## Course Syllabus and Schedule for ISM 3011_11056 2017 Spring Semester

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<td><strong>Is this a DL Course?</strong></td>
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<td><strong>Course URL</strong></td>
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<td><strong>Prerequisites</strong></td>
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### Instructor Information

**Instructor**

Arthur Tomasino, PhD. The instructor of this course has a Ph.D. in Business Administration, specializing in Information Systems and is a Visiting Assistant Professor of the ISOM department at LCOB.

**Office Location**

Lutgert Hall 2318

**Phone Number**

239-590-3709

**E-Mail Address**

atomasino@fgcu.edu *(best way to contact me!!)*

**Office Hours**

M: 1:00 – 5:00PM, W: 2:00 – 6:00 PM or by appointment

### Important Note:
All faculty members are required to use Canvas to confirm a student’s attendance for each course by the end of the first week of classes. Failure to do so will result in a delay in the disbursement of your financial aid. The confirmation of attendance is required for all students, not only those receiving financial aid. Every student must complete a mandatory activity in Canvas during the first week, which is the “Introduce Yourself” discussion forum in this course.

### Course Information

**Description**

Overview of information systems technology, including flow and control of information in an organization and use in decision-making. Focuses on information systems' strategy case studies, current security issues, and technology platforms to prepare students to utilize IT for exploring opportunities and solving problems in a global business environment. **Junior standing required.**

ISM 3011 is built on basic computer hardware and software knowledge taught in CGS 1100 and/or COP 1500. Business majors learn how business information systems are used to gather, integrate, share, and process information so that the organization operates more efficiently. This knowledge will be applied in ACG 3401, GEB 4890, and other upper division business courses to evaluate business processes, solve business problems, and formulate business strategies.

**Student Learning Outcomes**

After successfully completing this course, students will be able to:

1. **Communicate effectively**
   
   *Corresponds to LCOB Learning Goal:* Be effective communicators.

   **Assessment Methods:** Reports and Discussions

   - Be able to use correct IT terminologies properly.
   - Be able to check spelling and grammar using a tool available in a word processor or editing tools when available.
   - Be able to properly format a report using headings, subheadings.
   - Be able to use reliable sources to support claims.
   - Be able to provide reference and citation information properly.
2. **Recognize various information systems used for improving efficiency and effectiveness and decision-making**  
*Supports LCOB Learning Goal: Have interdisciplinary business knowledge.*  
*Assessment Methods: Exam, HW, Report and Quiz*  
- Recognize characteristics of various information systems.  
- Recognize benefits from various information systems.  
- Recognize cost and issues of various information systems.

3. **Explain how organizations leverage IT resources to gain competitive advantage in the global economy**  
*Corresponds to LCOB Learning Goal: Be effective problem solvers.*  
*Assessment Methods: Exam, Report and Quiz*  
- Recognize or describe frameworks of competitive advantages and IS (Five Forces, value chain, systems thinking, generic strategies, etc.).  
- List problems or issues that could be solved by application of IS in business.  
- Make recommendation of adoption of IS or ways to improve IS.  
- Explain how the expected result is related to creation of competitive advantage.

4. **Select strategies for acquiring and evaluating IT capabilities (IT/IS sourcing)**  
*Corresponds to LCOB Learning Goal: Be effective problem solvers.*  
*Assessment Methods: Exam, Report and Quiz*  
- Recognize and describe available options to acquire IS/IT capabilities (IT/IS sourcing).  
- Recognize and describe pros and cons of available options to acquire IS/IT capabilities.  
- Make a recommendation.

5. **Recognize the sources of information security threats and ethical implications associated with information security and privacy issues, and explain how organizations address these issues**  
*Corresponds to LCOB Learning Goals: Understand the business environment. Be effective problem solvers.*  
*Assessment Methods: Exam, Quiz, Report and Discussion*  
- Recognize issues associated with network and mobile technologies.  
- Recognize or describe the sources of information security threats.  
- Recognize information security and privacy regulations and standards with which business must comply.  
- Recognize or describe approaches and technologies that could be used by business to meet the information security and privacy regulations and standards (technologies and employee training, etc.).  
- Recognize the ethical implications of information security, data collection & sharing, and privacy.

