

CASPER COLLEGE COURSE SYLLABUS
IMGT 2400 01: Introduction to Information Management

Semester/Year: Fall, 2015		
Lecture Hours: 3	Lab Hours: 0	Credit Hours: 3
Days: TTH	Class Time: 2:00 pm – 3:00 pm	Room: BU 407
Instructor's Name: Roberta Marvel, Ed. D.		
Instructor's Contact Information:	Office Phone: 268-2523 Office Location: BU 404C	Email: rmarvel@caspercollege.edu
Office Hours: M-TH 8:30-9:00 am, TTH 1-00-2:00 pm		

Course Description: Concerned with managing the use of information systems to make organizations more competitive and efficient. Specific topics include organizational and technical foundation of information systems and building and managing systems.

Statement of Prerequisites: COSC 1200

Goal: The goal of this course is to provide a broad overview of the key issues surrounding information systems and the effective and competitive use of information technology. This course will also help the student to develop basic knowledge and skills concerning:

- the challenges offered by the development and use of information technology
- the effects of information technology on individuals, groups, organizations, and society
- specific technologies that enable individuals and organizations to make the most of the information age
- social, organizational, cultural, and individual barriers to implementing information systems
- the process of initiating, planning, analyzing, designing, testing, developing, and installing information systems

Outcomes:

- Identify the components of management information systems, the distinction of data from information, the personal and organizational dimensions of information along with the implications of information technology on workers and our lives
- Describe current development methodologies, and development options. Identify the phases and activities in the SDLC and explain the role of prototyping
- Discuss the impact of information technology on decision making along with identifying the different decision support and artificial intelligence tools and the applications of these tools
- Identify management's role in protecting people and information along with the risk associated with information and information technology
- Describe and contrast the models for e-commerce, e-business, and e-government with regards to business strategies, marketing approaches, financial issues, and security concerns
- Define the key characteristics of relational databases. Discuss business intelligence, databases, data warehouses, data marts, and analytical tools as they apply to organizational roles and business processes
- Identify and describe the social impact and business value of emerging technology trends.
- Describe the legal and ethical issues in Information Management along with the global and local business implications of intellectual property, copyrights, and fair use doctrine.
- Explain how a competitive advantage is built through business intelligence and the use of CRM, SCM, ECE, and ERP systems

- Discuss the differences among the various types of IT infrastructure along with the need for integrated enterprise systems. Explain the effective use of backup, recovery and a disaster recovery plan
- Demonstration effective oral and written communication
- Use appropriate technology and information to conduct research
- Solve problems using critical thinking and creativity
- Use quantitative analytical skills to evaluate and process numerical data

Specific skill objectives include:

- Using spreadsheet applications, derive common business measures using nested and user defined function on sets of data and analyze using appropriate analysis tool such as: pivot tables, filtering, conditional formatting, and graphs
- Create a relational database from standard design specifications with referential integrity and data validity checking.
- Create information using multiple table queries with sorting/ordering and derived attributes.
- Create and maintain a multiple page website with navigation and multiple file components using industry accepted standards.
- Create effective presentations using animation, graphics and narration.
- Set up and effectively use an interactive communication environment.

Methodology:

This is a lecture based class. In addition to the classroom setting, this class utilizes two websites, the Moodle website, which contains information about quizzes and exams, and the McGraw Hill “Connect” website, which contains most of the assignments, quizzes and exams. You **must** access the Connect website to complete these assignments. Each week is clearly identified so it should be easy to find the required assignments. You will need to create a profile for yourself in Connect using the access code from your textbook. If you purchased a used book, you can purchase the access code separately. The link for the McGraw Hill Connect website is at the top of the Moodle website.

This class utilizes three websites, the Moodle website, which contains information about quizzes and exams, the McGraw Hill “Connect” website, which contains many of the assignments, quizzes and exams; and the Cohesion Case Database website for working with data. Students must submit completed assignments using these websites as directed.

You **must** access the Connect website to complete the Connect assignments. Each week is clearly identified so it should be easy to find the required assignments. You will need to create a profile for yourself in connect using the access code from your textbook. If you purchased a used book, you can purchase the access code separately. The link for the McGraw Hill Connect website is at the top of the Moodle website.

