



ACCT 6311 793
Information Systems Management
Fall 2020 Session 8W2
Delivery Method: Online

Instructor Information

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Office Hours: Wednesday 10-11am; Tuesday and Thursday 1:30-3:30 pm

Course Information

Class Location: Online

Web Conference Hours

This course is a Web Course and is conducted within Canvas. You can access Technical Support on button left of the course menu or the 24/7 Help Desk at 1-866-437-0867.

Communication Plan

In business, as with course related correspondence, e-mail is regarded as a professional means of communication. Proper sentence structure, capitalization, and punctuation are required. Please include ACCT 6311 in each subject line and identify your name at the bottom of each email.

For all online communication, proper "netiquette" is expected: correct spelling, correct grammar, proper formatting (avoid all caps and overuse of formatting tools).

E-mails will usually be answered within 24 hours on weekdays and within 48 hours on weekends or official holidays, although, in most cases, I will answer you even before. If I am out of town without internet access, I will let you know.

Course Description

Methods and problem resolution in developing and managing company-wide information systems. (Cross list with MNGT 6311)

Methods and problem resolution in developing and managing company-wide information systems.

Prerequisites: None

Student Learning Outcomes

- Be aware of current technology trends and IT-enabled business application trends.
- Explore the need for organizations to develop an information vision, an IT architecture, and strategic and operational IT plans and be able to participate in these processes.
- Identify ways to use IT to leverage business opportunities in different areas of responsibility.
- Explore current technology trends and IT-enabled business application trends.
- Evaluate best alternative way to acquire a new system based upon the type of application and the technological and organizational context.
- Guide the development or purchase of a new system that is of high quality and consistent with business goals.
- Understand the key concepts of an IT infrastructure and be familiar with alternative approaches for providing and managing this infrastructure.
- Be able to choose the best alternative way to acquire a new system based upon the type of application and the technological and organizational context.
- Be able to help oversee and guide the development or purchase of a new system that is of high quality and consistent with business goals.

- Understand the key concepts of an IT infrastructure and be familiar with alternative approaches for providing and managing this infrastructure.

Required Materials

Title: : Management Information Systems: Managing the Digital Firm

ISBN: ISBN-13: 978-0135191798 ISBN-10: 0135191793

Authors: Laudon and Laudon

Publisher: Pearson

Publication Date: 2019

Edition: 16th edition

Important Academic Dates

UTPB [Academic Calendar](#)

Graded Material

Course Activity	Points	Percentage of Total Grade
Written Case #1	50	10
Written Case #2	50	10
Journal Article Critique	25	5
Discussion Board	25	5
Case PPT Presentation	50	10
Exam #1	100	20
Exam #2	100	20
Final Exam (Comprehensive)	100	20

Grading Scale

450 points and above = A

400-449 = B

350-399 = C

300-349 = D

Less than 300 = F

(+/- system is also used)

University Policies

Accommodation for Students with Disabilities

Students with Disabilities: The University of Texas Permian Basin in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act provides “reasonable accommodations” to students with disabilities. Only those students, who an Instructor has received an official Letter of Accommodation (LOA) sent by the Office of ADA for Students, will be provided ADA academic accommodations.

ADA Officer for Students: Mr. Paul Leverington

Address: Mesa Building 4242/4901 E. University, Odessa, Texas 79762

Voice Telephone: 432-552-4696

Email: ada@utpb.edu

For the accessibility and privacy statements of external tools used within courses, go to [Accessibility and Privacy Statements](#).

Sexual Harassment/Sexual Misconduct Policy

You may report incidents of sexual misconduct to any University employee. They are obligated to report any incident to the Title IX Coordinator or Deputy Coordinator.

You may also contact:

The UTPB Police Department at 432-552-2786

The Title IX Coordinator at 432-552-2697 or TitleIXCoordinator@UTPB.edu.

The Dean of Students at 432-552-2600

Reports can also be made via the University Complaint Portal: [UTPB Complaint Management](#)

A **confidential reporting option is available**. Please contact UTPB's Counseling Center at 432-552-3365 or 432-552-2367 or stop by MB 1150.

Student Success at UTPB

UT Permian Basin offers numerous services to help you reach your academic goals.

Available both in the Success Center on the 2nd Floor of the Mesa Building (<https://www.utpb.edu/academics/advising-and-support/student-success-center/index>), and online, UTPB Student Success offers the following services to all students:

- O.W .L. (Online Writing Lab) - Submit essays that need to be revised by one of our tutors to owl@utpb.edu.
- Tutoring - For both online and in person tutoring, please use EAB to create an appointment. (Utpb.campus.eab.com) Sign in using UTPB credentials.
- SI/PLTL Sessions - If available for your class, will be communicated to you by the mentor assigned to your class section and students can communicate to their SI or PL through Canvas.
- Peer Mentoring - Incoming freshmen can be paired with a peer mentor who will help you navigate your first year on campus.
- SSC Computer Lab - Come take advantage of the state-of-the-art computers available at the Student Success Center.