**Required Materials**  
**Required Software:**  
- Internet access and web browser  
- PDF reader such as Adobe Acrobat Reader ([http://get.adobe.com/reader/](http://get.adobe.com/reader/))  
- Microsoft Word, Excel and Access 2010 or newer and a simple text editor (e.g. Notepad).  
- Simple text editor such as Notepad.  
- SAP Front End (available for free download in Canvas for Windows PC).  
- Most of the above (except for SAP Front End) are available in most computer labs and at the Library on FGCU main campus.
- All of them (including SAP Front End) are available in the FGCU Virtual Lab ([http://aets.fgcu.edu/vlab.asp](http://aets.fgcu.edu/vlab.asp)).

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<thead>
<tr>
<th>Course Topics</th>
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<tr>
<td>- Various information systems commonly used by business including database, DW, BI, OLAP, web analytics, data mining, CRM, ERP, Social Media Systems</td>
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<tr>
<td>- Systems thinking, Porter’s Five Forces Model, generic strategies, value chain, IT impact on business operations, impact of technology innovation on business operations, quality of data, e-business models, ethical, legal, security, global issues</td>
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<tr>
<td>- IT infrastructure and enterprise architecture, IS development, IT/IS sourcing options (cloud computing vs on premise), SaaS, PaaS, and IaaS</td>
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<td>- Network and mobile technologies and associated issues, approaches and technologies to improve availability, flexibility and security of IT infrastructure</td>
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<td>- Security standards and regulations such as SOX, PCI DSS, etc.</td>
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<td>- Ethical issues associated with data collection and sharing.</td>
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<tr>
<th>Grading Policy</th>
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<tr>
<td><strong>Graded Activities and Assignments</strong></td>
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<tr>
<td>Exams (exams have prerequisite activities to complete)</td>
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<tr>
<td>Midterm Exam (Exam 1)</td>
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<tr>
<td>Final Exam (Exam 2)</td>
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<tr>
<td>Quizzes (most quizzes have prerequisite activities to complete)</td>
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<tr>
<td>10 out of 14 Quiz Scores (Lowest 4 Scores Dropped)</td>
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<tr>
<td>Ethics Discussions</td>
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<tr>
<td>2 Discussions</td>
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<tr>
<td>Homework Assignments</td>
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<tr>
<td>Web Page</td>
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<td>Relational database</td>
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<td>ERP</td>
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<td>Pivot Table</td>
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<tr>
<td>MyMISLab Writing Assignments</td>
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<tr>
<td>4 out of 5 Reports (Lowest Score Dropped)</td>
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<td>Total</td>
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**Grading Policy:** Grading Policy below will be strictly applied. **(e.g. 69.99 will be a D).**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Score Range</th>
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<tr>
<td>A</td>
<td>100 - 90%</td>
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<tr>
<td>B</td>
<td>&lt; 90 - 80%</td>
</tr>
<tr>
<td>C</td>
<td>&lt; 80 - 70%</td>
</tr>
<tr>
<td>D</td>
<td>&lt; 70 - 60%</td>
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<tr>
<td>F</td>
<td>&lt; 60%</td>
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**Individual assignment rubrics policy:**
The instructor reserves the right to fine-tune the grading of individual assignments as appropriate, giving scores not specified in the attached rubrics on Canvas.

**No extra credit or additional assignments:**
Please be aware that FINAL GRADES FOR THIS COURSE ARE FINAL. No extra credit or additional assignments are available at the end of the course.

**Turnitin.com:**
Students who take this class must prepare electronic copies of some or all assignments to submit them to Turnitin.com for the detection of plagiarism. The University expects that all students will be evaluated and graded on their own work. If you use language, data or ideas from other sources, published or unpublished, you must take care to acknowledge and properly cite those sources. Failure to do so constitutes plagiarism. Papers that are submitted to Turnitin.com become part of the Turnitin.com student paper database solely for the purpose of detecting plagiarism.

“Credit hour” statement (developed by the LC OB):
For each credit of a class, you should expect to spend one hour in class and an average of 2 hours preparing outside of class each week. Therefore, since this is a 3-credit class, you should plan to devote an average of nine hours a week to this class.

