

Texas A&M University-Commerce  
College of Science, Engineering & Agriculture  
Department of Engineering & Technology

## Course Syllabus-Fall Semester 2012

**TMGT 510 01E** (80779)

**August 27-December 14, 2012**

Course Title: **Management of Technology in Organizations** (CIP: 1506120019)

Three (3) semester credit hours.

Professor: **Dr. Jerry D. Parish, CSTM**

**Contact Information:** *Office Location:* Charles J. Austin Engineering & Technology Building  
*Email Address:* [jerry.parish@tamuc.edu](mailto:jerry.parish@tamuc.edu)  
*Contact Telephone:* 903-886-5474

**Office Hours:**

On-campus & Virtual Office: Wednesday & Thursday

Hours: 10:00am – 3:00pm

***On-campus office visits are available by appointment only.***

**Appointments must be made at least 24 hours in advance by calling 903-886-5474 or by contacting Ms. Beverly Luke in AGIT 119. You will be required to present a valid and current TAMU-C student ID at the time of your scheduled appointment.**

## General Course Information

**Course Description:**

Examination of cutting-edge engineering and technology concepts, tools and technologies that apply to contemporary technology-intensive organizations. Includes study of organizational structures, effective management processes and controls, ethical practices, project evaluation, technology-oriented teams, innovation and environmental quality. Extensive reading, researching the body of knowledge related to the course content and original writing assignments /projects required. **Prerequisite: TMGT 595 or concurrent enrollment.**

**Textbook(s) Required:**

**Management of Technology**  
Written by: Hans J. Thamhain  
Published by: John Wiley & Sons  
ISBN: 13:978-0-471-41551  
2005

*Suggested Readings:* Any current text or publication related to the content of this course.

*Reference Sources:*

- **The Technology Management Handbook**  
Editor-in-Chief: Richard C. Dorf  
CRC Press/IEEE Press  
ISBN: 0-8493-8577-6  
1999
- [www.atmae.org](http://www.atmae.org)
- [www.plagiarism.org](http://www.plagiarism.org)
- [www.tamu-commerce.edu/studentlife/guidebook.pdf](http://www.tamu-commerce.edu/studentlife/guidebook.pdf)
- **Publication Manual of the American Psychological Association (APA)**  
6<sup>th</sup> Edition  
ISBN: 10:1-4338-0561-8  
2010

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## **Course On-Campus Meeting Time**

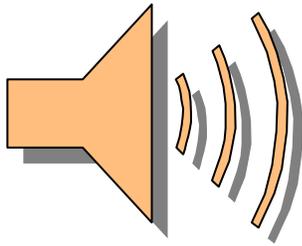
All students enrolled in this 01E section of this course are required to attend weekly sessions on the Texas A&M University-Commerce campus in Room: AGIT 118A. **The sessions begin at 1:30pm.**

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## **Student Learning Outcomes (SLO)**

*Student Learning Outcomes define what you should know and be able to do as a result of your participation in this course of study. All of the activities that constitute this course are designed toward the accomplishment of that goal.*

- **Student Learning Outcome #1:** The learner will demonstrate a high degree of understanding of the managerial practices, processes, tools and controls found in contemporary technology-intensive enterprise through literature searches, written assignments and an examination.
  - **Student Learning Outcome #2:** The learner will demonstrate an advanced understanding of project evaluation and selection methods, including computer software tools used in contemporary technology-intensive enterprises through readings, research, written assignments and an examination.
  - **Student Learning Outcome #3:** The learner will demonstrate the ability to research, design and write a complete and comprehensive guide for the building and forming of effective technology-intensive project teams required in contemporary enterprises.
  - **Student Learning Outcome #4:** The learner will demonstrate a high level of understanding about the management of technology intensive organizations through written assignments and the final examination.
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## **Communications with Professor**

- Generally most correspondence with your professor in this course will be done via email.
- Emails must be written in a formal business format, with complete sentences, correctly spelled words, correct punctuation, etc.
- All emails sent to the Professor **MUST** have the following in the email ***SUBJECT LINE***:

TMGT 510 01E - J. Parish: *Your First Name, Your Last Name, Your CWID #*

- **Virtual Office:** In the Virtual Office you may post course questions and share comments with your classmates. I will respond to course questions addressed to me and they will be *shared with the entire class*. The Virtual Office is often a good place to find answers to your questions before you send your Professor an email.

## **Basic Technology Requirements**

- For maximum efficiency, you will need a good computer connected to high-speed Internet.
- **Microsoft Office Word 2010** is highly recommended.

