

**Commerce 2KA3
Information Systems in Management
Fall 2020 Course Outline**

**Information Systems
DeGroote School of Business
McMaster University**

COURSE OBJECTIVE

This course prepares Commerce students in the School of Business to leverage information systems effectively. The course focuses on the opportunities and pitfalls provided by information systems, how they are likely to affect the world, and what managers need to know to make effective use of them.

Dr. Ali Reza Montazemi	Dr. Maryam Ghasemaghahi
Course Instructor	Course Instructor
montazem@mcmaster.ca	ghasemm@mcmaster.ca
Office: DSB-422	Office: DSB-A203
Office Hours: by appointment	Office Hours: by appointment
Tel: (905) 525-9140 x27434	Tel: (905) 525-9140 x21721

Lecturer	Weeks
Dr. Montazemi (Sections: 1,2,3,4)	1, 2, 3, 4, 5, 6
Dr. Ghasemaghahi (Sections: 1,2,3,4)	7, 8, 9, 10, 11, 12

Class Meeting Times and Locations for <i>Synchronous</i> Sessions			
Section	Days	Times	Location (Online)
1	Wednesday	10:30-11:20am	Zoom
2	Wednesday	9:30-10:20am	Zoom
3	Wednesday	7:00-7:50pm	Zoom
4	Wednesday	1:30-2:20pm	Zoom
All communication will be through course Avenue			

INSTRUCTORS AND CONTACT INFORMATION

For questions about both assignments 1&2, please contact: Mr. Mehmet Akgul (akgulm@mcmaster.ca)

For all other inquiries about the course, contact the Course Instructor.

Students corresponding via email **must** send messages that originate from their **official McMaster University email** account. This protects the confidentiality and sensitivity of information, as well as confirms the identity of the student.

COURSE ELEMENTS

Credit Value:	3	Leadership:	Yes	IT skills:	Yes	Global view:	Yes
Avenue:	Yes	Ethics:	Yes	Numeracy:	No	Written skills:	Yes
Participation:	Yes	Innovation:	Yes	Group work:	No	Oral skills:	No
Evidence-based:	Yes	Experiential:	Yes	Final Exam:	Yes	Guest speaker(s):	No

COURSE DESCRIPTION

This course emphasizes the strategic role of information systems in modern business. Topics include: the technical foundations of information systems, the impact of information systems on business operations and decision-making, and the processes that are required for successful implementation of business information systems.

LEARNING OUTCOMES

Upon completion of this course, students will be able to complete the following key tasks:

- Assess a company's e-business requirements and strategies.
- Understand how information systems support business operations, managerial decision-making, and strategy.
- Understand the application of the Internet and related Web technologies to facilitate business, electronic commerce, and collaboration.
- Understand issues related to the management of information systems, such as privacy, security, and ethical concerns.
- Be knowledgeable about the management of data and information as key organizational resources.
- Understand how information systems are developed, including project management and systems design methodologies.
- Be knowledgeable about the technical aspects of information systems architecture, hardware, and software.

REQUIRED COURSE MATERIALS AND READINGS

From Titles bookstore: Click [here](#).

Laudon, K.C., Laudon, J.P. "Management Information Systems: Managing the Digital Firm, 16th Edition," Pearson, 2020

Options:

1. Hard Copy Bound Text with Access Card for MyMISLab and Etext: **\$169.95**
2. Stand Alone Access MyMISLab and Etext: **\$77.95**

COURSE OVERVIEW AND ASSESSMENT

Learning in this course results primarily from assigned readings, synchronous and asynchronous lectures, assignments, and tests. All work is evaluated on an individual basis. Missed quizzes/exams will receive a grade of zero unless the student has submitted and been approved for a Notification of Absence or MSAF. Late assignments will be 1% for each day they are late.

Evaluation: The components of course are delivered through two modes of *Synchronous* and *Asynchronous* presentations as follows.

The Synchronous Delivery:

Live case study analyses delivered through Zoom on Wednesdays. Students that join the Zoom presentations have opportunity to ask questions via Zoom chat regarding the covered chapters for that week and/or analyzed cases.

For the weeks 1 to 6, use: <https://mcmaster.zoom.us/j/93330364309>

For the weeks 7 to 12, use: <https://mcmaster.zoom.us/j/99893827774>

The Asynchronous Delivers:

- The video presentation of the chapters as well as the Power point slides is posted on Avenue weekly.
- Students have access to Pearson MyLab MIS to study the assigned weekly chapters and use Pearson exercises to assess their understanding of the chapter materials. See page 9-10 for details.
- Students will take weekly content quizzes from Avenue for the chapter/s covered weekly. The start date for taking the content quizzes is Mondays at 9am and the due date is Sundays at 11pm. See Course Schedule on page 11-12 for details. Students are encouraged to read the assigned chapters, and watch videos posted on Avenue before taking the content quizzes.
- Students will also take weekly quizzes for case studies that are covered each week in the Synchronous lectures. The start date for taking the weekly case quizzes is Wednesday at 8pm and the due date is Sunday at 11pm. The time of the synchronous session for each section is shown in table above.
- A video recording of the case analyses will be available for those students who were unable to join the Synchronous lectures. Students are encouraged to study the assigned cases, attend the synchronous lectures and watch videos posted on Avenue before taking the case quizzes.
- You can use discussion channel of Avenue (Communication → Discussion) to ask question about the course materials. We try to respond to your questions within 24 hours of you posting it.

