

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

Year and Semester	2026 Spring						
Course Name	Management Information System						
Course Code	BOP201						
Course Type	<input type="checkbox"/> General Education (Required) <input type="checkbox"/> General Education (Elective) <input checked="" type="checkbox"/> Basic Disciplinary Course <input type="checkbox"/> Professional Course (Required) <input type="checkbox"/> Professional Course (Elective) <input type="checkbox"/> Professional Course (Expanded) <input type="checkbox"/> Professional Course (Advanced)						
Course Credits	3						
Course Hours	Total Hours	Class	48	Lecture Hours	48	Experiment (Computer) Hours	0
Applicable object	<input type="checkbox"/> Freshman <input checked="" type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior						
	<input checked="" type="checkbox"/> Business Administration (Accounting)						
	<input type="checkbox"/> Information Management and Information Systems (Finance)						
Prerequisites	Principles of accounting/ Management accounting/ Cost accounting						
Instructor	Lucy You						
Contact Information	Office: C204						
	Tele: (010)83951123						
	Email: youxiangyu@cueb.edu.cn						
Office Hour	M: 8:00-9:35 T: 8:00-9:35 W: 8:00-9:35						
Learning Centre	M:18:00-20:00 (online) TH:8:00-9:35						
Grade/Section	24 级工商管理 (国际会计) 1/2/3/4 班						
Course Time/Place	M:9:55—12:20 / A102 (24 级工商管理 (国际会计) 4 班) T:9:55—12:20 / A204 (24 级工商管理 (国际会计) 3 班) W:9:55—12:20 / 慎思楼-411 (24 级工商管理 (国际会计) 2 班) TH: 9:55—12:20 / A101(24 级工商管理 (国际会计) 1 班)						
Textbook	Marshall B. Romney, Paul John Steinbart, 2016 , Accounting Information Systems, 12th Edition, Pearson Press, ISBN 978-7-300-23462-5						

Reference Book

Financial Times

BBC News

Course Description

Management Information System is a course for training students to apply the related knowledge of management information system to the practice of enterprise management. Grounded in Xi Jinping Thought on Economy, this course aligns with high-quality development and the digital economy, integrating MIS theory with enterprise practice to cultivate professionals serving national strategies. Guided by the New Development Philosophy (innovation, coordination, openness, sharing), it teaches students to use MIS tools to optimize data allocation, serve supply-side reform, support enterprise digital transformation, and underpin the "dual circulation" strategy. It also strengthens awareness of data security risk governance (e.g., critical information infrastructure protection) to help enterprises build

digital security barriers. Through a "theory-case-practice" approach, the course develops abilities to: collect/process multi-source economic data for decisions, design efficient transaction flowcharts, identify data management economic risks and propose improvements, and demonstrate "serving high-quality development with data" via professional communication—ultimately aiding enterprises in steady progress toward Chinese modernization.

Student Learning Objectives

On successful completion of this exam, candidates should be able to:

Knowledge	<ul style="list-style-type: none"> • Describe the data processing steps in the expenditure cycle, revenue cycle, production cycle, and human resources cycle, including the specific operations of data collection, storage, processing, and output. • Identify the main risk points faced by a company in asset management, data storage, transaction processing, etc., including risks of asset misappropriation, data leakage, system failure, etc. • Understand the basic concepts and terminology of management information systems, including the components of an information system, enterprise resource planning (ERP) system architecture, database management systems, etc. • Explain the main transaction processing flows of an organization and be able to describe how information flows between departments in each business process and how it supports management decision-making.
Capability	<ul style="list-style-type: none"> • Analyze the organization's main transaction processing flows and be able to identify key control points and potential weaknesses within the processes. • Use simple flowcharts and data flow diagrams to illustrate the enterprise's main transaction flows, and be able to draw business process diagrams using standard symbols.
Mindset	<ul style="list-style-type: none"> • Maintain a prudent attitude in business process design, giving full consideration to internal control requirements and risk management needs. • Maintain logic, accuracy, and practicality when developing financial reporting systems, ensuring that the system design aligns with business realities. • Maintain objectivity and a sense of responsibility when providing recommendations to management, proposing improvement plans based on facts and data.

Website Source

<http://www.ft.com/home/asia>

<http://bbc.co.uk>

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 or after class.

Grade Criterion

Component	Weight	Description
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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, 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 50 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 or course related materials. Each group needs 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%
Mid-Term Test	20%	
Final exam		20%
Total	40%	60%

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 (original)

Week	Topics	Content	Homework
1	<ul style="list-style-type: none"> ● Syllabus ● Chapter1: Accounting Information Systems: An Overview ● Review 	<ul style="list-style-type: none"> ● Chapter1 1.1 Information Needs 1.2 Business Processes 1.3 Accounting Information systems ● Review Chinese review for chapter 1.1~1.3 	Exercises for Chapter 1
2	<ul style="list-style-type: none"> ● Preview ● Chapter2: Overview of Transaction Processing and Enterprise Resource Planning 	<ul style="list-style-type: none"> ● Preview PPT or videos for chapter 2 ● Chapter2 2.1 Transaction Processing: The Data 	Homework for Chapter 2