## **Online Access & Navigation**

- This course will be facilitated using **eCollege**, the *Learning Management System* used by **Texas A&M University-Commerce**.
- To begin the course go to: <https://leo.tamu-commerce.edu/login.aspx.traditional>
- You will need your *Campus Wide Identification Number* (CWID) to log into the course.
- If you have questions and/or problems contact: **Technology Services** at 903-468-6000 or [helpdesk@tamu-commerce.edu](mailto:helpdesk@tamu-commerce.edu).
- **eCollege** HelpDesk is available 24 hours a day, seven days a week. You may contact the **eCollege** HelpDesk at: 1-866-656-5511 or [helpdesk@online.tamuc.org](mailto:helpdesk@online.tamuc.org) or through the Online Chat by clicking on the “Live Support” tab within your **eCollege** course.

## Course Policies

*This graduate course will require you to read, conduct research and write at a level appropriate for a university graduate student. It is assumed that you can read and write at this level coming into the course.*

- You will be expected to read and comprehend the course syllabus and course announcements.
- You will be expected to manage your time effectively and efficiently throughout the semester.
- You will be expected to meet all deadlines/due dates.
- You will be expected to participate fully in the course by checking announcements and responding to emails, etc.
- You will be expected to practice **civility** and formal business writing style/format in all of your correspondence (including emails) and in your verbal interactions with the professor, staff and students.
- You will be expected to devote **at least 12 clock hours** to this course each week of the semester (including on-line, off-line and in-class).
- You will be expected to log into **eCollege** and this course at least once per week.
- Work, vacation, sickness/accident/death outside your immediate family does **NOT** constitute an approved excuse for not completing assignments, projects, examinations and/or not meeting course deadlines/due dates. Late assignments, projects and examinations may receive a score of "0" points at the discretion of the professor based on the facts presented by the student.  
**No extra credit, additional work to improve a grade or the re-doing of an assignment, project or examination will be permitted in this course.**
- *If you find it necessary to miss a deadline/due date and you believe you have a valid reason that meets university guidelines and that meets the course policy, notify me immediately!  
I will work with you to find a solution for your situation, if possible.*

**Civility is the rule at all times!**



## Tips for Success

*This is an online course of study; therefore, I am providing you the following tips for success as an online learner:*

Do Not Presume: Many students assume that online classes require less work, time and are generally “easier” than traditional face-to-face university courses. In reality, online classes are designed to be just as rigorous, just as detailed, and just as demanding and they include the same content as a face-to-face course. Be prepared to devote a minimum of six (6) clock hours a week in an online course-and that is a modest estimate. Some weeks and some courses will require far more than 6-hours per week.

Study and Pay Attention to the Course Student Learning Outcomes: Every course has established learning outcomes that are expected of the student. These are carefully crafted and serve as the foundation on which a well-designed course is built. Every aspect of the academic course including readings, research, assignments, projects and examinations flow from the course student learning outcomes. Understanding these will provide a better understanding of what is expected of you, the student, in all aspects of the course.

Communication in the Online Course: The majority, if not all of your communication in an online course will be by written word; therefore, be prepared to type instead of talk. There may be discussion boards, written assignments/projects, etc. Email is the common mode of communication in this type of course. This is different than the face-to-face course where verbal communication is prevalent. Be prepared to read and write a “great amount”.

Participation in an Online Class: If your class is using a discussion board, you may be required to participate. Always respond to discussion board questions with substantive, well-researched remarks. An example of a **bad** posting would be a very short response such as, “*I agree with the previous post*”. An acceptable response would be multi-sentenced, would be thoroughly researched by you and would generate additional thoughts that relate directly to the lesson’s subject matter. Use this opportunity to interact and to have a meaningful conversation with your classmates.

Be Proactive: If you have course related questions or do not understand an assignment, it is time for you to contact your professor via the course **Virtual Office**. Do not wait until your grade is in jeopardy to act; your professor is there to guide you through the course. *However, your questions should be serious, well-written, positive and to the point.*

Establish a Regular Schedule: It is a good habit to work on your course each day or at least 5-days a week. Your course requires you to spend at least 6-hours per week reading, researching and/or writing. It is not wise or effective to wait until the assignment, project or examination is due to begin-*your grade will suffer*. Time management, planning ahead and organization are “key” to success in any academic course.

**Surveys:** Your feedback may be requested by Texas A&M University-Commerce during the semester/term regarding your course. *It is important that you take a serious and constructive approach to this activity.* The information gained from you will assist in course evaluation by the university/college/department to insure that effective learning is taking place within the existing course structure. If changes are indicated, this will help with course re-design and/or other revisions that will make the course more relevant for future students and the employers of graduates.

