

## Management Information Systems (COSC 3333.061)

**Term:** Fall 2024

**Professor:** Blaine Pace, MBA

**Email:** bpace@uttyler.edu

**Office Hours:** DM through Canvas (preferred), Zoom, email

- If your inquiry is grade-related, please make a Zoom appointment.

**Course Time:** Aug 26, 2024 - Dec 14, 2024, Online through Canvas

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### Course Overview

This course is a survey of the tools and techniques for the gathering of business information and structuring and manipulation of data to support managerial decision making. Main topic areas include decision support system technology, artificial intelligence tools, expert systems and business applications.

**Prerequisite:** COSC 1307

### Course Objectives

The course is designed with the following goals:

- Understanding the role of information systems in organizations
- Understanding the various information systems used
- Understanding the technical infrastructure for information systems
- Understanding data management
- Effectively using appropriate query and search technology to locate and retrieve pertinent business information
- Understanding the role of technologies to solve business problems
- Formulating a plan for the ethical and effectual usage of AI tools in a hypothetical business scenario while collaborating with others.

### Required Textbooks and Readings

- **Primary Textbook:** MyLab MIS with Pearson eText for Management Information Systems: Managing the Digital Firm  
ISBN-13: 9780136971368 (2021 update)

- **Additional Readings:** Throughout the semester, you will encounter insightful readings assigned and posted on Canvas.

## Computer Account Access

Students will need a Patriot account and password for computer access. This information can be found at <http://www.uttyler.edu/ccs>

## Special Course Notes:

**External Resources:** This course incorporates Pearson MyLab for most assignments and assessments. Detailed instructions will be provided on Canvas.

## Course Structure

This course will utilize Pearson MyLab for both your textbook and the majority of your assignments. In addition to the homework and quizzes on MyLab, there will be an “Introduce Yourself” discussion post on Canvas, five group discussion posts on Canvas, and a group project later in the semester. Finally, your Final Exam will be opened on MyLab during Finals Week. Aside from the group project, each week’s assignments will be due by 8:00 AM on Saturday. After the first week, I will be posting short video introductions to each module, highlighting any trouble areas from the previous week’s assignments. Use these videos to inform your studying as the semester progresses.

## Tips for Success in this Course

1. **Participate.** I invite you to engage deeply, ask questions, and talk about the course content with your classmates. You can learn a great deal from discussing ideas and perspectives with your peers and professors. Participation can also help you articulate your thoughts and develop critical thinking skills.
2. **Manage your time.** I get it—students usually juggle a lot, and I know you've got commitments beyond this class. Still, doing your best often means carving out enough dedicated time for coursework. Try scheduling specific blocks of time and ensure you have enough room to finish assignments, allowing extra space for any tech issues that might pop up.
3. **Use Canvas notification settings.** Pro tip! Canvas can ensure you receive timely notifications in your email or via text. Be sure to enable notifications to be sent instantly or daily. ([Canvas Notification Guide](#))
4. **Ask for help if needed.** If you are struggling with a course concept, reach out to me and your classmates for support.
5. **Breathe.** It can be easy to get overwhelmed during college, especially when you have to balance other aspects of life. So, if you start to feel overwhelmed, be sure to take a moment and breathe. Step back, regroup, then keep going.

## Graded Course Requirements Information

### Homework

Every week, there will be multiple homework assignments connected to that week's reading in MyLab. These will help solidify your understanding of the reading's contents.

### Quizzes

Quizzes will be administered on topics previously presented and can include homework, Cases, or assigned readings. They are designed to measure the student's mastery of the material as well as their ability to use these skills in an efficient manner. Quiz questions may come in many different formats.

### Discussion Posts

Throughout the semester we will have five discussion posts on Canvas. Each group will post their initial responses to the prompt and reply to one another. More details will be provided in Canvas.

### Final Exam

The final exam will take place during finals week. The final exam is comprehensive, covering the entire semester.

### Team Project

After the first week, students will be split up into small groups for the remainder of the semester. Halfway through the semester, a group project will be assigned. More details will be provided on Canvas.

## Grading Structure

Assignment	Percentage %
Homework	15%
Discussion Posts	15%
Quizzes	20%
Team Project	20%
Final Exam	30%
<b>Total</b>	<b>100%</b>

## Grading Scale

A 90.0 points or more

B 80.0 to 89.999 points

C 70.0 to 79.999 points

D 60.0 to 69.999 points

F 59.999 points or less

This grading scale is fixed and immutable. Grades are not curved, individual extra credit is not offered and any requests to unethically "adjust" grades will be reported to the University as an incident of academic dishonesty.

