

Management of Information Sys

CISM-3330

Spring 2021 Section 04D 3 Credits 01/09/2021 to 05/11/2021 Modified 12/03/2020

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

Professor: Dr. Joan Deng

Email: jdeng@westga.edu

Office: Miller Hall 2226

Phone: 678-839-5532

Online Office Hours

T 01:00 PM – 03:30 PM; W 10:00 AM – 11:00 AM, 12:30 PM – 02:00 PM

(Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/365290896> (<https://zoom.us/j/365290896>))

Or Telephone: (408) 638 0986 or (646) 558 8665

Meeting ID: 365 290 896)

Meeting Times

Materials

"Introduction to Information Systems", 7th edition, WileyPLUS Learning Space Course – Rainer & Prince

The UWG Bookstore, Wiley, UWG Online (CourseDen Support) and Dr. Deng have partnered together to provide the most cost effective option for you to receive your digital course materials. The material is provided to you through the LMS (CourseDen Account). Simply log in to CourseDen and choose the title associated with this course to gain access to the material. The cost of the material will be attached to your student bill in the amount of \$69.00. You do not need to look elsewhere for material. For questions about your access please contact the Day One Access team at dayone@westga.edu (<mailto:dayone@westga.edu>) or 678-839-5563.

Outcomes

Evaluation

Criteria

Type	Weight	Topic	Notes
Chapter Quizzes	35%		There are online Chapter Quizzes for each chapter covered. These will further help reinforce the concepts in the chapter by having you look closely through the material. Online quizzes are individual work and must be completed completely on your own. You are allowed to use your book as a reference while taking the online quizzes.
SAP Assignments	30%		There are three SAP assignments completed as individual work, a sales and distribution assignment, a materials management assignment, and a financial module & excel pivot table assignment. You will be provided with a link to access SAP from your personal computer.
Exams	35%		There will be three (3) exams. Each exam will be worth 100 points. These exams will consist mostly of multiple-choice questions but may include other types of questions as well.

Breakdown

Grade	Range	Notes
A	90% and above	
B	80 - 89.99%	
C	70 - 79.99%	
D	60 - 69.99%	
F	59.99% and below	

☰ Assignments

SAP Assignments:

- SAP is an ERP (Enterprise Resource Planning) system. University of West Georgia is a member in the SAP University Alliance program. You will be required to complete three SAP assignments during the semester:
 1. Sales and distribution module
 2. Materials management module
 3. Financial module and an excel pivot table.
- Your SAP username and password will be posted in WileyPlus.
- It is critical to follow the provided instructions to successfully complete an SAP assignment. There is a very limited amount of correction that can be applied to your SAP program once you have saved a process.
- SAP assignments are graded against your SAP username, and your GBI account will be audited to verify YOUR completion of assignment (THIS MUST BE YOUR ORIGINAL WORK; THIS IS NOT A TEAM SUBMISSION!).
- Start on your SAP assignments as early as possible with sufficient time to resolve your programming issues.
- On the due date, SAP support is limited to assisting students uploading their SAP assignments.
- Password reset and "exceeded the number of permitted failed login attempts" resets are to be requested by email to the professor (include your name, SAP username and CISM 3330 section number). Resets may take more than 24 hours.

📅 Schedule

Course Schedule will be posted in WileyPlus.

* Course Policies and Resources

- Students must CHECK "ANNOUNCEMENTS" ON COURSEDEN ON A DAILY BASIS for any newly released information or changes

concerning this course.

- Students should check their UWG email accounts on a daily basis.
- Students are responsible to find out about any changes in due dates and course content.
- It is your responsibility to keep up with the due dates and the work, as "I forgot" is not a legitimate excuse for missing a deadline.
- I expect you to turn in your assignments and complete chapter quizzes and exams on time. **Submission of late assignments or permission to take missed quizzes and exams will be granted only under extenuating circumstances and with the provision of appropriate documentation**, such as a medical doctor's note.
- If you need accommodations in order to meet any of the requirements of this course, please let the professor know as soon as possible, preferably by the end of the first week. I will do my very best to accommodate any legitimate need.
- All assignments/projects must be uploaded correctly to the designated WileyPlus submission box by the deadline. Submitting your assignments/projects via email attachments are not acceptable and will NOT be graded.
- Only UWG issued e-mail addresses will be answered by the professor. CourseDen mail is not utilized by the Professor (neither read nor answered).
- All e-mails to the Professor are to be sent to jdeng@westga.edu. Please make sure you use CISM 3330 as the subject line, so that I recognize that it is from one of you, and so that my spam filter do not accidentally delete your message. Emails will be answered within hours if not immediately. Although attempts will be made to reply as quickly as possible, you should not assume that all the emails sent after 10:00 PM or over the weekend will be replied on the same day. **I REPLY TO ALL EMAILS. IF YOU DO NOT GET A REPLY WITHIN A 24-HOUR PERIOD, ASSUME I DO NOT RECEIVE IT AND PLEASE RESEND.**
- Study partners are encouraged in the completion of assignments. However, each student is required to complete and submit his/her own work. Copied work will be considered plagiarism and will result in academic discipline.
- Scholastic Dishonesty: The State University of West Georgia Academic Honesty Policy will be enforced. You can read this policy at <http://www.westga.edu/~vpaa/handrev/207> (<http://www.westga.edu/~vpaa/handrev/207>).
- The professor reserves the right to change any part of this document including the schedule and/or requirements.

College/School Policies

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

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.

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.

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)

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) (<https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php>).

Additional Items