Please email success@utpb.edu for more information.

Course Modalities

Both the Texas Higher Education Coordinating Board (THECB) and the Southern Association of Schools and Colleges Commission on Colleges (SACSCOC) provide standard definitions for basic course types/modalities that have informed the following adopted course definitions.

Online Courses are those in which more than 85 percent of the planned instruction occurs online/virtually (asynchronously) when students and faculty are not in the same place. A fully online course is one in which mandatory in-person meetings occur no more than 15% of the planned instructional time.

Remote Courses are ones in which students, while not required to physically come to campus to attend in-person classes, are required to “attend” virtually/remotely (synchronously) during scheduled days and times, with students expected to log in and participate in the lecture via video conferences.

Hybrid Courses are courses in which the majority (more than 50% but less than 85%) of the planned instruction occurs when students and instructor(s) are not in the same place. This form of instruction offers a mix of on-campus/in-person and remote/online/electronic learning.

HyFlex Courses are those which, like hybrid courses, offer a mix of on-campus/in-person and remote/online/electronic learning. These courses, however, do not require

student authentication since at least 50% of the planned instruction occurs when students and instructor(s) are in the same place.

Face-to-Face/In-Person Courses are those in which more than 85 percent of the planned instruction occurs when students are in the same place with an instructor(s).

Distance Education Policy

Distance Education Courses and Student Identity Authentication Requirements and Policy

SACSOC defines a distance education course as one in which more than 50 percent of the planned instruction occurs when students and instructor(s) are not in the same physical place. Distance education courses, therefore, include online, remote, and hybrid courses as defined above. Per SACSCOC and University policy, all distance education courses are required to follow our Distance Education Student Authentication Policy procedures (please see below), and these requirements and policies must be stated in the course syllabus. Further, any projected additional student charges associated with verification of student identity must be indicated on the courses schedule and course syllabus.

The Distance Education Student Authentication Policy does not apply to Hyflex Courses--those in which at least 50% of the planned instruction occurs when students and instructor(s) are in the same place--and Face-to-Face/In-Person Courses--those in which more than 85 percent of the planned instruction occurs when students and instructor(s) are in the same place. Student authentication and identity verification in these courses may be accomplished by in-person attendance monitoring as well as through in-class instructor proctored examinations and other assessments. These same "in-class" authentication procedures also may be employed in hybrid courses, but in the case of these defined distance education courses, they must be documented on the course syllabus as described below.

Distance Education Student Authentication Policy and Syllabus Requirements

UT Permian Basin's Distance Education Student Authentication Policy requires the University to employ processes (documented in each distance education syllabus) to verify that each student who registers for a distance education course is the same student who participates in, completes, and receives credit for the course.

The policy requires faculty members teaching distance education courses to employ at least two methods of verification to ensure student identities. The first method of verification is accomplished by the student logging into Canvas, our learning management system. To access all UTPB courses, students must login to Canvas uniqueness personal identifying username and secure password. This is the primary method of student identity verification. The Distance Education Student Authentication Policy requires at least one additional student identification method within the distance learning course that has been determined and approved by the faculty or academic program. The second method of authentication must be explicitly stated in the syllabus. The second method of student authentication may be:

- Proctored exams using an approved photo ID*.
- Presentation of approved photo ID through a webcam and optional levels of proctoring during assessment.
- Field or clinical experiences using an approved photo ID.
- Synchronous or asynchronous video activities using an approved photo ID.
- In hybrid distance education courses, which have an in-person meeting component, the secondary method of student authentication may be accomplished (as is it may be done in hyflex and face-to face-courses) by in-person attendance monitoring as well as through required in-class instructor proctored examinations and other assessments.
- Other Technologies or procedures, etc. (which must be detailed in the syllabus).

If faculty require secondary method of verification for which students are charged a fee (e.g. face-to-face proctoring at an off-campus site that charges a fee), this notification must be stated on the course schedule and in the course syllabus as well.

*Approved photo identifications include passports, government issued identification, driver's licenses, military ID from DoD; dual credit and early college high school students use school district identifications.

Course Policies

Course Content Structure:

The course is divided into 5 modules, with 15 textbook chapters included.

You should read the textbook section first, and then review the online lecture. The lectures will be summaries, elaborations of the textbook material, and links to related information on the Web. After you have completed reviewing the lecture, you should then log into "Discussion Tool" and post answers to the discussion question (specific to

the module) posted by the instructor. You must also read other students' posts and respond to two other students' responses. Discussion posts must be made by the date on the schedule to receive full credit.