Components and Weights

The components of the course grade will be calculated as follows:

Component	Description	%
Midterm (Online)	Covers material from BOTH lectures and textbook chapters 1, 2, 3,4, 9, 10, 11, and 12 only. This is a closed book exam and will be comprised of multiple choice& true/false questions. The date of the midterm is Friday, Oct. 23, 19:00-21:00 . Check Avenue closer to the date of the exam for more information about the exam.	31%
Final Exam (Online)	Covers material from BOTH lectures and textbook chapters 5, 6, 7, 8, 13, and 14 only. This is a closed book exam and will be comprised of multiple choice & true/false questions. The date of the final exam will be made known once the master final exam schedule is finalized.	31%
Weekly online content Quizzes (Chapter Content)	Weekly online content quizzes cover the content of the chapter/s related to each week. Content quiz is accessible through Avenue→ Assessment → Quizzes. Each week test is worth up to 1% of total grade.	10%
Weekly online case Quizzes (Chapter Cases)	Weekly online case quizzes consist of the cases covered in the Synchronous sessions that week. Case quiz is accessible through Avenue→ Assessment → Quizzes. Each week quiz is worth up to 1% of total grade.	8%
Hands-on Assignment 1	An “Enterprise Resource Planning (ERP)” Assignment. This is an individual assignment. More details will be made available on AVENUE once the assignment is released. The assignment will be released on Avenue on Monday Oct. 5th . The due date is Monday Oct. 19th at 2:00 PM (14:00) . The office hours for the synchronous via Zoom will be announce on Avenue.	10%
Hands-on Assignment 2	“Using Microsoft Access” Assignment. This is an individual assignment. More details will be made available on AVENUE once the assignment is released. The assignment will be released on Avenue on Monday Nov. 2th . The due date is Monday Nov. 16rd at 2:00 PM (14:00) . The office hours for the synchronous via Zoom will be announce on Avenue.	10%
	Total:	100%

Tests

There will be two written tests: (1) a midterm and (2) a final exam. The midterm and final exams will be online and cover concepts from BOTH lectures and the assigned readings. Both the midterm and final exams are closed-book. Midterm exam covers materials covered during the first half of the course, and Final exam covers the materials covered in the second half of the course. More details about the exams will be given prior to the date of exams.

Hands-on Assignment 1

This assignment has been devised to help you better understand the related concepts given in the lectures and/or textbook. Details of the assignment will be described in class. The assignment is expected to be completed individually. Work done in groups will be penalized by dividing the grade for this assignment by the number of members in the group. Work that is copied will be given a grade of zero and be scrutinized for Academic Dishonesty (see section below).

All answers to assignments must be uploaded to Avenue account, as per instruction provided on the assignments.

Hands-on assignment will be accepted after the due date but **a late penalty will apply where 20% will be deducted off the assignment for each day late**. It is each student's responsibility to submit the assignment in advance of the deadline. Note that work-in-progress for the hands-on assignment can be uploaded to AVENUE – the last version uploaded will be marked.

Hands-on Assignment 2

The purpose of this assignment is to learn how to create a DBMS by using Microsoft Access. In this assignment, you will create tables, and make queries for course registration from the perspective of the system administrator. The assignment is expected to be completed individually. Work done in groups will be penalized by dividing the grade for this assignment by the number of members in the group. Work that is copied will be given a grade of zero and be scrutinized for Academic Dishonesty (see section below).

All answers to assignments must be uploaded to Avenue account, as per instruction provided on the assignments.

Hands-on assignment will be accepted after the due date but **a late penalty will apply where 20% will be deducted off the assignment for each day late**. It is each student's responsibility to submit the assignment in advance of the deadline. Note that work-in-progress for the hands-on assignment can be uploaded to AVENUE – the last version uploaded will be marked.

COMMUNICATION AND FEEDBACK

Students who are uncomfortable in directly approaching an instructor regarding a course concern may send a confidential email to the respective Area Chair (detlorb@mcmaster.ca) or the Associate Dean (adbusac@mcmaster.ca).

Students who wish to correspond with instructors or TAs directly via email must send messages that originate from their official McMaster University email account. This protects the

confidentiality and sensitivity of information as well as confirms the identity of the student. Emails regarding course issues should NOT be sent to the Area Administrative Assistants.

