

Syllabus for MIS 301

Introduction to Information Technology Management

Course Basics

Unique Number:	03920
Lecture:	TTH 3:30–5:00, UTC 4.122
Instructor:	Huaxia Rui
Textbook:	Information Systems: A Manager's Guide To Harnessing Technology by John Gallaughner & Course packet
Optional Textbook:	Experiencing MIS 2e by David Kroenke
Office:	CBA 1.308H
Phone:	512-588-2238
Email:	course.mis@gmail.com
Office Hours:	TTH 5:00 pm – 6:00 pm, and by appointment
Class Website:	UT Blackboard http://courses.utexas.edu/

Course Grade

Component	Points	Notes
Exam 1:	150	Sep 30
Exam 2:	150	Nov 9
Final Exam:	300	To be announced
Homework:	300	5 homeworks in total, 60 points each
Class Participation:	100	Measured by 5 in-class quizzes, each with 20 points.
Total:	1000	

Course Description

Information technology (IT) has transformed all aspects of 21st century business and everyday life. It is vital that future managers in every area of business have a working knowledge of modern IT, practical experience in its use, and management perspective on how IT is used in organizations. This course introduces information technologies that are critical to modern business, and discuss applications in various aspects of business operations. The real value that McCombs majors will gain from MIS 301 will come from understanding the strategic business possibilities inherent at the intersection of business and information technology.

Course Calendar

Wk	Cl	Day	Date	Class	Reading	Deliverables Due
1	1	TH	Aug 26	Syllabus		
2	2	T	Aug 31	IS and Business Professionals		
2	3	TH	Sep 2	IS and Competitive Advantage		
3	4	T	Sep 7	Computer Hardware & Software		
3	5	TH	Sep 9	Database Management 1, demo Excel Assignment		
4	6	T	Sep 14	Database Management 2		Excel Assignment
4	7	TH	Sep 16	Database Management 3, demo MySQL Assignment		
5	8	T	Sep 21	IS and Business Process Management	RFID Case	MySQL Assignment
5	9	TH	Sep 23	No Lecture	Work on RFID Case	
6	10	T	Sep 28	Case Study: RFID at the Metro Group		RFID Case Write-up
6	11	TH	Sep 30	Exam #1		
7	12	T	Oct 5	Guest Speaker from Walmart		
		F	Oct 6	MIS Career Networking, 5:00-6:45pm, CBA 3.304		
7	13	TH	Oct 7	Data Communication 1		
8	14	T	Oct 12	Data Communication 2		
8	15	TH	Oct 14	Web 2.0: Overview		
9	16	T	Oct 19	Web 2.0: Google		MSGP 1
9	17	TH	Oct 21	Web 2.0: Facebook		MSGP 2
10	18	T	Oct 26	Web 2.0: Twitter		MSGP 3
10	19	TH	Oct 28	Web 2.0: What's Next?		MSGP 4
11	20	T	Nov 2	Business Intelligence and Data Mining 1		
11	21	TH	Nov 4	Business Intelligence and Data Mining 2		
12	22	T	Nov 9	Exam #2		
12	23	TH	Nov 11	Cyber Security		
13	24	T	Nov 16	Information Security Management 1		
13	25	TH	Nov 18	Information Security Management 2		
14	26	T	Nov 23	Case Study: Security Breach at TJX		TJX Case Write-up
14		TH	Nov 25	No Class! Thanksgiving!		
15	27	T	Nov 30	Course Review & Evaluation		
15	28	TH	Dec 2	Questions & Answers for Final Exam		

Late Policy for Deliverables

Deliverables are assigned because work outside class supplements and reinforces learning. Deliverables are also due at specific times and in proper format.

- Deliverables handed in after the due time/day but during the next 24 hours will receive half credit. Deliverables will NOT be accepted more than 24 hours late.
- You may consult with me about your grade for each deliverable, but you MUST DO SO within ONE WEEK of the day assignments are returned to the class or posted on Blackboard. Once the oneweek window has passed, your grade for that assignment is permanent.

Attendance

I come to class on time and I expect you to do the same. Attendance will be taken periodically because it is helpful for me to know who is attending and who is not. You will also learn more if you attend class daily to listen, take notes, ask questions, and contribute to the learning.

Reading & Class Participation

It is important that you come to class ready to join the discussion on the days reading. Your knowledge and experience will add to class learning, so everyone will share the job of keeping the discussion moving and productive. Students will be cold called, so it is in your best interest to come prepared and to actively participate. High-quality class participation includes:

- Doing assigned readings before class
- Making useful arguments expressed coherently and succinctly
- Offering good analysis of class topics supported by facts from the readings or your own experience
- Adding constructive disagreement into the class conversation
- Contributing when called on
- Letting others speak and, in fact, encouraging them to speak the learning will increase if we hear from everyone, not just the eager few.
- Volunteering to assist with class activities (bringing laptops to class when requested, working in learning teams when requested)

Writing Quality Policy

Written communication is a key part of any professionals day-to-day responsibilities. Throughout your career, your writing will be used to assess your priorities, personality, and capabilities. In todays business world, it is common to have a close working relationship with someone exclusively through email. To these people, YOU ARE WHAT YOU WRITE. Thus, developing the ability to write effective, professional, and error-free communications in a variety of formats is essential to your career success. You will NOT receive the grade you want in this class if your deliverables contain major grammatical or syntactical errors, spelling mistakes, or poor organization. In-class free write assignments will not be graded with the same high standards for spelling, grammar or punctuation however, slang, text speak, and other highly informal language is not appropriate in any business context. I realize that this is not an English course or BA 324 (Business Communication), but you MUST write well to be successful. The earlier and more often you practice professional writing techniques, the sooner they will become second nature. It is perfectly acceptable (and encouraged) to ask a peer to proofread your deliverable before handing it in. (Just be sure to follow the Academic Dishonesty guidelines proofreading does NOT mean copying.) The peer editing process helps both participants (editor and edited) improve their writing skills and understanding of the material. You can also bring a draft of your paper to me, the TAs or the Undergraduate Writing Center (<http://www.utexas.edu/cola/centers/uwc/>) for help.

