

**IBH 2AB3
Information Systems in Management
Winter 2024 Course Outline**

**Information Systems Area
DeGroot School of Business
McMaster University**

INSTRUCTOR AND CONTACT INFORMATION

Dr. Nicole Wagner
Instructor
nwagner@mcmaster.ca
Office: DSB A214
Office Hours: TBD

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Student TA
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Office: TBD
Office Hours: TBD

Class time & location: C01: Thursday 2:30 p.m. – 5:20 p.m.

Course website: <http://www.avenue.mcmaster.ca>
The course website will be the primary mode of information dissemination. Please check this website regularly for posts concerning the course.

COURSE ELEMENTS

Credit Value: 3	Leadership: Yes	IT skills: Yes	Global view: Yes
A2L: Yes	Ethics: Yes	Numeracy: No	Written skills: Yes
Participation: Yes	Innovation: Yes	Group work: Yes	Oral skills: Yes
Evidence-based: Yes	Experiential: No	Final Exam: No	Guest speaker(s): No

COURSE INFORMATION

Lectures: 3 hours each, once per week

Course Delivery Mode: in-person

Course Description: This course prepares Integrated Business and Humanities students 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 information systems in business and society.

IMPORTANT LINKS

- [Mosaic](#)
- [Avenue to Learn](#)
- [Student Accessibility Services - Accommodations](#)
- [McMaster University Library](#)

COURSE LEARNING OUTCOMES

Upon successful completion of this course, students will be able to:

- Explain the impact that information technology and key IT processes have on organizational strategy, operations, and competitiveness.
- Discuss the importance of IT in organizational metrics, privacy, and security.
- Discuss data and data storage issues faced by organizations, including databases, data warehouses, big data, and data analytics.
- Discuss the use of information technology resources in business decision making, and evaluate the organizational characteristics that favour effective use of these resources.
- Discuss the importance of intra- and inter- organizational integration in the successful use of IT capabilities, and how this integration improves organizational success.
- Analyze the influence of information technology on innovation and transformation at organizational and societal levels.

REQUIRED MATERIALS AND TEXTS

<i>Business Driven Information Systems, 8th edition</i> , Baltzan, McGraw-Hill Education. <u>eText with Connect</u> (all digital, inclusive access price)	\$83.95
Lecture Notes, Assignments, and other Course Content Available via course website (Avenue)	\$ FREE

COURSE EVALUATION

Learning in this course results from all in-class and out-of-class activities. Students will be evaluated as individuals and as teams when teamwork is assigned. For teamwork, all team members share the same grade adjusted by peer evaluation. Your final grade will be calculated as follows:

GRADE COMPONENT	WEIGHT	DESCRIPTION
Engagement	20%	10%: Synchronous engagement in class discussion 10%: Asynchronous engagement in content learning
Midterm Test	30%	Multiple choice and True/False in class week 7
Excel Assignment	10%	Individual assignment using MS Excel
Online Quiz	10%	Multiple choice and True/False online after week 10
Group Project	30%	2%: Team Development 20%: Written report 8%: In-class presentation
Total	100%	

COURSE DELIVERABLES

Engagement

Engagement with the course is worth **20%** of your final grade, divided evenly between synchronous engagement (10%) and asynchronous engagement (10%).

Synchronous engagement concerns your participation during in-class discussions and activities. Opportunities for synchronous engagement include:

- Bringing “IS in the News” articles for the beginning of class.
- Taking part in discussions by offering comments, asking questions, responding to questions, and reporting back to the class after break-out discussions.

Engagement marks will be based on both the quantity and **quality** of your synchronous contributions. Mere attendance without participation does not earn you any engagement marks. Name cards and class pictures are used to help give credit for your participation. You must have a name card with your full first and last name clearly written and displayed in front of you for every class.

If you are absent from any class for a legitimate reason, you should indicate that to the instructor so that you are not penalized for lack of participation during that class.

Asynchronous engagement activities are to be completed individually at the student's own pace. Reading assignments through McGraw-Hill Connect SmartBook product will be assigned through the course website to support the delivery of key learning concepts. As students read the assigned chapters, SmartBook will automatically present questions about the chapter contents to assess understanding of the learning items selected by the instructor. To obtain full marks for reading an assigned chapter using SmartBook, you will need to complete all of the questions presented to you during the SmartBook reading. The reading assignments will be made available early in the term (in the McGrawHill Connect folder on Avenue) with due dates throughout the term to support the learning objectives of the course. Students can then plan for the completion of these tasks at their discretion prior to the deadlines.

Midterm Test

The midterm test covers material from lectures in weeks 1-6 and textbook chapters 1, 2, 6, 5, 7, and 8. This is a closed book test and will be comprised of multiple-choice and true/false questions. The test will be held in class in week 7 and worth **30%** of the final grade.

Excel Assignment

In week 4 of the course there will be an Excel tutorial, where all of the skills needed for the assignment will be demonstrated. The purpose of the tutorial and assignment is to provide students the opportunity to learn to use Excel and some common functions to analyze data for better decision making. This individual assignment is worth **10%** of your final grade. The course TA will also be available to answer assignment-related questions during specified hours to be posted on Avenue to Learn. Further details will be provided in class and an assignment document.