Instructors are required to provide evaluation feedback for at least 10% of the final grade to students prior to Week #8 in the term.

Instructors may conduct an informal course review with students by Week #4 to allow time for modifications in curriculum delivery.

REQUESTING RELIEF FOR MISSED ACADEMIC WORK

In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar “Requests for Relief for Missed Academic Term Work” and the link below;

<http://ug.degroote.mcmaster.ca/forms-and-resources/missed-course-work-policy/>

ACADEMIC INTEGRITY

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. **It is your responsibility to understand what constitutes academic dishonesty.**

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university.

For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/), located at <https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/>

The following illustrates only three forms of academic dishonesty:

- plagiarism, e.g. the submission of work that is not one’s own or for which other credit has been obtained.
- improper collaboration in group work.
- copying or using unauthorized aids in tests and examinations.

COURSES WITH AN ON-LINE ELEMENT

Some courses may use on-line elements (e.g. e-mail, Avenue to Learn (A2L), LearnLink, web pages, capa, Moodle, ThinkingCap, etc.). Students should be aware that, when they access the electronic components of a course using these elements, private information such as first and last names, user names for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course.

The available information is dependent on the technology used. Continuation in a course that uses on-line elements will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure please discuss this with the course instructor.

ONLINE PROCTORING

Some courses may use online proctoring software for tests and exams. This software may require students to turn on their video camera, present identification, monitor and record their computer activities, and/or lock/restrict their browser or other applications/software during tests or exams. This software may be required to be installed before the test/exam begins.

CONDUCT EXPECTATIONS

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the “Code”). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online**.

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students’ access to these platforms.

ACADEMIC ACCOMMODATION OF STUDENTS WITH DISABILITIES

Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or sas@mcmaster.ca to make arrangements with a Program Coordinator. For further information, consult McMaster University’s [Academic Accommodation of Students with Disabilities](#) policy.

ACADEMIC ACCOMMODATION FOR RELIGIOUS, INDIGENOUS OR SPIRITUAL OBSERVANCES (RISO)

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should submit their request to their Faculty Office **normally within 10 working days** of the beginning of term in which they anticipate a need for accommodation or to the Registrar’s Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

COPYRIGHT AND RECORDING

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law

protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors.

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

EXTREME CIRCUMSTANCES

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.

PLACES TO GET HELP WITH YOUR WORK

- For help with course content, your instructors are the best source for help. Feel free to ask these professors for explanation of any topic covered in the course. Be sure to read the assigned materials before contacting the course instructor. The best way to interact with your instructors is face-to-face, but they also welcome e-mail and voice mail. For help with both hands-on assignments 1&2, please contact: Mr. Mehmet Akgul (akgulm@mcmaster.ca)

ACKNOWLEDGEMENT OF COURSE POLICIES

Your enrolment in Commerce **2KA3** will be considered to be an implicit acknowledgement of the course policies outlined above, or of any other that may be announced during lecture and/or on A2L. **It is your responsibility to read this course outline, to familiarize yourself with the course policies and to act accordingly.**

Lack of awareness of the course policies **cannot be invoked** at any point during this course for failure to meet them. It is your responsibility to ask for clarification on any policies that you do not understand.

Instructions for MyLab MIS Student Registration

Access MyLab MIS for Laudon & Laudon-Management Information Systems: Managing the Digital Firm 16/e

You will need:

- Access to your avenue course
- An email address (preferably your McMaster University one)
- Your MyLab MIS student access code (purchased from the bookstore or directly from Pearson at the MyLab Site after registration)

How to Register

- Login to your avenue course
- Select the Pearson widget
- Login to your existing Pearson account or create a new Pearson account
- Choose you preferred purchase option:

1. Enter your **access code** when requested by the system
2. Purchase **online** with a credit card
3. Select 'get **temporary access** without payment for 14 days'

Please note: You do not need a course ID to register for this course.
You must register directly through your avenue course page and not through Pearson.

How to upgrade from Temporary Access to Permanent Access

When upgrading from temporary access to permanent access **you DO NOT need to create a new account.** Just follow the steps below:

1. On your MyLab MIS homepage, select **My Courses** on the left hand side toolbar.
2. Highlighted in yellow you should see the option to **Upgrade Access** on your MyLab MIS course, click on it.
3. You will be asked to **Choose Your Access Option**, enter your access code from the bookstore or purchase permanent access online

For more information or for instructions on how to obtain permanent access if your temporary access has expired, visit <https://support.pearson.com/getsupport/>

Technical Support of MyLab MIS

Your quickest path to resolve any technical issues is to contact technical support (<https://support.pearson.com/getsupport/s/contactsupport>). They have access to your user account and will be able to quickly troubleshoot the issues.

