

# Management of Information Sys

## CISM-3330

Spring 2021 Section 91D 3 Credits 01/09/2021 to 05/11/2021 Modified 01/07/2021

### Description

This course introduces students to the study of organizations as systems supported by information processing. Students will be able to distinguish needs for information at different levels in organizations. They will be able to evaluate information system decisions. They will analyze business information problems using formal methods.

#### Requisites

Prerequisites:

CISM 2201 and Richards Col Upper Division RCUD

Corequisites:

### Contact Information

#### Mr. Philip Reaves

Email: [preaves@westga.edu](mailto:preaves@westga.edu)

Office: Miller 2323

#### Office Hours

Please contact me to set up a Google Meet appointment. We will meet virtually as much as possible. If we need to meet in the lab, we will discuss appropriate protection and planning!

### Meeting Times

This course meets entirely online. All exams, quizzes, lectures, will be presented online in a recorded format or by Google Meets or Zoom.

### Materials

Materials are made available in CourseDen and will be billed directly to your bursar account. More information is given on this in CourseDen. It was part of a campus-wide negotiation to get you the best pricing (better than publisher-direct).

### Outcomes

#### LEARNING OBJECTIVES SPECIFIC TO THIS COURSE

Learning objective related to Learning Goal(s)

1. Recognize data as an organizational resource that must be planned for, controlled, allocated appropriately, managed, and deployed at different levels of management for competitive advantage. (BBA 3)
2. Recognize organizations as systems, where information technology is used to process information at different levels of management (BBA 3, BBA6)

3. Demonstrate the ability to use technological applications to create and communicate business solutions. (BBA 1,BBA 3,BBA 6, MIS 1)
4. Utilize the World Wide Web and presentation software to present results of problem-solving. (BBA 1, BBA 3, MIS 1)

## ✓ Evaluation

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### Breakdown

Grade	Range	Notes
Chapter Quizzes	0-100	35% of the final grade will come from chapter quizzes.
Exams	0-100	35% of final grade from 3 exams
SAP Assignments	0-100	30% of final grade from 3 SAP assignments. (NOTE: The 3rd SAP Assignment has 2 parts, so it looks like there are actually 4 assignments)

## ☰ Assignments

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## 📅 Schedule

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## \* Course Policies and Resources

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### Communication

Please email me at [preaves@westga.edu](mailto:preaves@westga.edu) with the subject line of "CISM 3330" to help me identify your message as important.

### Chapter Quiz Policies

#### Grade Release

- Scores for this assignment will display after the due date.

#### Access and Availability

- View Access available after the due date.
  - Questions can be viewed.
  - All assistances to be revealed.
- Any saved work (even if the quiz is not complete) will be auto-submitted to the grade book on the due date.

#### Attempts and Assistance

- 1 attempt at each quiz.
- eTextbook and Media assistance are always available.
  - Scores will be reduced by 5% after viewing the eTextbook and Media.

### Exam Policies and Accommodations

#### Policies

- Exams will only be available for the specified date as shown on the calendar.
- Once you start the exam, you will have 75 minutes to complete the exam.
- Scores will not be released until after the due date.
- It is expected that you will take this exam ON YOUR OWN and NOT WITH A GROUP. If it is determined that you take this exam with a group you will receive a ZERO on the exam and will be reported to the Office of Community Standards with an Academic Dishonesty Report.

#### Accommodations

- Accommodations MUST BE REQUESTED at the beginning of the semester so the exam system can be set up properly.

## College/School Policies

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### Wolf Pact

Having read the Honor Code for the University of West Georgia, I understand and accept my responsibility to uphold the values described therein and to conduct myself in a manner that will reflect the values of UWG and the Richards College of Business so as to respect the rights of all UWG community members. As a UWG student, I will represent myself truthfully and complete all academic assignments honestly and within the parameters set by my instructor.

I understand and accept that if I am found guilty of violations (through processes due me as a UWG student and outlined in the UWG Student Handbook), penalties will be imposed.

I also recognize that my responsibility includes a willingness to confront members of the UWG community if I feel there has been a violation of the Honor Code.

