

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

<u>Year and Semester</u>	2019 Spring (Feb 25, 2019 - June 21, 2019)
<u>Course Name</u>	Management Information System
<u>Course Code</u>	MIS465
<u>Course Type</u>	☐ General Education (Required) ☐ General Education (Elective) ☐ Professional Course (Required) ☐ Professional Course (Elective) ☒ Basic Disciplinary Course
<u>Course Credits</u>	3
<u>Course Hours</u>	48
<u>Prerequisites</u>	Fundamental of Computer Science; Database System
<u>Instructor</u>	Guanyu Liu
<u>Contact Information</u>	Office: XingZhiBuilding 314 Tele: (010)83951181 Email: liuguanyu@cueb.edu.cn
<u>Office Hour</u>	W: 13:30—15:30; Th: 13:30—15:30; F: 10:00—12:00
<u>Grade/Section</u>	Y01 (2016IT)
<u>Course Time/Place</u>	Y01 (2016IT) 5#111 T 08:00-09:50 and W 10:10-12:00
<u>Textbook</u>	Management Information Systems: Managing the Digital Firm, Global Edition (14 th Edition)
<u>Reference Book</u>	Database Systems Concept, Sixth Edition by Abraham Silberschatz , Henry F Korth and S, Sudarshan

The textbook and reference book mainly cover the knowledge that instructor introduced in the class, but not limited to these books, students should have the ability to search and expose to the resources to support study.

Course Description

This course is for students to acquire a basic understanding about information system and the interrelationships between information system and business. In nowadays, information system has become a very decisive instrument for both enterprise and government. A well-developed and well-diffused information system could help organization to achieve a better operation, to promote R&D, and to optimize the decisions therefore to increase the competitive advantages. Basically, this course is a multi-disciplinary module which encloses management, business as well as computer science.

Student Learning Objectives

After completing this course, students will be able to:

At the completion of this unit students will have knowledge and understanding of:

- the major objectives of information system;
- the management issues relate with information system
- the techniques and tools to design and implement information system
- how to use management information system to optimize daily work

Teaching Methods

This course contains lectures, class discussions, homework, quizzes, presentation and exams. Textbook content will be introduced first. Then real case and practice questions will be delivered to students as a way to test their understanding of the knowledge. This will require individual or group assignment in class.

Grade Criterion

Component	Weight	Description
Final Exam	20%	A cumulative final examination will be given based on all of the contents of the class. The exam paper may be composed of multiple-choice questions, short answer questions, essay questions and practice problems. Students should rely primarily on homework assignments to give them a sense of what they may see for material on exams.
Mid-Term Test	20%	A cumulative midterm test will be given based on all of the contents that have been taught in class. The test paper may be mainly composed of multiple-choice questions and it should be completed within 60 minutes in class.
Homework	15%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. The graded assignments will be kept by the tutor for reference and won't be returned to students.
Quizzes	15%	There will be at least 2 quizzes during the semester. Quizzes may or may not be announced in advance. It may also be used as a way to check the attendance. Quizzes will test your knowledge of both concepts and the application of those concepts.
Presentation	10%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. The topics can be selected from the textbook or lectures. Each group need to finish a PPT related to the topic which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in a question and answer at least 5 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below
Total	100%	

Detailed Grade Computation

	Before Midterm	After Midterm
Attendance	5%	5%
Participation	5%	5%
Homework	5%	10%
Quizzes	5%	10%
Presentation		10%
Midterm test	20%	
Final exam		20%
Total	40%	60%

Grading Policy

A+ 97-100	A 93-96	A- 90-92	B+ 87-89	B 83-86	B- 80-82
C+ 75-79	C 70-74	C- 67-69	D+ 63-66	D 62-60	F 0- 59

Exam Schedule

Midterm Test: April 15-19, 2019; Final Exam: June 17-21, 2019.

Assessment of Student Performance

☛ Self-Study and Reading ability Practice

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

☛ Homework

Students should finish their homework by themselves. Copying from others will be treated as cheating and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be reduced in score by 50%.

☛ Attendance

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ♦ Being late for 15 minutes or more is considered an absence.
- ♦ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ♦ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly. but students are welcome to continue attending classes.
- ♦ An incomplete grade (I) will be considered in case of medical or family emergencies.

☛ Participation

- ♦ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.

- ♦ Students should also use office hours to ask questions or talk with the instructor for good communication and effective learning.
- ♦ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ♦ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ♦ All above behaviors will be solely evaluated by the instructor for scoring.

Textbook

Students must bring the textbook to class.

Topical Course Outline

Week	Topics	Homework
1	● Course Introduction and Syllabus ● Chapter 1 Organizations, Management and the Networked enterprises	_____
2	● Chapter 2 Global E-business and Collaboration	_____ _____
3	● Chapter 3 Information systems, Organizations and Strategy	
4	● Chapter 4 Ethical and Social Issues in Information Systems	
5	● Chapter 5 IT Infrastructure and Emerging Technologies	
6	● Chapter 6 Foundations of Business Intelligence: Database and Information Management	
7	● Chapter 7 Telecommunications, The Internet, and Wireless Technology	_____
8	● Chapter 8 Securing Information Systems	_____
9	● Chapter 9 Achieving Operational Excellence and Customer Intimacy	_____
10	Labor Holiday	
11	● Chapter 10 E-Commerce: Digital Markets, Digital Goods	_____
12	● Chapter 11 Managing Knowledge	
13	● Chapter 12 Enhancing Decision Making	_____
14	● Chapter 13 Building Information Systems	
15	● Chapter 14 Managing Projects and Global Systems	
16	Final Wrap up	_____
17	Final Examination	_____

***Note:** Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or exams. A review in Chinese may be held during L.C. and O.H. in the semester.*

Teacher's Office Hour

- ♦ The instructor's office hour is shown in the front of the office door.
- ♦ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ♦ The time can be scheduled by instructors or students, or both.

Cheating and Plagiarism

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

Important Dates

Spring Semester, 2019	February 25, 2019— July 15, 2019
Feb.25	Classes Begin
April.5	Qingming Holiday
April.19	Sport Meeting
April.15 - 19	Mid-term Test
May.1	Labor Holiday
June.7	Duanwu Holiday
June.17 - 21	Final Exam Period
July.15	Summer Vacation Begins

***Note:** This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.*

Instructor: Guanyu Liu

Department Head: Jingning Li

