

**DSCI 300                      Management Information Systems**

**Professor:** Dr. Gerald C. Gonsalves                      **Office:** 423 Beatty Center  
**Telephone:** 953-3990    **E-Mail:** gonsalvesg@cofc.edu

**Office Hours:** Monday and Wednesday 10:00-11:00 am, 2:00– 3:30 pm  
 And by appointment - Please call the professor during his office hours to schedule appointments.  
**Note:** There will be no office hours or appointments on the day of any exam.

**Class Sec & Hours:** Section 001, Call No. 12363      Monday, Wednesday & Friday 8:00 - 8:50 am  
 Section 002, Call No. 12364      Monday, Wednesday & Friday 9:00 - 9:50 am  
 Section 090, Call No. 12366      Monday & Wednesday 4:00 - 5:15 pm

**Prerequisites:** Junior standing with ACC 203, 204, DSCI 232, MATH 104 or 250.

**Required Text:** **Alternative 1 Textbook Package** by James O'Brien, "Introduction to Information Systems: Essentials for the e-Business Enterprise", 12<sup>th</sup> Edition. McGraw-Hill Irwin, 2004. ISBN 0073418013  
 The New textbook package includes a plastic wrap with a CD of "SimNet for Office 2003 Enterprise Edition." The CD is mandatory and will be used for computer assignments.

**OR**

**Alternative 2 e-Book:** Click the link, <http://ebooks.primisonline.com/eBookstore/index.jsp>  
 To purchase, follow the linked web pages by selecting "Business & Economics" then "Management Information Systems" and finally to the O'Brien e-book with ISBN 0390509434

If you buy the e-Book or Used textbook, you need to buy the "SimNet for Office 2003 Enterprise Edition" CD separately from the bookstore ISBN 0072966211.

[**Note:** The new text package also includes a "PowerWeb" label. This has a special code to access online resources intended to foster textbook material understanding. However, *PowerWeb is optional.*]

**Web Resources  
 for Text:**

<http://www.mhhe.com/business/mis/obrien/> Click on the icon for the 12<sup>th</sup> edition textbook above to get to the Online Learning Center. Click on "First Time Users" to register. Then click on "Student Edition" to access resources.

**Course Description:** Survey of transaction processing systems, management information systems, and decision support systems. Introduction of systems analysis concepts, and methodologies for information system design and development. Review the current issues, trends and future developments in business information processing and management. An information systems group project is required.

**Course Objectives:**

1. Introduce information systems concepts, terminology (e.g., TPS, MIS, DSS, EIS, databases), and provide an understanding of differences between various computer-based information systems.
2. Study current issues and trends in Information Technology, including E-Commerce, the impact of IT on organizations, managers, and users, as well as ethical, social and legal issues
3. Improve computer skills through individual assignments with spreadsheet, and other software
4. Use case studies of IT applications for business problem-solving and competitive advantage
5. Improve communication skills and teamwork through a group project and class presentation
6. Use Grading as a reward for consistent theoretical & practical work throughout the semester.

<b>Grading:</b>	Mid-Term Exams	32 %
	Final Exam	24 %
	Individual Assignments	12 %
	Team Project	16 %
	Cases / quizzes	6 %
	In-class activities/participation	6 %
	<u>Attendance</u>	<u>4 % to -4%</u>
	Total	100 %

Grades will be based on Percentage attained as follows:

A	90.0 – 100 %
B+	87.0 – 89.9 %
B	80.0 – 86.9 %
C+	77.0 – 79.9 %
C	70.0 – 76.9 %
D	60.0 – 69.9 %
F	below 60.0 %

**Exams:** There will be **three mid-term exams** and **final exam**. Exams will deal with the concepts discussed in class, and case studies. **The lowest of your three mid-term exam scores will be dropped.** The final exam will be comprehensive. Students should bring No. 2 lead pencils and a reliable eraser to all exams. The professor will provide Scantron sheets, but no pencils or erasers

***Makeup and Extra credit:***

**Refer to the Class Schedule for Exams and Assignment Due Dates. Mark your calendars with scheduled dates especially the final exam.** Makeup for a **midterm exam** missed due to a major medical problem or death in the family (need documented proof) will be at the end of the semester. Otherwise, a missed exam counts as your dropped score.

