Course Syllabus
Fall 2012

QMIS 240: Introduction to Management Information Systems

Sections: Sunday – Tuesday – Thursday
240.03 (12:00) ; 240.58 (13:00) ; 240.04 (14:00) ;

Office Hours: Sunday, Tuesday 16:00 – 17:00
Monday : 15:30 – 16:30 or by appointment

Teacher Assistant: Eng. Hanan Al-Ibrahim
Office Hours: TBA

Course Description:
The increased application of information technologies has fundamentally altered the nature of work, business processes and the nature of competition in the past decade. This course will emphasize the role of information systems in the workplace. It is designed to provide students with learning experiences in the use, development and management of information systems to manage a modern organization.

Course Objectives:
By the end of this course, students will be able to:

• Identify components of information systems (definition, objectives, benefits, costs, issues): organization, management and technology and how they relate to each other.
• Evaluate the effectiveness of business strategies involving IT components (i.e., how they affect the organization and its employees, and how they can make business more competitive and efficient).
• Help students to assimilate the skills needed to manage and use information systems in today's changing technological and organizational settings. Specifically: technical skills, analytical skills, communications skills (both written as well as verbal), and interpersonal skills.

Prerequisite:
QMIS 130 – Computer Based Business Application

Textbook:

Additional Material
Articles and Case discussions
Course Content Delivery Strategy

- Use of Power Point with the multimedia projector
- Use of commercial tools: MS Excel & MS Access
- Whiteboard
- Blackboard (http://bb.kuniv.edu/)

Course Outline:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chapter 1</strong>: Business Information Systems in Your Career</td>
<td>Sections: 1.1, 1.2, 1.3, 1.4</td>
</tr>
<tr>
<td><strong>Chapter 2</strong>: Global E-Business and Collaboration</td>
<td>Sections: 2.1, 2.2, 2.3, 2.4</td>
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<tr>
<td><strong>Chapter 3</strong>: Achieving competitive advantage with information systems</td>
<td>Sections: 3.1, 3.4</td>
</tr>
<tr>
<td><strong>Chapter 5</strong>: Foundation of business intelligence: databases and information management</td>
<td>Sections: 5.1, 5.2, 5.3, 5.4</td>
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</tbody>
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**Midterm Examination (Saturday November 10th 2012: 10:00 am – 12:00 pm)**

| Chapter 7: | Securing information systems | Sections: 7.1, 7.2, 7.3 |
| Chapter 11: | Building information systems and managing projects | Sections: 11.1, 11.2 |
| Chapter 12 (Online Chapter): Ethical and social issues in information systems | Sections: 12.1, 12.2 |

| **Final Examination (Sunday December 30th: 11:00 am – 1:00 pm)** |

Grade Distribution:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes and Homework</td>
<td>25%</td>
</tr>
<tr>
<td>Mini Projects and Reports</td>
<td>15%</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>25%</td>
</tr>
<tr>
<td>Final</td>
<td>35%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>
## Grade Scale

<table>
<thead>
<tr>
<th>Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>&gt;= 95</td>
<td>A</td>
</tr>
<tr>
<td>90-94</td>
<td>A-</td>
</tr>
<tr>
<td>87-89</td>
<td>B+</td>
</tr>
<tr>
<td>83-86</td>
<td>B</td>
</tr>
<tr>
<td>80-82</td>
<td>B-</td>
</tr>
<tr>
<td>77-79</td>
<td>C+</td>
</tr>
<tr>
<td>73-76</td>
<td>C</td>
</tr>
<tr>
<td>70-72</td>
<td>C-</td>
</tr>
<tr>
<td>65-69</td>
<td>D+</td>
</tr>
<tr>
<td>60-64</td>
<td>D</td>
</tr>
<tr>
<td>&lt;= 59</td>
<td>F</td>
</tr>
</tbody>
</table>

## Assignments

Assignments will be distributed in class, or posted in blackboard. There will be both individual and team assignment. There are NO collaborations in individual assignments - this will be considered cheating. Once the grades are posted on Blackboard, the student has one week to discuss or dispute a grade. After this grace period the grades are considered final and NO discussion will be entertained.

## Quizzes

Quizzes maybe announced or unannounced (pop quiz). Student should always come to class prepared reading the material before class is a great way to enjoy the lecture. Always print and bring lecture slides in class (you never know if I would allow a open noted pop quiz. Always be ready.

## Attendance

Students are required to attend all lectures. University Policy allows students attending the Sunday | Tuesday | Thursday (6 absences). student will receive First Warning after 3 absences; Second Warning after another 3 total of 6; then a student will receive an “FA” in the course if they get 1 more absence (unless they use their wild Card) for that one time.

