

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

**Semester/Year: FALL 2015**

**Lecture Hours: 3**

**Lab Hours: 0**

**Credit Hours: 3**

**Class Time: NET**

**Days: NET**

**Room: NET**

**Instructor's Name: Scott P. Nolan, MBA**

**Instructor's Contact  
Information: BU 110**

**Office Phone: 307-268-2506**

**Email:  
snolan@caspercollege.edu**

**Office Hours: M&W: 8:30-10am, TTH: 8:30-9:30, F: 9-10am**

**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

**Institutional Outcomes:**

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

**Program goals:**

- The School of Business and Industry provides students with the academic programs of general and specialized learning in preparation for responsible careers in the world of business.
- Students wishing to pursue a Bachelor's degree in Business can complete the first two years of a baccalaureate degree through Casper College by completing requirements for a degree in Business Administration or Pre-Law Business. The program provides students with the opportunity to transfer at junior standing to a four-year college or university.
- Business majors have the opportunity to pursue a top-quality two-year degree in Management, Leadership, or Entrepreneurship that provides the skills and abilities to succeed in the business world upon graduation.
- This educational experience enables students to develop the expertise needed to function in a business environment and to develop an understanding of the social and economic forces shaping the future of the world's economy.

## **Course Goal:**

The goal of this course is to provide a broad overview of the key issues surrounding information systems and the effect 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

## **Course Objectives –**

- 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

**Methodology:** This is an online course using a variety of resources to introduce and reinforce concepts. Use of Moodle and Connect are required. Also, use of Microsoft Office products will be required including:

- Microsoft Word
- Excel
- PowerPoint
- Publisher
- Access

Resources that will be used in this course include but are not limited to:

- Web portal resources
- Homework
- Research project(s)
- Chapter case studies
- Assignment submissions
- Quiz submissions
- Exam submissions

**Evaluation Criteria:**

Homework 15%	A: 90-100%
Quizzes 15%	B: 80-89%
Projects 30%	C: 70-79%
Exams 30%	D: 60-69%
Discussion posts 10%	F: 59 & below

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

**Required Text, Readings, and Materials:**

- *Business Driven Information Systems*, Baltzan, 5<sup>th</sup> edition with connect card access
- Flash drive to store data files
- Access to Microsoft Office 2007 or Microsoft 2010 Professional versions

**Class Policies: Last Date to Change to Audit Status or to Withdraw with a W Grade:**

- Thorough reading of assigned text and supplementary materials is expected.
- Active, informed participation and intellectual engagement in discussions is expected.
- Students are expected to attend all classes for which they are registered and are accountable for all class work during an absence. Non-attendance at a required class, laboratory, or field trip constitutes an absence. Excessive absences or tardiness may result in a lowered grade; and, at the discretion of the college administration, a student who fails to attend regularly may be asked to withdraw from the college. A record of absence is kept by the instructor. For further information, please refer to the Casper College attendance policy. Attendance includes being on time to class and remaining in class for the duration of the class time.
- Exams will be given on pre-announced dates. If a student is going to be absent on the day a test is to be given, arrangements must be made with the instructor **before** the absence. Test may not be made up if the student has not made arrangements with the instructor before the absence.
- Assignments/projects/papers/quizzes are due on the specified date/time. No assignments/projects/papers/quizzes will be accepted after the due date unless arrangements are made prior to the due date. Technical malfunctions are not a valid excuse for handing in late work.
- The last day to audit or drop the class is November 12, 2015.
- Electronic devices must be shut off or put on silent and placed in a purse or backpack.

**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 to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head/Program Director, 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 for more information on this topic.

**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. This is also, where you will find course evaluation links during course evaluation periods.

**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](mailto: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.

**Course Calendar: Tentative Schedule: Subject to change**

<b>All work for each week is due by Sunday at 11:55 PM</b> <b>This includes any reading, quizzes, exams, papers, homework, etc.</b> <b>Late work WILL NOT be accepted or graded. Plan ahead.</b>		
Week	Dates	Content
1	8/24-8/30	Ch 1: Management Information Systems: Business Driven MIS Homework and Quiz in Connect, discussion post in moodle
2	8/31-9/6	Ch 2: Decisions & Processes: Value Driven Business Homework and Quiz in Connect, discussion post in moodle
3	9/7-9/13	<b>Project 1: Emerging Tech Paper and PPT - details will be posted in moodle</b>
4	9/14-9/20	Ch 3: Ebusiness: Electronic Business Value Homework and Quiz in Connect, discussion post in moodle
5	9/21-9/27	Ch 4: Ethics & Information Security: MIS Business Concerns Homework and Quiz in Connect, discussion post in moodle
6	9/28-10/4	<b>Exam 1</b>
7	10/5-10/11	<b>Project 2: TBA - details will be posted in moodle</b>
8	10/12-10/18	Ch 5: Infrastructures: Sustainable Technologies Homework and Quiz in Connect, discussion post in moodle
9	10/19-10/25	<b>Fall Break Week - No work</b>
10	10/26-11/1	Ch 6: Data: Business Intelligence Homework and Quiz in Connect, discussion post in moodle
11	11/2-11/8	Ch 7: Networks: Mobile Business Homework and Quiz in Connect, discussion post in moodle
12	11/9-11/15	<b>Exam 2</b>
13	11/16-11/22	Ch 8: Enterprise Applications: Business Communications Homework and Quiz in Connect, discussion post in moodle
14	11/23-11/29	Ch 9: Systems Development and Project Management: Corporate Responsibility Homework and Quiz in Connect, discussion post in moodle
15	11/30-12/6	<b>Exam 3</b>
16	12/7-12/13	<b>Project 3: TBA - details will be posted in moodle</b>
17	12/14-12/16	<b>Final Exam in Connect</b>