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<tr>
<th>Policy regarding missed exams and assignment completion deadlines</th>
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<tr>
<td>• Per policy, no make-ups for missed exams are administered (except for authorized and excused absences specified in the university catalog). A student who seeks an authorized or excused absence must submit documentation (such as a physician’s note) to the instructor in a timely manner. See the university catalog for more information.</td>
</tr>
<tr>
<td>• No late assignments will be accepted for any reasons except the authorized and excused absences specified in the university catalog. A student who seeks an authorized or excused absence must submit documentation (such as a physician’s note) to the instructor in a timely manner. See the university catalog for more information.</td>
</tr>
<tr>
<td>• Unfortunately, &quot;dropped by the University for not paying the full tuition&quot; is not an authorized and excused absence as specified in the university catalog.</td>
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<tr>
<td>• An emergency situation such as unavailability of or inaccessibility to CANVAS due to network problems will be considered by the instructor on a case by case basis. Students must submit documentation (such as a screenshot of error messages) to the instructor in a timely manner.</td>
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<tr>
<th>Statement on e-mail usage in Eagle Mail and CANVAS email</th>
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<tbody>
<tr>
<td>In addition to CANVAS and MyMISLab activities and assignments, we will use FGCU Eagle Mail as another communication method. Students are expected to check Canvas mail and Eagle Mail on a daily basis.</td>
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<tr>
<th>Last Day to withdraw</th>
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<tr>
<td>Be aware that Friday, March 24 is the last day to withdraw from class without academic penalty.</td>
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<tr>
<th>Disclaimer</th>
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<tbody>
<tr>
<td>Assignments, schedules &amp; due dates, instructions, and other course information presented in Canvas and MyMISLab are integral components of the course material and are hereby incorporated as part of this syllabus. The instructor reserves the right to change, modify, alter, or transform any part of this syllabus, provided only that notice thereof is given to or at any party or parties that are thereby affected, subject to the rules and regulations of Florida Gulf Coast University.</td>
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**University Statements**

**Academic Behavior Standards and Academic Dishonesty**
All students are expected to demonstrate honesty in their academic pursuits. The university policies regarding issues of honesty can be found in the FGCU Student Guidebook under the Student Code of Conduct and Policies and Procedures sections. All students are expected to study this document which outlines their responsibilities and consequences for violations of the policy. The FGCU Student Guidebook is available online at http://studentservices.fgcu.edu/judicialaffairs/new.html.

Sanctions for academic dishonesty may include receiving an “F” in this course – FGCU may impose additional penalties. Any incidents of academic dishonesty may be referred to the FGCU Office of Judicial Affairs. Please look up the definition of plagiarism – it includes copying something off the Internet & submitting it as your own work. Some examples of what is not acceptable:

- Working with another student & turning in the same work (e.g. spreadsheet, database, etc.)
• Emailing or posting your work to let someone else “just see how you did it”.
• Copying someone’s assignment or copying something from a book or the Internet.
• Giving or receiving help from someone (in person, online or on the phone) during an online test.
• Telling someone else what is on a test.

Examples of what is acceptable:
• Discussing how to approach an assignment with another student.
• Showing someone where they might have made a mistake on an assignment.
• Asking the professor for help.

University Nondiscrimination Statement
Florida Gulf Coast University is committed to ensuring equity and fairness for all University employees, students, visitors, vendors, contractors and other third parties. As such, the University prohibits discrimination on the bases of race, color, national origin, ethnicity, religion, age, disability, sex (including sexual harassment/assault), gender identity/expression, marital status, sexual orientation, veteran status or genetic predisposition with regard to admissions, employment, programs or other activities operated by the University. This prohibition extends to enforcement of Title IX of the Education Amendments of 1972. Questions or complaints should be directed to the Office of Institutional Equity and Compliance (OIEC). The OIEC’s phone number is (239)745-4366; the OIEC email address is OIEC@fgcu.edu.

Disability Accommodations Services
Florida Gulf Coast University, in accordance with the Americans with Disabilities Act and the university’s guiding principles, will provide classroom and academic accommodations to students with documented disabilities. If you need to request an accommodation in this class due to a disability, or you suspect that your academic performance is affected by a disability, please see me or contact the Office of Adaptive Services. The Office of Adaptive Services is located in the Wellness Building. The phone number is 239-590-7956 or Video Phone (VP) 239-243-9453. In addition to classroom and campus accommodations, individuals with disabilities are encouraged to create their personal emergency evacuation plan and FGCU is committed to providing information on emergency notification procedures. You can find information on the emergency exits and Areas of Rescue Assistance for each building, as well as other emergency preparedness materials on the Environmental Health and Safety and University Police Department websites. If you will need assistance in the event of an emergency due to a disability, please contact Adaptive Services for available services and information.

Student Observance of Religious Holidays
All students at Florida Gulf Coast University have a right to expect that the University will reasonably accommodate their religious observances, practices, and beliefs. Students, upon prior notification to their instructors, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances. Where practicable, major examinations, major assignments, and University ceremonies will not be scheduled on a major religious holy day. A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence.