You will be losing 1 points from total Semester Grade in the following cases: (a total of 1% of your grade)

- For each lecture missed in the first week and in the last week.
- Before and after an official holiday.
Policies

- Students are expected to be **on time** to the lectures.
- Students are responsible for anything that goes on in a lecture even if absent (Please ASK).
- Homework and projects are to be **submitted to me before class time** (uploading your work using Blackboard) and providing a **hard copy** at the beginning of class, no homework will be accepted if not submitted on time.
- Students are allowed to drink and eat as long as it does not disrupt the class and provided they clean up after them. Should I find leftovers or mess (the entire class will lose this privilege) – this does not apply to the labs (there are no food or drinks in the labs)
- Students are expected to **turn off their phones** during class.
- All work is to be **word processed** – typed - unless specified by the instructor.
- Students are expected to abide by the **Honor Code** – no cheating of any type.
- Assignments, Quizzes, and Exams **will not be repeated** by the instructor. Other than the use of your wild card.
- “I work” is not an excuse.
- Scheduling doctor’s appointment during my class time is not allowed.
- “I have a midterm by another instructor is not an excuse” go to the Students Dean and write an official complaint, I will sign it with you
- A student has one week to discuss a grade after it’s posted. After that week, the grade is final.
- I will only answer to professionally written emails.

Cheating

All of the following acts will be considered as cheating:

- Presenting work that you copied from someone else as yours
- Talking to others during exams or quizzes
- Looking over someone else’s exam during the exam or quizzes
- Using your mobile phone during exams or quizzes (regardless of what are you using it for)
- Communicating with anyone else during any quiz or exam
- Presenting work that you copied from the internet or a book as yours
  - Any text that you would want to include in your work needs to be referenced
    - **Referencing a book example (referenced text is in italic):**
      .... "The latest version of the Microsoft Office release has built in support for web enabled features" (Microsoft Office Demystified, John Davis, 2004, Prentice Hall press, page 243) ........
    - **Referencing an internet site example (referenced text is in italic):**
      .... "DHCP servers assign a unique IP address whenever a new computer or device is connected" (http://www.tcpip.org/dhcp.html) ........

Punishment for cheating is as follows (from the university guidelines)

- Students will be given an F for ALL of their classes for that semester
- Students can also be denied class registration for the next semester
Zero Tolerance for Nepotism (No Was6a)

By registering for this class, you agree to abide by all its regulations including the zero tolerance of nepotism. By agreeing to this rule, you understand that your grade will be decreased a full letter grade (that is: goes from an “A” to a “B” for example) if anyone (family, friends, etc.) attempts to influence your grade (with or without your knowledge).

Wild Card (3abaroonsh) ..

- This wild card also known as “3abaroonsh” can be submitted instead of a doctor’s note, the passing of a loved one, or any other personal excuse - no questions asked.
- It will allow you to make up the work for a quiz, an exam, a paper or a presentation or removal of one absence (it is your decision completely).
- **You have one shot at using your wild card!! USE IT WISELY**
- In the unfortunate case you decided to use your wild card you must fill out a form found on the class homepage (blackboard/ instructors site) **within one week**. Make sure to stamp the form at the QMIS department, and give it to your instructor. In case you can’t find your instructor, place the stamped form in his/her mail box (only the form not your wildcard)
- Make sure to bring your Wild Card with you when you are going to make up the work. This is your authorization so without it, you will not be allowed the make-up.

NOTE: THE WILD CARD DOES NOT INCLUDE THE FINAL EXAM. **YOU MUST ATTEND THE FINAL EXAM. FAILING TO ATTEND THE FINAL EXAM WILL RESULT IN AN “FA”, with or without the wild card.**

- **YOU MUST BRING THE WILD CARD TO THE FINAL EXAM!!!** That means that you held on to the Wild card until the end and you will earn a bonus of moving up a grade to the next level. An example would be moving a B+ to A- and so on (WOHOOOO).
- An “F” grade will only move up if you have earned at least 570 points (570 + a wildcard = D)
- If you lose your physical wildcard, you will not earn the grade up. Keeping it safe is your responsibility.
- If you earn a solid “A” in the course without the wildcard you will receive a certificate of Achievement in QMIS 240 for Fall 2012 signed by the chair of QMIS department).

NOTE This idea is the invention and creation of Dr. Abeer A. Al-Hassan (QMIS Faculty) and is used by the QMIS Department Faculty as a research in progress of Dr. Abeer Al-Hassan and Eng. Hessa Al-Humaidan.

Final notes

I promise to give you RESPECT / FAIRNESS / and QUALITY and in return I expect the same courtesy from you towards me and your fellow classmates ..

WELCOME TO INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS FALL 2012 😊