

## MIS 426 – Management Information Systems

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**Office Hours:** MW 10:00am – 11:00am, and other times by appointment

### **Required Materials:**

Textbook:

Kroenke, David, *Using MIS* 4<sup>th</sup> Edition with Miller Cases, Prentice Hall, 2011  
ISBN: 978-1-256-04523-6

**Please note this is a custom published book available only through the bookstore. It is part of the Book Rental program that the Bookstore offers.**

You will also need the following software

**Required** – Microsoft Excel (2010) or compatible spreadsheet software

**Required (provided)** – Microsoft Access (2010)

**Required (provided)** – SAP GUI Interface

Software (except for Excel) will be available in the computer lab and/or for download. Instructions for downloading are available in eCollege.

***Microsoft Access software is available to you free from Microsoft since our university is a member of the MSDN Academic Alliance program and you are enrolled in an MIS course using this software. SAP GUI Interface software is available to you free since our university is a member of the SAP University Alliances program and you are enrolled in an MIS course using this software. We will cover download/installation procedures in class.***

### **Course Description:**

This course provides students with the understanding of managerial and organization needs to analyze, design, and implement an information system. The role of information services in management, including current professional practices and methodologies, will be covered along with the presentation of systems theory, decision theory, organizational models, types of information systems, information planning, and information systems development. Emphasis is on managerial and strategic aspects of information technology.

### **Course Objectives:**

In order to determine the value of this course and to ensure that the concepts, principles, and problem-solving skills developed in the course will be applied on the job or in future academic settings, a set of objectives has been established. Upon completion of this course, the student will be able to:

	Objectives After Successfully completing this course, students will be able to:	Measurements (Outcome Assessments) Objectives will be measured as follows:
1	Describe an information system's integration with business processes and the organization.	Results of exams, case study analysis, SAP exercises, application exercises, written papers
2	Recognize how information is used for different types of decisions at various levels in the organization.	Results of exams, case study analysis, SAP exercises, application exercises, written papers
3	List typical Information Systems benefits and drawbacks.	Results of exams, case study analysis, SAP exercises, application exercises, written papers
4	Describe measures against management fraud, and computer fraud.	Results of exams, case study analysis, written papers
5	Analyze the effect of enterprise systems and other technologies on the revenue collection process.	Results of exams, case study analysis, written papers
6	Describe the extensive business reporting capabilities enabled by enterprise systems, the Internet, and business intelligence software.	Results of exams, case study analysis, written papers

### Academic Integrity:

Academic integrity is the pursuit of scholarly activity free from fraud and deception and is an educational objective of this institution. Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabricating of information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

### Course Policies:

- **Class Participation:** The University expects regular attendance by students in each course. Class attendance is useful to the student as a means of acquiring knowledge and clarification, and is a prerequisite for class participation. Class participation is the active engagement in questions and answers, taking part in analyses of business situations, and contribution of comments in the collaboration exercises.

- **Behavior:** "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (See Student's Guide Book). During your collaboration with me and your fellow students online or in class, professionalism and respect will be expected. I encourage you to assist one another via the blog sessions or the Student Lounge within eCollege, but always respect one another's opinion and communicate professionally with each other and with me.
- **Any form of cheating--copying, sharing files, submitting the work of another as your own--is not permitted.** Students who participate (as givers/receivers) in any form of cheating will **fail the course**
- **Students with Disabilities:**

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, please 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)

In this course, students play four roles (As you assume these roles, this may change the course syllabus): (1). Valued customers of Texas A&M University-Commerce; (2) Co-Managers of the teaching/learning process; (3) Products whom we supply to employers, and (4) To a lesser extent, in-process or raw materials as you acquire additional knowledge.

#### **Class Calendar:**

The class schedule will be provided in eCollege. Each assignment is listed with its due date. Since assignments and projects make up the majority of your grade, you should make every effort to complete them on time.