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### **Avoid Plagiarism:**

United States law states that words and ideas can be stolen. The expression of original ideas is considered intellectual property, and is protected by copyright laws, just like other inventions. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (*such as a book or computer file*).

All of the following are considered plagiarism:

- Turning in someone else's work as your own.
- Copying words and/or ideas from someone else without giving proper credit.
- Failing to put a quotation in quotation marks.
- Providing incorrect information about the source of a quotation or information source.
- Changing words, but copying the sentence structure of a source without giving proper credit.
- Copying so many words or ideas from a source that it makes up the majority of the work you have written, whether you give credit or not.

*In most cases plagiarism can be avoided by citing your sources correctly. Simply acknowledging that certain material has been borrowed, and providing your audience with the necessary information to locate that source, is usually enough to avoid a plagiarism charge.*

***Plagiarized assignments, projects and examinations will result in a grade of F (0 points).***

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## **Guide to Grading**

***In the workplace, you will be expected to produce documents that are clear, easy to read, error-free, and visually effective. Your written products must also satisfy general requirements of the organization, be appropriate for a specific purpose, and meet the needs of your audience. Final course letter grades are defined as follows:***

**A=Outstanding work:** Demonstrates superior analysis of the assignment; provides excellent selection of content, organization, design, and style that addresses both the practical and rhetorical requirements of the particular situation; uses a style that is fluent and coherent; excellent choice and use of visuals, has no major mechanical errors; shows insight, perceptiveness, originality, and thought.

**B=Good work:** Above the level necessary to meet course requirements; has a thorough, well-organized analysis of the assignment; shows judgment and skill in the presentation of material appropriate for the intended audience and purpose; supports ideas well with concrete details; has an interesting, precise, and clear style; good use of visuals; strong, interesting work; and is free from major mechanical errors, although minor problems may be present.

**C=Acceptable work:** Meets all basic requirements of the course and assignment; provides a satisfactory analysis of the writing task, subject, and audience; accomplishes its purpose with adequate content, design, and detail; uses details, organization and expression appropriate for the rhetorical and practical context; adequate use of visuals; has acceptable mechanics; nothing remarkably good or bad about the work; equivalent work could be used in the professional world, but generally would be considered minimal.

**D=Needs improvement:** Minimally meets the assignment but is weak in one of the major areas (content appropriate for purpose, organization, style or mechanics) or offers a routine, inadequate treatment; document design and use of visuals is inadequate or inappropriate; shows generally substandard work with some redeeming features.

**F=Unacceptable work:** Does not meet the course requirements; fails to meet one or more of the core requirements of the course or assignment; may fail to cover essential points, or may digress to nonessential material; may lack adequate organization and show confusion or misunderstanding of genre or context; may use an inappropriate tone, poor word choice, excessive repetition, or awkward sentence structure; may be unclear; poor quality design and/or use of visuals; may contain an unacceptable level of errors.

***Each document, presentation, or visual you prepare reflects your professional knowledge and establishes your professional image. In some cases, a document may be read by your professor and qualified professionals in the discipline. These professionals may be asked to comment on the content, presentation quality, and value of your work for evaluation purposes. It is critical that your work be done in a professional manner and written at the appropriate level for your intended audience.***

## **Grading & Evaluation Policy**

*The final course grade for each student will be based on the following:*

- **Assignments** 300 maximum points possible
- **Examination** 200 maximum points possible

TOTAL POSSIBLE POINTS: 500

Grading Scale:           A = 500 – 450 Points  
                                  B = 449 – 399 Points  
                                  C = 398 – 348 Points  
                                  D = 347 – 297 Points  
                                  F = 296 – 000 Points

## **Course Assignments & Examination**

***Each of the following assignments and examination are to be completed individually, without collaboration from others.***

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- Assignments and the examination are to be turned in to me as an “*attachment to an email*”.
  - This course does not use a dropbox.
  - All assignments **must** have a cover page. A template is provided in DOC SHARING.
  - Except for the cover page, the following information **must** appear using 8 point font, in the upper right-hand corner of **each** page of your assignments/examination:
    1. Your full name.
    2. Your CWID number.
    3. The date.
    4. The assignment number.
  - *All written work is to follow the **MS-TMGT Manuscript/Assignment Guide-Parish** provided unless otherwise specified.*
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## Before you Work on the Assignments Read the Following

As you read the textbook, outside readings and conduct research, familiarize yourself with the questions and/or the intent in the following assignments. As you read, take notes of points that you may wish to include in your assignment responses. After you have read and researched your source materials, review each assignment and begin to organize your thoughts as to the most effective, complete and concise response. Write a draft first, then read, **think** and make necessary revisions. Repeat this process as many times as you need in order to produce **your best** response. Be careful of format, word usage, spelling, grammar and be sure to cite all your reference sources, if applicable. Additionally, I will be looking for evidence that you read the textbook; conducted outside readings/research and that you understood what you have read. Give much attention to paper organization. Write to your intended audience and at a level they can understand.