Moodle assignments/projects must be uploaded to Moodle and NOT SENT to me via an email attachment. **Please note that there is one assignment drop-box in Moodle for each separate assignment. It is clearly labeled. Assignments not uploaded to the correct drop-boxes will not be given full credit.**

Evaluation Criteria: Grades will be assigned on a total percentage basis. All points for the class will be added and a percentage figured against total possible points within the following categories:

- 15% Homework/Case studies
- 15% Quizzes
- 20% Projects
- 25% Exams

15% Subjective*

*A subjective assessment by the instructor of **class attendance**, cooperation with others, **class participation**, attitude, initiative, and the demonstrated ability to get your work in on time. Employers consider such factors to be of vital importance in evaluating employee job performance. Therefore, the letter grade you earn will reflect this aspect of your work.

Casper College General Education Outcomes: As graduates of Casper College, students will be able to:

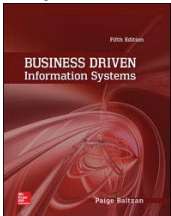
1. **Demonstrate effective oral and written communication**
2. Use the scientific method
3. **Solve problems using critical thinking and creativity**
4. Demonstrate knowledge of diverse cultures and historical perspectives
5. Appreciate aesthetic and creative activities
6. **Use appropriate technology and information to conduct research**
7. Describe the value of personal, civic, and social responsibilities
8. **Use quantitative analytical skills to evaluate and process numerical data**

Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

The grading scale is as follows:

A	90-100%
B	80-89%
C.....	70-79%
D	60-69%
F.....	0-59%

Required Text, Readings, and Materials:



- *Business Driven Information Systems with Connect Plus, 5th edition*, Baltzan, ISBN: 978-0-07-340298-7
- Flash drive to store data files
- Access to Microsoft Office 2013 Professional or Office 365 versions

Class Policies:

1. Thorough reading of assigned text and supplementary materials is expected.
2. Active participation and intellectual engagement in discussions is expected.
3. There are several projects in this class (you will be given specific instructions for each project at the appropriate time). These projects include a research paper, a narrated PowerPoint presentation, and several data analysis using Excel or Access. Please note the projects are worth 20% of your grade.
4. Assignments for each chapter will be posted in Connect but project assignments will be posted and discussed in Moodle.
5. **Assignments and projects are due on specific dates. This work will not be accepted after the due date unless prior arrangements were made with your instructor. Technical issues cannot be used as a valid excuse for handing in late work.**
6. You will be required to complete a quiz for each chapter. When taking the quiz, please take your time and read each question carefully.

7. Major exams will be given after every three chapters of the textbook. Arrangements must be made in advance if a student is going to be absent on the day of a test. Tests may not be made up if the student did not make arrangements before the exam.
8. There will be a final exam at the end of the semester.

Last Date to Change to Audit Status or to Withdraw with a W Grade: April 16, 2015.

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should first contact the instructor in order to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take your problem through the appropriate chain of command starting with the Department Head, the Dean, and lastly the Vice President for Academic Affairs.

Academic Dishonesty - Cheating & Plagiarism: Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct.

Official Means of Communication: Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly.

ADA Accommodations Policy: If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college's Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.

Tentative Class Schedule

Week 1 Aug 25	Welcome and introductions/class overview	Chap 1: Management Inf Systems
Week 2 Sep 1	Chap 1 continued	Project: TBA
Week 3 Sep 15	Project	Project
Week 4 Sep 22	Chap 2: Decisions and Processes	Chap Continued
Week 5 Sep 29	Chap 3: EBusiness	Chap 3 continued
Week 6 Oct 6	Exam 1	Chap 4: Ethics and Information Security
Week 7 Oct 13	Chap 4 continued	Project: Presentations

Week 7 Oct 13	Project: Presentations	Project: TBA
Week 8 Oct 20	Chap 5: Infrastructures	Chap 5 continued
Week 9 Oct 27	Chap 6: Business Intelligence	Chap 6 continued
Week 10 Nov 3	Exam 2	Project- TBA
Week 12 Nov 10	Chap 7: Networks Mobile Businesses	Chap 7 continued
Week 13 Nov 17	Project: TBA	Project: TBA
Week 14 Nov 24	Chap 8: Enterprise Applications	Chap 8 continued
Week 15 Dec 1	Chap 9: Systems Development and Project Management	Chap 9 continued
Week 16 Dec 8	Exam 3	Project- TBA
Week 17 Dec 15	Finals Week	

Instructor reserves the right to change any aspect of the course.