There is NO makeup for missed assignment, quiz, or case study. There will be NO extra credit work.

***Assignments and Case studies:***

During the semester, there will be **three computer assignments** and **two case studies** counting toward your grade. These are **mandatory**, and must be **completed by each student independently on time**. The objective is quality work, fulfilling all requirements, such as you will be expected to perform in your career. **You must follow all instructions for a maximum assignment grade.**

Case studies and assignments are due on the date specified in the schedule. **You will lose 10 % for every day late.** Case studies cannot be emailed. Details will be provided in class.

Assignments involve the MS Office 2003 applications of Excel 2003 and Access 2003. You will require the registration code that was supplied with the CD, in order to register for the first time and establish your username and password. Detailed computer requirements, procedures and restrictions will be explained in class.

***Attendance and Participation***

Attendance at class for the entire class period is not optional. Roll will be taken anytime during each class session. Unexcused absences, habitual tardiness or early exits will result in a reduction in your grade. Attendance contribution to the final grade will vary from +4% to -4% depending on the reduction (grading scale will be explained in class). Excuses must be provided in writing. You are responsible for all materials covered, and assignments given in the class regardless of attendance.

***Project:***

Students will be assigned to a project team. Each team will conduct research to write a paper on a selected IT topic. There will be a mandatory team presentation to the class. Details and requirements will be provided in class. Please refer to the class schedule for key project related activities and dates.

***Honor System and Academic Honesty:***

Academic honesty is expected and essential. Assignments and all the exams are to be performed independently by each student. You should not receive outside help or “tutoring” on any computer assignments. You should not work together with other students to complete your work, or help them with their work. If you do not understand the assignment, please ask the professor for clarification. But do not wait until the last day to do so.

The *Student Handbook* describes the Honor System at the College of Charleston. The **Honor Code** specifically forbids lying, cheating, attempted cheating, stealing, attempted stealing and plagiarism. Students are also expected to abide by the **Code of Conduct** as explained in the *Student Handbook*. Students at the College of Charleston are bound by their honor and by their enrollment at the College to abide by the codes and report violations. In addition, faculty members are required to report violations of the codes to the Office of Student Affairs. Penalties for violation range up to and include expulsion from college. All students should be familiar with these honor systems.

***Class Policies and Expectations:***

The professor will attempt to learn your name as quickly as possible. In the next class, a seating chart will be passed around for you to sign in. Please find a seat you like, and do not change it during the semester.

Grades will be periodically posted by a four digit secret code that you choose. Please indicate this on the personal information index card circulated in the first class.

Every student must read the syllabus and review it as needed. It is strongly recommended that you bring the O’Brien textbook to class.

Supplementary notes, assignments, and handouts will be distributed in class. **If you miss class you are responsible for obtaining these materials from the professor.**

Students are expected to briefly review text pages scheduled for the class. They should prepare to:

- participate in discussions about the cases and readings
- answer questions asked during class

Students should also prepare for unscheduled “pop” quizzes based on material covered in previous classes

When you read the material, be sure to spend some time on the *Chapter Highlights*, and *Learning Objectives* at the start of each chapter. Use the end-of-chapter *Summary*, *Key Terms and Concepts*, and the *Review Quiz* to test your understanding and learn more about computers on your own. Class time alone is not sufficient.

You should expect to spend two to three hours outside of class for every hour of class time to achieve an average (“C”) grade. Thus, you should expect to spend from 6 to 9 hours per week working on assignments, case studies and readings for this class.

**Do not wait until the last minute to do your work.** Lines for the computers can get long when assignments are due. Start assignments early, think things out before sitting down at a computer.

***Disabilities and Special Needs:***

If you are registered with the Center for Disability Services, please meet with the professor *during the first week of class* to provide documentation and discuss academic accommodations. If you need academic accommodations and have not yet registered with the Center for Disability Services, please contact the Center directly either in person or by Voice at (843) 953-1431/TDD (843)953-8284.