE OF TOPICS

*Please read every chapter of the textbook before you come to class*

Session	Date	Topics	Chapters
1	08/26	An Introduction to Information Systems; Information Systems in Organizations	1, 2
2	09/02	Hardware: Input, Processing, and Output Devices	3
3	09/09	Software: Systems and Application Software	4
4	09/16	Organizing Data and Information	5
5	09/23	Telecommunications and Networks	6
6	09/30	The Internet, Intranets, and Extranets	7
7	10/07	<b>Midterm Exam</b>	<b>1-7</b>
8	10/14	Electronic and Mobile Commerce	8
9	10/21	Enterprise Systems	9
10	10/28	Information and Decision Support Systems	10
11	11/04	Knowledge Management and Specialized Information Systems	11
	11/11	VETERANS' DAY	
12	11/18	Systems Development: Investigation and Analysis;	12
13	11/25	Design, Implementation, Maintenance, and Review	13
14	12/02	The Personal and Social Impact of Computers	14
14	12/09	<b>Final Exam</b>	<b>1-14</b>

## MODIFICATION OF THE SYLLABUS

**This syllabus was updated on August 19, 2014.** The instructor reserves the right to modify this syllabus at any time during the semester. An announcement of any changes will be made in the classroom.