Online Quiz

The online quiz covers material from lectures weeks 8-10 and textbook chapters 9 and 4. This is a closed book test and will be comprised of multiple-choice and true/false questions. The test will be held online through McGrawHill Connect at the end of week 10 and worth **10%** of the final grade. Further details will be provided in class.

Group Project

The group project will be worth **30%** of the final grade, distributed across three components: a report, presentation, and team development. In groups of 6 (assigned by the IBH program), students will take on the role of a consulting engagement team for a publicly traded Canadian company. First, groups will set the foundation for their work together by developing a team contract (1.5%). Throughout the term you will work together to develop recommendations for your company, culminating in a report (20%) and presentation (8%). Finally, each individual will evaluate the contribution of their team members to the project through a peer evaluation (0.5%). Further details will be provided in class and in assignment documents.

LATE ASSIGNMENTS

All assignments must be handed in electronically through the course website by the deadline date and time specified for each component. **The penalty for overdue assignments is 20% of the total assignment mark per day.**

COMMUNICATION AND FEEDBACK

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.

All students must receive feedback regarding their progress prior to the final date by which a student may cancel the course without failure by default. *For Level 1 and Level 2 courses, this feedback must equal a minimum of 20% of the final grade.* Instructors may solicit feedback via 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.degroot.mcmaster.ca/forms-and-resources/missed-course-work-policy/>

COURSE MODIFICATION

From time to time there may be a need to remove/add topics or to change the schedule or the delivery format. If these are necessary, you will be given as much advance notice as possible.

GENERATIVE AI

Students are not permitted to use generative AI in this course. In alignment with [McMaster academic integrity policy](#), it “shall be an offence knowingly to ... submit academic work for assessment that was purchased or acquired from another source”. This includes work created by generative AI tools. Also state in the policy is the following, “Contract Cheating is the act of “outsourcing of student work to third

parties” (Lancaster & Clarke, 2016, p. 639) with or without payment.” Using Generative AI tools is a form of contract cheating. Charges of academic dishonesty will be brought forward to the Office of Academic Integrity.

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](#).

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.

AUTHENTICITY/PLAGIARISM DETECTION

Some courses may use a web-based service (Turnitin.com) to reveal authenticity and ownership of student submitted work. For courses using such software, students will be expected to submit their work electronically either directly to Turnitin.com or via an online learning platform (e.g. Avenue to Learn, etc.) using plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty.

Students who do not wish their work to be submitted through the plagiarism detection software must inform the Instructor before the assignment is due. No penalty will be assigned to a student who does not submit work to the plagiarism detection software. **All submitted work is subject to normal verification that standards of academic integrity have been upheld** (e.g., on-line search, other software, etc.). For more details about McMaster’s use of Turnitin.com please go to www.mcmaster.ca/academicintegrity.

COURSES WITH AN ON-LINE ELEMENT

Some courses may use on-line elements (e.g. e-mail, Avenue to Learn, 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.

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

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, Avenue to Learn and/or McMaster email.

ACKNOWLEDGEMENT OF COURSE POLICIES

Your enrolment in IBH 2AB3 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.

IBH 2AB3 TENTATIVE COURSE SCHEDULE

WEEK	DATE	LECTURE TOPICS	DELIVERABLES (Reading Assignments due before class)
1	January 11	<ul style="list-style-type: none"> • Course Overview • IS in Organizations Today • Team Development 	
2	January 18	<ul style="list-style-type: none"> • Business Driven MIS • Decisions & Processes • IS & Strategy 	RA Ch1: Business Driven MIS RA Ch2: Decisions & Processes
3	January 25	<ul style="list-style-type: none"> • Data Management • Business Intelligence 	RA Ch6: Data & BI RA AppC: Designing Databases RA AppF: BI & Data Mining
4	February 1	<ul style="list-style-type: none"> • Excel Tutorial • Excel Assignment distribution 	Team Contract (F Feb 2 @ 4pm)
5	February 8	<ul style="list-style-type: none"> • Infrastructure • Big Data 	RA Ch5: Infrastructures RA Ch 7: Networks RA AppE: Connectivity
6	February 15	<ul style="list-style-type: none"> • Enterprise Applications • Midterm Review 	RA Ch8: Enterprise Applications RA AppA: Hardware & Software Excel Assignment (F Feb 16 @ 11:59 pm)
7	February 29	<ul style="list-style-type: none"> • In-Class Midterm Test 	
8	March 7	<ul style="list-style-type: none"> • Risk & Security • Privacy & Ethics 	RA Ch4: Ethics & Security
9	March 14	<ul style="list-style-type: none"> • Systems Development • Project Management 	RA Ch9: Systems Development
10	March 21	<ul style="list-style-type: none"> • Emerging Trends • Quiz Review 	Online Quiz (details to be provided)
11	March 28	<ul style="list-style-type: none"> • Group Project Presentations (in DSB 505) 	Presentation slides due by 1:30 pm
12	April 4	<ul style="list-style-type: none"> • 	Group Project Report (W Apr 10 @ 4pm) Peer Evaluation (F Apr 12 @ 4pm)