Ultimately, I will conduct myself in a manner that promotes UWG as the best place to work, learn, and succeed for my generation, and those to come!

### About the Richards College of Business

#### Vision

To become a globally recognized college of business preparing forward-thinking, responsible leaders.

#### Mission

We are in the business of transforming lives through education, engagement, and experiences.

#### Strategic Goals and Values

##### *Student Success*

Admit quality students and provide them with an education that is rich in experiences and engagement opportunities to prepare them to be effective and ethical professionals.

##### *Academic Success*

Recruit, retain and develop faculty and staff by providing sufficient resources to support dynamic and up-to-date bachelor and master-level curricula, to conduct research and other professional activities, and to support engagement with all stakeholders.

##### *Operational Success*

Recruit, retain and develop administrative management and staff personnel to manage, develop and support infrastructure and those activities that build internal and external partnerships while working in an ever-changing environment.

##### *Ethical Values*

The Richards College of Business community (administrators, faculty, staff, students, and business partners) share a commitment to the principles of honesty and integrity in interactions and undertakings, accountability for personal behavior, and respect for the rights, differences, and dignity of others. In addition, we strive to continuously improve our abilities to recognize unethical behavior and to make ethical and moral decisions.

## Institutional Policies

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### Academic Support

**Accessibility Services:** Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty

cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact [Accessibility Services \(https://www.westga.edu/student-services/counseling/accessibility-services.php\)](https://www.westga.edu/student-services/counseling/accessibility-services.php).

**Center for Academic Success:** The [Center for Academic Success \(http://www.westga.edu/cas/\)](http://www.westga.edu/cas/) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or [cas@westga.edu](mailto:cas@westga.edu).

**University Writing Center:** The [University Writing Center \(https://www.westga.edu/writing/\)](https://www.westga.edu/writing/) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or [writing@westga.edu](mailto:writing@westga.edu).

## Online Courses

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the [UWG Online \(https://uwgonline.westga.edu/\)](https://uwgonline.westga.edu/) site.

Students enrolled in online courses can find answers to many of their questions in the [Online/Off-Campus Student Guide \(http://uwgonline.westga.edu/online-student-guide.php\)](http://uwgonline.westga.edu/online-student-guide.php).

If a student is experiencing distress and needs help, please see the resources available at the [UWG Cares \(http://www.westga.edu/UWGCares/\)](http://www.westga.edu/UWGCares/) site. [Online counseling \(https://www.westga.edu/student-services/counseling/index.php\)](https://www.westga.edu/student-services/counseling/index.php) is also available for online students.

## Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the [Student Handbook \(https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php\)](https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php).

## UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

## Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing

activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

## HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: [http://www.usg.edu/hb280/additional\\_information#](http://www.usg.edu/hb280/additional_information#) ([http://www.usg.edu/hb280/additional\\_information](http://www.usg.edu/hb280/additional_information))

You may also visit our website for help with USG Guidance: <https://www.westga.edu/police/campus-carry.php> (<https://www.westga.edu/police/campus-carry.php>)

## Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the [Counseling Center](#). Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in [Health Services](#). To report a concern anonymously, please go to [UWGcares](#).

## ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the [E.L.L. resource page](#) for more information.

## COVID-19

**Proctored Exams/Online Instruction:** Students should be aware and plan ahead for the possibility of having to complete all courses and/or exams online or in a proctored environment. This means talking with your instructors about what minimum technical requirements (software and hardware) will be required should your class move online or a student's personal needs dictate. This also includes making plans for internet access at whatever location participation may occur.

Virtual or in-person proctored exams, if your instructor should require them, may result in an additional cost to the student. Please discuss these details with your instructor or see the information provided here.

**Face Coverings:** Effective July 15, 2020, University System of Georgia institutions, including the University of West Georgia, will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

Face coverings are not required in campus outdoor settings where social distancing requirements are met. Anyone not using a face covering when required will be asked to wear one or must leave the area.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons.

**Student FAQs:** For more information about UWG COVID-19 guidance for students visit the [Student FAQ webpage](#) (<https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php>).

## Additional Items

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