### **ASSIGNMENT #1 – Value 100 Points**

***DUE: September 26, 2012 by 11:59pm***

- Identify, locate and research published information about two (2) current “**emerging technologies**”.
  - On each of the technologies, develop and write an original paper that describes the technology, and explains the potential impact that the technology will have on the global society by the year 2020.
  - Each paper is to be 1300 to 1800 words, including the cover page and reference pages. **NO ABSTRACT!**
  - Use proper headings as needed to assist your reader.
  - Each paper is to have, *at least*, two (3) cited references *other than* the textbook.
  - Follow the **MS-TMGT Manuscript/Assignment Guide-Parish** for all writing.
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**NOTE:** Assignments #2 and #3 will be provided to you via email. Instructions for Assignment #2 will be sent by September 26<sup>th</sup> and Assignment #3 will be sent by October 24<sup>th</sup>.

### **ASSIGNMENT #2 – Value 100 Points**

***DUE: October 24, 2012 by 11:59pm***

### **ASSIGNMENT #3 – Value 100 Points**

***DUE: November 21, 2012 by 11:59pm***

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### **ASSIGNMENT #4 – Value 200 Points**

***DUE: December 12, 2012 by 11:59pm***

- **EXAMINATION**-There will be an open-book type examination sent to each student via email on or about **November 8, 2012**. The examination will be based on the content of the course textbook and will also require that you conduct other outside research in addition to the textbook in order to successfully formulate your responses to the examination questions. Reference citations will be required for each question.

## **University/College/Department Policies & Procedures**

**ADA Statement** - The *Americans with Disabilities Act* (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, contact:

**Office of Student Disability Resources and Services**

**Texas A&M University-Commerce**

**Gee Library, Room 132**

**Phone (903) 886-5150 or (903) 886-5835**

**Fax (903) 468-8148**

[StudentDisabilityServices@tamu-commerce.edu](mailto:StudentDisabilityServices@tamu-commerce.edu)

**Student Conduct** - All students enrolled at the University shall follow the tenets of common decency, civility and acceptable behavior conducive to a positive learning environment.

(Refer to the *Code of Student Conduct from Student Guide Handbook*)

**Research Studies/Human Subjects** – Refer to the **Texas A&M University-Commerce**

Rules & Procedures 15.00.01.R0.01-Human Subject Protection.



## Course Activity Calendar

<u>WEEK OF</u>	<u>Activity</u>
August 27	<b>First Class Day.</b> Begin reading the textbook and reviewing the course syllabus. Review the course Academic Honesty Policy-located in DOC SHARING. First class meeting in AGIT 118A at 1:30pm.
September 26	Assignment #1 due.
October 24	Assignment #2 due.
November 8	Look for Final Examination document.
November 21	Assignment #3 due.
December 12	Assignment #4 (Examination) due.

**NOTE:** All students enrolled in this 01E section are required to attend weekly sessions on the Texas A&M University-Commerce campus in Room: AGIT 118A. The sessions being at 1:30pm.

## Professional Biographical Summary

**Dr. Jerry D. Parish, CSTM**, is a tenured Full-Professor of *Technology Management* in the Department of Engineering & Technology/*College of Science, Engineering & Agriculture (COSEA)*.

He received his Ed.D. Degree from East Texas State University and has taught and performed various levels of administrative duties for more than 34 years including Southeastern Louisiana University, Baker College (Oregon) and Berry College (Georgia) before joining **Texas A&M University-Commerce** in 1994.

He is a member of the American Society for Engineering Education; Institute of Industrial Engineers; Society of Manufacturing Engineers, The Association of Technology, Management, and Applied Engineering and the Association for the Advancement of Cost Engineering International. His consulting experience has included numerous business, manufacturing and educational institutions throughout the United States.

Current research areas include business/industrial leadership, knowledge management and technology management. He has published in various professional journals including the International Journal of Engineering Research and Innovation, The International Journal of Agile Manufacturing, Journal of Industrial Technology, The Technology Interface Journal, and Journal of Epsilon Pi Tau. He has also made formal presentations at numerous professional conferences.