**Students are encouraged to check their grades often and are responsible for all deadlines.**

### Late Work and Make-Up Exams:

Make-up exams will be granted at the discretion of the instructor. Make-ups will be given only under extremely unusual circumstances, will be different from exams given during the regular class time and may be penalized up to 50% of the grade. **Permission for a makeup exam must be obtained PRIOR to the regular exam and must include written documentation of the student's absence.**

**Late Assignments** – Regular assignments are due by 8:00 AM on the corresponding Saturday. Assignments that are turned in late will be penalized by 20% for each 24 hour period past the deadline and will receive a zero if turned in more than 5 calendar days late.

## University Policies & Student Resources:

Last Update – 5/30/2024

### Withdrawing from Class

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Students may [withdraw](#) (drop) from this course using the [Withdrawal Portal](#). Withdrawing (dropping) this course can impact your Financial Aid, Scholarships, Veteran Benefits, Exemptions, Waivers, International Student Status, housing, and degree progress. Please speak with your instructors, consider your options, speak with your advisor, and visit the One-Stop Service Center (STE 230) or email [enroll@uttyler.edu](mailto:enroll@uttyler.edu) to get a complete review of your student account and the possible impacts to withdrawing. We want you to make an informed decision. UT Tyler faculty and staff are here for you and often can provide additional support options or assistance. Make sure to carefully [read the implications for withdrawing from a course and the instructions](#) on using the [Withdrawal portal](#).

Texas law prohibits students from dropping more than six courses during their entire undergraduate career\*. The six courses dropped include those from other 2-year or 4-year Texas public colleges and universities. Consider the impact withdrawing from this class has on your academic progress and other areas, such as financial implications. We encourage you to consult your advisor(s) and Enrollment Services for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#). CAUTION #2: All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms. CAUTION #3: All UT Tyler Athletes must check with the Athletic Academic Coordinator before withdrawing from a course. CAUTION #4: All veterans or military-affiliated students should consult with the [Military and Veterans Success Center](#).

\* Students who began college for the first time before 2007 are exempt from this law.

### Artificial Intelligence Statement

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UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools

that violate the guidelines specified for this course (see below) is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy.

This course has specific assignments where artificial intelligence (AI) tools (such as ChatGPT or Copilot) are permitted and encouraged. When AI use is permissible, it will be clearly stated in the assignment directions, and all use of AI must be appropriately acknowledged and cited. Otherwise, the default is that AI is not allowed during any stage of an assignment.

## Final Exam Policy

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Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the Dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members must maintain student final examination papers for a minimum of three months following the examination date.

## Incomplete Grade Policy

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If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in place of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all coursework or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons before the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to meet all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has yet to be assigned within one year, then the Incomplete will be changed to an F, or NC. If the course was initially taken under the CR/NC grading basis, this may adversely affect the student's academic standing.

## Grade Appeal Policy

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Disputes regarding grades must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade. A grade appeal should be used when the student thinks the final course grade awarded does not reflect the grades earned on assessments or follow the grading scale as documented in the syllabus. The student should provide the rationale for the grade appeal and attach supporting document about the grades earned. The form should be sent via email to the faculty member who assigned the grade. The faculty member reviews the rationale and supporting documentation and completes the instruction section of the form. The instructor should return the form to the student, even if a grade change is made at this level. If the student is not satisfied with the decision, the student may appeal in writing to the Chairperson of the department from which the grade was issued. In situations where there is an allegation of capricious grading, discrimination, or unlawful actions, appeals may go beyond the Chairperson to the Dean or the Dean's designee of the college from which the grade was issued, with that decision being final. The Grade Appeal form is found in the [Registrar's Form Library](#).

NOTE: The Grade Appeal Form is different from the Application for Appeal form submitted to the Student Appeals Committee, which does not rule on grade disputes as described in this policy.

## Disability/Accessibility Services

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In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA), the University of Texas at Tyler offers accommodations to students with learning, physical, and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler/> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with the Assistant Director Student Accessibility and Resources/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <https://www.uttyler.edu/disability-services>, the SAR office located in the Robert Muntz Library, LIB 460, email saroffice@uttyler.edu, or call 903.566.7079."

## Military Affiliated Students

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UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay

in contact with your faculty member if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your faculty member aware of any complications as far in advance as possible. Your faculty member is willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. The [Military and Veterans Success Center \(MVSC\)](#) has campus resources for military-affiliated students. The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

## Students on an F-1 Visa

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To remain in compliance with Federal Regulations requirements you must do the following:

- Traditional face-to-face classes: Attend classes on the regular meeting days/times.
- Hybrid Classes: Attend all face-to-face classes convened by the instructor according to the schedule set for your specific course.
- Online course: Only one online course can count toward your full-time enrollment. Students are expected to be fully engaged and meet all requirements for the online course.

## Academic Honesty and Academic Misconduct

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The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).

## FERPA

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UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements to protect your confidential information.

## Absence for Official University Events or Activities

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This course follows the practices related to [Excused Absences for University Events or Activities](#) as noted in the Catalog.