**Late work is highly discouraged. Late work will NOT be accepted if it is more than 1 week late. Late work will be reduced by 10% for each DAY that it is late.**

**Grading:**

Assignments/Projects	Percentage
Class participation/Attendance	10%
SAP Assignments	25%
Application Exercises	25%
Writing Assignment	10%
Unit Exams	30%
<b>Total</b>	<b>100%</b>

90-100%	A
80-89%	B
70-79%	C
60-69%	D
below 60%	F

**NOTE: Failure to demonstrate mastery of the course objectives will result in a failing grade in the course, regardless of other grades.**

**Grading Rubrics for assignments**

**Spreadsheet and Database Assignments:** Objective scoring

**Unit Exams:** Objective scoring

**SAP Assignments:** Objective scoring based on completion of required Document Flow elements.

**Spreadsheet and Database Exercises:**

Criteria	Criteria Description	Point Value	Score
Formatting	Your Assignment's formatting instructions are followed exactly.	10	
Tasks	All assigned formulas and functions are completed as directed	80	
Timeliness	Assignment was completed on time and submitted to the proper drop box.	10	
<b>Total</b>		<b>100</b>	

### **Class Policies and Expectations**

1. You are now in Business School and part of this course is to introduce you and prepare you for the professionalism required in business. I will treat you professionally and expect the same in return. Further, we will practice professionalism and mutual respect online among your peers in class, emails, discussion boards, and class blogs.
2. This class is web enhanced. This means a significant amount of material can be found in eCollege. You are expected to read this material in addition to the assigned readings for each week found in the Course Calendar. I will respond to your emails or posts within 24 hours and from you, I expect the same courtesy.
3. Email, being an accepted form of business communication, will be used in a business-like and professional manner when you are communicating with me or your classmates. That is, text-messaging formats and IM formats are not allowed. Do not use 'I' when you mean I and 'u' when you should say 'you,' etc. All emails should include a salutation and your signature block that includes your full name and campus wide ID number.
4. **ANY** form of cheating will result in an automatic F for this course.
5. If you will not be able to complete this course, dropping from this class is **your** responsibility. If you do not drop the course you will receive the grade you earned.
6. A grade of incomplete is given according to College and Department guidelines.

**Texas A&M University-Commerce**  
**College of Business and Entrepreneurship**  
**Academic Honesty Policy**

**Statement of Ethical and Professional Conduct:**

The College of Business and Technology at Texas A&M University-Commerce faculty, staff and students will follow the highest level of ethical and professional behavior. We will strive to be recognized as a community with legal, ethical and moral principles and to teach and practice professionalism in all that we do.

In an academic environment we will endeavor to not only teach these values but also to live them in our daily lives and work. Faculty and staff will be held to the same standards and expectations as our students.

Failure to abide by these principles will result in sanctions up to and including dismissal.

**Actionable Conduct:**

There are five different types of actions that will bring sanction. They are:

1. Illegal activity: Violation of any local, state or federal laws that prohibit the offender from performance of his or her duty.
2. Dishonest Conduct: Seeking or obtaining unfair advantage by stealing or receiving copies of tests or intentionally preventing others from completing their work. In addition falsifying of records to enter or complete a program will also be considered dishonest conduct.
3. Cheating: The unauthorized use of another's work and reporting it as your own.
4. Plagiarism: Using someone else's ideas and not giving proper credit.
5. Collusion: Acting with others to perpetrate any of the above actions regardless of personal gain.

**Sanctions:**

In the case of staff or faculty the immediate supervisor will be the arbiter of actionable behavior and will use Texas A&M University-Commerce and/or Texas A&M University System Policy and Procedures as appropriate to guide sanctions.

Faculty, guided by clearly delineated policy in the course syllabus, will be the arbiter for in-class violations. All violations will be reported to the Dean of the College of Business and Technology to assure equity and to provide appropriate counsel. In addition, the Dean will maintain records of violations by students. Second violations will be reviewed by the Dean and sanctions beyond those of the faculty up to and including suspension and permanent expulsion from Texas A&M University-Commerce will be considered. Faculty and students are guided by the current undergraduate and graduate catalogs of the University as well as The Student's Guidebook.

Faculty, staff and students will always be afforded due process and review as appropriate.

Print Name \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

I have read and received a copy of the Course Syllabus, Course Policies, and the Course Calendar. Further, I agree to comply with these documents. Please print your name below and submit to the drop box entitled Course Contract. This document is for a class participation Grade.

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Printed Name, CWID

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Signature, Date