When you contact them **let them know your course is integrated into D2L** and include the following information:

1. Your username
2. Operating system (e.g., Windows 8 or MacOS Catalina)
3. Browser (preferred browser is Chrome)
4. Exactly what you are trying to open.
5. Error message (if any) that appears when you try to open it.

If your issue is not resolved in 48 hours you can contact Marguerite Weir at marguerite.weir@pearsoned.com, and provide your incident #

COURSE SCHEDULE

Commerce 2KA3
Information Systems in Management
Fall 2020 Course Schedule

Week	Date	Instructor	Topic covered	Study	Event
1	Sep. 9	Montazemi	Information Systems in Global Business Today	Ch. 1	-Content Quiz :Deadline Sep. 13, 11:00pm
2	Sep. 16	Montazemi	Global E-Business and Collaboration Information Systems, Organizations, and Strategy Case 1: UPS Competes Globally with IT Case 2: <i>Data Changes How NFL Teams Play the Game</i>	Ch. 2 & Ch.3 (parts 1&2)	-Content Quiz :Deadline Sep. 20, 11:00pm -Case Quizzes 1&2: Deadline Sep. 20 at 11:00pm.
3	Sep. 23	Montazemi	Information Systems, Organizations, and Strategy Ethical and Social Issues in IT Case 1: <i>Digital Technology Helps Crayola Brighten its brand.</i> Case 2: <i>Will Automation Kill Jobs?</i>	Ch. 3 (parts 3&4) & Ch. 4	-Content Quiz :Deadline Sep. 27, 11:00pm -Case Quizzes 1&2: Deadline Sep. 27 at 11:00pm.
4	Sep. 30	Montazemi	Achieving Operational Excellence E-commerce Case 1: <i>Soma Bay Prospers with ERP in the Cloud</i> Case 2: <i>Uber: Digital Disruptor</i>	Ch. 9 & Ch. 10	-Content Quiz :Deadline Oct 4, 11:00pm -Case Quizzes 1&2: Deadline Oct. 4 at 11:00pm.
5	Oct. 7	Montazemi	How to complete the hands-on Assignment		SAP Hands-on Assignment released Monday Oct. 5th
Oct 14. NO CLASSES – MIDTERM RECESS					
6	Oct. 21	Montazemi	Managing Knowledge and Enhancing Decision Making Case 1: <i>Sargent & Lindy Learns to Manage Employee Knowledge</i> Case 2: <i>Anthem Benefits from More Business Intelligence</i>	Ch. 11 & Ch. 12	-Content Quiz: Deadline Oct. 25, 11:00pm -Case Quizzes 1&2: Deadline Oct. 25, 11:00pm. Deadline for uploading SAP Hands-on Assignment is Monday Oct. 19th at 2:00 PM. Midterm exam Friday Oct. 23, 19:00-21:00
Second Half of the Course					
7	Oct.28	Ghasemaghaei	IT Infrastructure and Emerging Technologies Case1: <i>Is Business Ready for Wearable Computers?</i> Case2: <i>Look to the Cloud</i>	Ch. 5	-Content Quiz: Deadline Nov. 1, 11:00pm -Case Quizzes 1&2: Deadline Nov. 1 at 11:00pm.

8	Nov. 4	Ghasemaghahi	How to complete the hands-on Assignment		Microsoft Access Hands-on Assignment released Monday Nov. 2th
9	Nov. 11	Ghasemaghahi	Database and Information Management Telecommunications, the Internet, and Wireless Technology Case 1: <i>How Reliable is Big Data?</i> Case 2: <i>Monitoring Employees on Networks: Unethical or Good Business?</i>	Ch. 6 & Ch. 7	-Content Quiz: Deadline Nov. 15, 11:00pm -Case Quizzes 1&2: Deadline Nov. 15 at 11:00pm.
10	Nov. 18	Ghasemaghahi	Securing Information Systems Case 1: <i>How Secure is the Cloud?</i> Case 2: <i>Is the Equifax Hack the Worst Ever – and Why?</i>	Ch. 8	-Content Quiz: Deadline Nov. 22, 11:00pm -Case Quizzes 1&2: Deadline Nov. 22 at 11:00pm. Deadline for uploading Microsoft Access Hands-on Assignment is Monday Nov. 16th at 2:00 PM (14:00).
11	Nov. 25	Ghasemaghahi	Building Information Systems Case 1: <i>Carter's Redesigns Its Business Processes</i> Case 2: <i>Systems Development Is Different for Mobile Apps</i>	Ch. 13	-Content Quiz: Deadline Nov. 29, 11:00pm -Case Quizzes 1&2: Deadline Nov. 29 at 11:00pm.
12	Dec. 2	Ghasemaghahi	Managing Projects	Ch. 14	-Content Quiz: Deadline Dec. 6, 11:00pm Chapter Review for the final exam