How To Log Into the Course in CANVAS
• If you have not already done so, activate your FGCU EagleMail Account. Your FGCU EagleMail account MUST be activated to log in to CANVAS. If you are a first-time student, you will need your PIN and Eagle ID, both of which are assigned at registration.
  o If you don’t know your PIN, you will need to go to the Registrar’s Office to retrieve it.
  o To activate your account, visit http://icarus.fgcu.edu:8080/EagleMail/UpdateAccount.jsp?mode=activate.
• Log in to CANVAS at http://canvas.fgcu.edu. You need to use FGCU EagleMail account and password to log in.
  o Place a mouse over “Courses” (do NOT click it).
  o Select ISM 3011
# ISM 3011 Spring 2017 Tentative Schedule (Subject to Change)

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<th>Weeks/Dates</th>
<th>Topics</th>
<th>Graded Assignments Due</th>
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<tr>
<td>Wk1 (Jan 9-13)</td>
<td>Syllabus, Course Introduction</td>
<td>Mandatory assignment – Discussion Forum: Introduce Yourself <em>Due Jan 15 (Sun)</em></td>
</tr>
<tr>
<td>Wk2 (Jan 17-20)</td>
<td>Systems Thinking and Ethics</td>
<td>Systems Thinking &amp; Ethics Quiz</td>
</tr>
<tr>
<td>Wk3 (Jan 23-27)</td>
<td>Ch 1</td>
<td>Ch 1 Quiz &amp; its prerequisites, MIS1 Importance of MIS</td>
</tr>
<tr>
<td>Wk4 (Jan 30-Feb 3)</td>
<td>Ch 2, Business Ethics</td>
<td>Ch 2 Quiz &amp; its prerequisites, 1st message of Business Ethics 1 Discussion</td>
</tr>
<tr>
<td>Wk5 (Feb 6-10)</td>
<td>Ch 3, Business Ethics</td>
<td>Ch 3 Quiz &amp; its prerequisites, MIS3 Competitive Strategy report, 2nd message of Business Ethics 1 Discussion</td>
</tr>
<tr>
<td>Wk6 (Feb 13-17)</td>
<td>Ch 4</td>
<td>Ch 4 Quiz &amp; its prerequisites, &quot;About Me&quot; Web Page</td>
</tr>
<tr>
<td>Wk7 (Feb 20-24)</td>
<td>Ch 5</td>
<td>Ch 5 Quiz &amp; its prerequisites, Relational database HW</td>
</tr>
<tr>
<td>Wk8 (Feb 27-Mar 3)</td>
<td>Ch 6</td>
<td>Ch 6 Quiz &amp; its prerequisites, MIS6 The Cloud report</td>
</tr>
<tr>
<td>Wk9 (Mar 13-17)</td>
<td>Exam 1 (Midterm) (Ch1-6)</td>
<td>Midterm Exam: <em>Available Friday Mar 3, 2:00 PM Due Friday Mar 17, 2:00 PM</em></td>
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<tr>
<td>Wk10 (Mar 20-24)</td>
<td>Ch 7, ERP</td>
<td>Ch 7 Quiz &amp; its prerequisites, ERP HW</td>
</tr>
<tr>
<td>Wk11 (Mar 27-31)</td>
<td>Ch 8</td>
<td>Ch 8 Quiz &amp; its prerequisites, MIS8 Social Media report</td>
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<tr>
<td>Wk12 (Apr 3-7)</td>
<td>Ch 9</td>
<td>Ch 9 Quiz &amp; its prerequisites, Pivot Table</td>
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<tr>
<td>Wk13 (Apr 10-14)</td>
<td>Ch 10</td>
<td>Ch 10 Quiz &amp; its prerequisites, Systems Development Quiz</td>
</tr>
<tr>
<td>Wk14 (Apr 17-21)</td>
<td>Ch 11 &amp; Business Ethics</td>
<td>Ch 11 Quiz &amp; its prerequisites, Business Ethics 2 Discussion</td>
</tr>
<tr>
<td>Wk15 (Apr 24-28)</td>
<td>Ch12 &amp; Business Ethics</td>
<td>Ch 12 Quiz &amp; its prerequisites, MIS12 Security Management report, 2nd message of Business Ethics 2 Discussion</td>
</tr>
<tr>
<td>Wk16 (May 1-5)</td>
<td>Exam 2 (Final) (Ch7-12 and Business Ethics)</td>
<td>Exam 2 (Final Exam): <em>Available Friday Apr 28, 2:00 PM Due Friday May 5, 2:00 PM</em></td>
</tr>
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**Note:** All assignments except for Wk15 are due Friday at 2:00 PM EST.