	<p>Systems</p> <ul style="list-style-type: none"> ●Review 	<p>Processing in input and Storage</p> <p>2.2 Transaction Processing: The Data Processing in data processing and output</p> <ul style="list-style-type: none"> ●Review <p>Chinese review for chapter 2.1~2.2</p>	
3	<ul style="list-style-type: none"> ●Chapter2: Overview of Transaction Processing and Enterprise Resource Planning Systems 	<ul style="list-style-type: none"> ●Chapter2 <p>2.3 Enterprise Resource Planning(ERP) systems</p> <p>(When introducing the "Enterprise Resource Planning (ERP) System," the national "14th Five-Year Plan for Digital Economy Development" is referenced to help students understand that enterprise informationization is the micro-level foundation of the national "Cyberpower" strategy.)</p>	_____
4	<ul style="list-style-type: none"> ●Chapter 3: :Systems Documentation Techniques ●Review 	<ul style="list-style-type: none"> ●Chapter 3 <p>3.1 Data Flow Diagrams Exercises</p> <ul style="list-style-type: none"> ●Review <p>Chinese review for chapter 3.1</p>	
5	<ul style="list-style-type: none"> ●Chapter 3: :Systems Documentation Techniques ●Review 	<ul style="list-style-type: none"> ●Chapter 3 <p>3.2 Flowcharts</p> <ul style="list-style-type: none"> ●Review <p>Chinese review for chapter1~ 3</p>	Homework for Chapter 3
6	<ul style="list-style-type: none"> ●Quiz 1-3 ●Q&A ●Homework explanation 	<ul style="list-style-type: none"> ●Quiz 1-3 ●Q&A ●Homework explanation 	_____
7	<ul style="list-style-type: none"> ●Preview ●Chapter 4: Relational Databases ●Review 	<ul style="list-style-type: none"> ●Preview •PPT or videos for chapter 4 ●Chapter 4 <p>4. 1 Database Systems</p> <p>4 .2 Relational Databases Exercises</p> <ul style="list-style-type: none"> ●Review <p>•Chinese review for chapter4.1~ 4.2</p>	_____
8	<ul style="list-style-type: none"> ●Chapter 4: Relational Databases ●Review 	<ul style="list-style-type: none"> ●Chapter 4 <p>4 .3 Database Systems and the Future of Accounting</p> <p>(When introducing "Database Systems and the Future of Accounting," the technological breakthroughs of domestic software companies in the fields of cloud computing and big data are presented to showcase the independent innovation achievements of Chinese enterprises in key core technology areas.)</p> <ul style="list-style-type: none"> ●Review <p>•Chinese review for chapter4.3</p>	Homework for Chapter 4

9	<ul style="list-style-type: none"> ●Mid-term Test ●Q&A 	<ul style="list-style-type: none"> ●Mid-term Test ●Q&A 	—
10	<ul style="list-style-type: none"> ●Preview ●Chapter 5: The Revenue Cycle: Sales to Cash Collections ●Review 	<ul style="list-style-type: none"> ●Preview •PPT or videos for chapter 5 ●Chapter 5 5.1 Revenue Cycle Information System ●Review •Chinese review for chapter 5.1 	—
11	<ul style="list-style-type: none"> ●Chapter 5: The Revenue Cycle: Sales to Cash Collections ●Review 	<ul style="list-style-type: none"> ●Chapter 5 5.2 Sales Order Entry 5.3 Shipping ●Review •Chinese review for chapter 5.2~5.3 	—
12	<ul style="list-style-type: none"> ●Preview ●Chapter 5: The Revenue Cycle: Sales to Cash Collections ●Chapter 6: The Expenditure Cycle: Purchasing to Cash Disbursements ●Review 	<ul style="list-style-type: none"> ●Preview •PPT or videos for chapter 6 ●Chapter 5 5.4 Billing 5.5 Cash Collection ●Chapter 6 6.1 Expenditure Cycle Information System (When introducing the "Risk Control in Revenue Cycles and Expenditure Cycles," the relevant requirements of the "Cybersecurity Law of the People's Republic of China" and the "Data Security Law" are incorporated to guide students in discussing the potential harm that corporate data breaches could cause to national security and the social economy.) ●Review •Chinese review for chapter 5.4~6.1 	Homework for Chapter 5
13	<ul style="list-style-type: none"> ●Quiz ●Chapter 6: The Expenditure Cycle: Purchasing to Cash Disbursements ●Review 	<ul style="list-style-type: none"> ●Quiz4-5 ●Chapter 6 6.2 Ordering Materials, supplies,and Services 6.3 Receiving ●Review •Chinese review for chapter 6.2~6.3 	—
14	<ul style="list-style-type: none"> ●Chapter 6 : The Expenditure Cycle: Purchasing to Cash Disbursements ●Q&A 	<ul style="list-style-type: none"> ●Chapter 6 6.4 Approving Supplier Invoices (When introducing the topic of internal control and risk management, the integrity responsibility shouldered by accounting personnel and information system managers is emphasized.) ●Q&A 	Homework for Chapter 6
15	Presentation	Presentation	—
16	Presentation	Presentation	—

	●Q&A	●Q&A
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Note: Xuexitong and the WeChat group will be used as the main teaching methods. The WeChat group will be mainly used to inform the students daily study activities and tasks. Xuexitong will be used as the main study platform to organize the study activities, including PPTs and some learning materials. Some chapters or sections may be left for self-study, which are the students' duty to learn and understand, they may also be included in the quizzes or exams.

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

Midterm Test	Week 9 or 10
Final Exam	Week 18 or 19 (Refer to the notice of the Academic Affairs Office)

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: _____

Department Head: _____