In-Class Technology Use Policy

Please turn cell phones, pagers, iPods, and other devices OFF during class time. When a true need to communicate with someone outside of class exists (e.g., for some medical need), please inform me prior to class. Based on strong feedback from previous students and agreement among all the MIS 301 instructors, the use of laptops is not allowed in class. FYI, the same rule applies to all McCombs MBA classes, so you are in good company. When students surf the web, respond to email, check Facebook, instant message each other, and otherwise dont devote their full attention to the topic at hand, they do themselves and their distracted peers a major disservice. For these reasons, texting on your cell phone under the desk is a violation of the no laptop policy. Students cannot benefit from the insights of classmates who are not engaged. This is a simple rule; please respect it. FYI, I CAN SEE YOU TEXTING UNDER YOUR DESK. PowerPoint slides will be available on Blackboard in time for you to bring hard copies to class if you care to.

Feedback Policy

During this course, I will ask you to give me feedback about your learning in informal and formal ways, including anonymous surveys about how my teaching strategies are impacting your learning. I value getting your thoughts on what we do in class, so I encourage you to respond to feedback requests to help co-create an effective learning environment.

Drop Policy

University policies permit you to drop this course with instructor approval by the withdraw/drop deadlines set by UT. In fall 2008, the Q-drop deadline is September 23. After the deadline, students who drop the course receive a grade based on what they have earned in the course at that point.

Blackboard Use & Class Learning

Your use of Blackboard's email should be for course-related messages only; please see UT Austins Acceptable Use Policy. Messages such as selling football tickets and posting party invites are not considered course-related unless your instructor has specifically allowed this usage for his/her class. See UTs Acceptable Use Policy at http://www.utexas.edu/academic/blackboard/answers/email_abuse.html. Adding questions, comments, and learning links to Blackboards Discussion Board are highly valued professional class behaviors.

Information Privacy

Password-protected class sites, such as Blackboard, are available for all accredited courses taught at The University. Syllabi, handouts, assignments and other resources are types of information that may be available within these sites. Site activities could include exchanging email, engaging in class discussions and chats, and exchanging files. In addition, class email rosters are a component of the sites. Students who do not want their names included in these electronic class rosters must restrict their directory information in the Office of the Registrar, Main Building, Room 1. For information on restricting directory information, see <http://www.utexas.edu/student/registrar/catalogs/gi02-03/app/appc09.html>. If you choose anonymity, please email me your JDOE number so I can post your grades on Blackboard.

Scholastic Dishonesty Policy

I take this issue very seriously. Any dishonesty such as cheating, false representation, plagiarism, etc. that comes to my attention will result in an F in the course.

The University defines academic dishonesty as cheating, plagiarism, unauthorized collaboration, falsifying academic records, and any act designed to avoid participating honestly in the learning process. Scholastic dishonesty also includes, but is not limited to, providing false or misleading information to receive a postponement or an extension on an exam or other assignment, and submission of essentially the same written assignment for two different courses without the permission of faculty members.

The McCombs School of Business has no tolerance for acts of scholastic dishonesty. The responsibilities of both students and faculty with regard to scholastic dishonesty are described in detail in the Policy Statement on Scholastic Dishonesty for the McCombs School of Business:

By teaching this course, I have agreed to observe all of the faculty responsibilities described in that document. By enrolling in this class, you have agreed to observe all of the student responsibilities described in that document. If the application of that Policy Statement to this class and its assignments is unclear in any way, it is your responsibility to ask me for clarification. Policy on Scholastic Dishonesty: Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. You should refer to the Student Judicial Services website at <http://deanofstudents.utexas.edu/sjs/> or the General Information Catalog to access the official University policies and procedures on scholastic dishonesty as well as further elaboration on what constitutes scholastic dishonesty.

Questions about scholastic dishonesty procedures should be referred to Paula Murray, Associate Dean for Undergraduate Program Office.

Students with Disabilities

The University of Texas at Austin provides upon request appropriate academic accommodations for qualified students with disabilities. For more information, contact the Office of the Dean of Students at 471-6259, 471- 4641 TTY.

Religious Holy Days

By UT Austin policy, a student who misses classes or other required activities, including examinations, for the observance of a religious holy day should inform the instructor as far in advance of the absence as possible, so that arrangements can be made to complete an assignment within a reasonable time after the absence.

Use of Email for Official Correspondence to Students

Email is recognized as an official mode of university correspondence; therefore, you are responsible for reading your email for university and course-related information and announcements. You are responsible for keeping the university informed about changes to your email address. You should check your email regularly and frequently. I recommend daily, especially the evenings before class to stay current with university-related communications, some of which may be time-critical. You can find UT Austins policies and instructions for updating your email address at <http://www.utexas.edu/its/policies/emailnotify.php>.

Emergency Evacuation Policy

Occupants of buildings on the UT Austin campus are required to evacuate and assemble outside when a fire alarm is activated or an announcement is made. Please be aware of the following evacuation policies:

- Familiarize yourself with all exit doors of the classroom and the building. Remember that the nearest exit door may not be the one you used when you entered the building.
- If you require assistance to evacuate, inform me in writing during the first week of class.
- In the event of an evacuation, follow my instructions or those of other class instructors.
- Do not re-enter the building unless youre given instructions by the Austin Fire Department, the UT Austin Police Department or the Fire Prevention Services office.