## Absence for Religious Holidays

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This course follows the practices related to [Excused Absences for Religious Holy Days as noted in the Catalog](#).

## Absence for Pregnant Students

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This course follows the requirements of Texas Laws SB 412, SB 459, SB 597/HB 1361 to meet the needs of pregnant and parenting students. Part of the supports afforded pregnant students includes excused absences. Faculty who are informed by a student of needing this support should make a referral to the Parenting Student Liaison. NOTE: Students must work with the Parenting Student Liaison in order to receive these supports. Students should reach out to the Parenting Student Liaison at [parents@uttyler.edu](mailto:parents@uttyler.edu) and also complete the [Pregnant and Parenting Self-Reporting Form](#).

## Campus Carry

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We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

## Student Resources

Last Update – 12/07/2023

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### Resources to help you in your courses

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- [UT Tyler Student Accessibility and Resource \(SAR\) Office](#) (provides needed accommodations to students with document needs related to access and learning)
- [UT Tyler Writing Center](#)
- [The Mathematics Learning Center](#)
- [UT Tyler PASS Tutoring Center](#)
- [UT Tyler Supplemental Instruction](#)
- [Upswing \(24/7 online tutoring\) - covers nearly all undergraduate course areas](#)
- [Robert Muntz Library](#) and [Library Liaison](#)
- [Canvas 101](#) (learn to use Canvas, proctoring, Unicheck, and other software)
- LIB 422 -- Computer Lab where students can take a proctored exam
- [The Career Success Center](#)
- [UT Tyler Testing Center](#)
- [Office of Research & Scholarship Design and Data Analysis Lab](#)

### Resources available to UT Students

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- [UT Tyler Counseling Center](#) (available to all students)
- [My SSP App](#) (24/7 access to Student Support Program counseling through phone or chat and online wellness resources available in a variety of languages)
- [Student Assistance and Advocacy Center](#)
- [Military and Veterans Success Center](#) (supports for all of our military-affiliated students)
- [UT Tyler Patriot Food Pantry](#)
- [UT Tyler Financial Aid and Scholarships](#)
- [UT Tyler Registrar's Office](#)
- [Office of International Programs](#)
- [Title IX Reporting](#)
- [Patriots Engage](#) (available to all students. Get engaged at UT Tyler.)

## Calendar of Topics, Readings, and Due Dates

Note: This is a tentative schedule, and subject to change as necessary – monitor the course page for current deadlines. In the unlikely event of a prolonged university closing, or an extended absence from the university, adjustments to the course schedule, deadlines, and assignments will be made based on the duration of the closing and the specific dates missed.

<i>Week #</i>	<i>Dates</i>	<i>Class Topic</i>	<i>Readings</i>	<i>Assignments Due</i>
Week 1	8/26-30	Information Systems in Global Business Today	Syllabus, Chapter 1	See Canvas
Week 2	M 9/2	Labor Day		
	9/3-6	Global E-Business and Collaboration	Chapter 2	See Canvas
Week 3	9/9-13	Information Systems, Organizations, and Strategy	Chapter 3	<b>Sept. 9 – last day to drop with W</b>
<b>Week 4</b>	9/16-20	Ethical and Social Issues in Information Systems	Chapter 4	See Canvas
<b>Week 5</b>	9/23-27	IT Infrastructure and Emerging Technologies	Chapter 5	See Canvas
<b>Week 6</b>	9/30-10/4	Foundations of Business Intelligence: Databases and Information Management	Chapter 6	See Canvas
<b>Week 7</b>	10/7-11	Telecommunications, the Internet, and Wireless Technology; Securing Information Systems	Chapter 7 – 8	See Canvas
<b>Week 8</b>	10/14-18	Achieving Operational Excellence and Customer Intimacy: Enterprise Applications	Chapter 9	See Canvas
<b>Week 9</b>	10/21-25	E-commerce: Digital Markets, Digital Goods	Chapter 10	See Canvas

<b>Week #</b>	<b>Dates</b>	<b>Class Topic</b>	<b>Readings</b>	<b>Assignments Due</b>
<b>Week 10</b>	10/28-11/1	Managing Knowledge and Artificial Intelligence	Chapter 11	See Canvas
<b>Week 11</b>	11/4-8	Enhancing Decision Making	Chapter 12	See Canvas
<b>Week 12</b>	11/11-15	Building Information Systems	Chapter 13	See Canvas
<b>Week 13</b>	11/18-22	Making the Business Case for Information Systems and Managing Projects	Chapter 14	See Canvas
<b>Week 14</b>	11/25-29	Thanksgiving Break		
<b>Week 15</b>	12/2-6	Managing Global Systems	Chapter 15	See Canvas
<b>Final</b>	<b>12/9-13</b>			<b>Scheduled</b>