Each Module covers:

1 or more textbook chapters;
and online discussion topics,

Grading and Feedback:

All the course activities will be graded one week after the set due date. You can check your grades by going to GradeBook. If there is any discrepancy in the grade, you must contact me immediately. I will provide individual feedback or a general feedback in the performance of the course activity.

Discussion Board Participation:

Discussion Board will primarily be used for discussing course content related topics and issues. There will be 5 discussion topics for the semester. Each discussion topic is worth 5 points.

In addition to the course content related topics in discussion tool there will be few general topics: Getting to Know Each Other, Technical problems/issues, General Questions related to the course content, etc. The posts under these topics will not be graded.

For each graded discussion question, first, you must respond to the question directly and **second, you must read the other students posts and reply to at least one other student's responses.** You must ensure that the responses to the questions are meaningful, reflective, refer to personal experience and support your course readings. Avoid postings that are limited to 'I agree' or 'great idea', etc. If you agree (or disagree) with a posting then say why you agree by supporting your statement with concepts from the readings or by bringing in a related example or experience.

You are expected to read all messages. You are responsible for reading all of the messages that are posted in the online discussion. Not reading messages is the equivalent of sleeping in class.

Use a person's name in the body of your message when you reply to their message. It helps to keep all of us oriented. It helps us maintain a clearer sense of who is speaking and who is being spoken to. As we begin to associate names with tone and ideas, we come to know each other better.

Change the subject line when you introduce a new topic. The value of this tip will become apparent as the number of messages grows.

Course Incomplete/Withdrawal/Grade Appeal:

All students are required to complete the course within the semester they are signed up. Incomplete grades for the course are rarely given and will only be granted if the student has complete at least 75% of the course with a grade of 'C' or better and provides a valid, documented excuse for not being able to complete the course on time and has contacted prior to the scheduled last class to request an extension. The student will sign a contract that includes the incomplete course activities and the new due dates.

For grade appeal process go to <http://www.utpb.edu/campus-life/dean-of-students/grievances>.

Submission of Course Assessment Activities:

All the course assessment activities will be submitted via Assignment Tool. Keep in mind the following standards/practices for submission of assignments:

- a. All course assessment activity files that will be submitted to the instructor should be in MS Word or RTF
- b. Be sure to put your name at the top of each page header
- c. Always keep a copy of all the work you submit so that you won't need to re-do it if it should get lost in cyberspace.

Make-Up/Late Submission Policy:

All course activities must be submitted before or on set due dates and times. If the student is unable to abide by the due dates and times, it is her/his responsibility to contact the instructor immediately. There will be a 10% deduction for each day of late submission of the assignment. NOTE: The due dates and times for the activities will adhere to the Central Time Zone.

Netiquette:

Anything you type in the discussion area is public - which means that every student in this class (including your instructor) will see what you write. Please pay attention to the language you use and adhere to the following guidelines:

- a. Do not post anything too personal;
- b. Do not use language that is inappropriate for a classroom setting or prejudicial in regard to gender, race, or ethnicity;
- c. Do not use all caps in the message box unless you are emphasizing (it is considered shouting)
- d. Be courteous and respectful to other people on the list

- e. Do not overuse acronyms like you would use in text messaging. Some of the list participants may not be familiar with acronyms.
- f. If the posting is going to be long, use line breaks and paragraphs
- g. Fill in a meaningful Subject Line
- h. Write your full name at the end of the posting
- i. Be careful with sarcasm and subtle humor; one person's joke is another person's insult.

NOTE: If you do not adhere to the guidelines for any posting, you will lose the points that would have been granted, and the instructor reserves the right to remove your posting and to deny you any further posting privileges. Refer to this link for additional help on netiquette:

<http://www.albion.com/netiquette/corerules.html>

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Cheating/Plagiarism/Academic Dishonesty:

"Plagiarism" includes, but is not limited to the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one's own academic work being offered for credit.

NOTE: Students found plagiarizing or cheating will receive a zero on the course activity which could cause failure in the class and/or suspension or dismissal from the college.

Attendance and Class Participation:

Regular and active participation is an essential, unmistakably important aspect of this online course. The expectation of the instructor is that students will log on a minimum of three times every seven days. It is critical that you read all of the lecture and assignment materials as well as all of the public discussion materials. Your full participation on a weekly basis is not only a requirement; it is also an essential aspect of the online course process. All students are expected to do the work assigned, notify the instructor when emergencies arise, and make up assignments no later than the due dates. NOTE: For summer classes students are expected to log in every day.

Tracking:

The learning management systems used to deliver this course have a tracking feature. This feature quantifies how often and when students are active in the course and also provides information if the student has accessed different pages of the course.

Absenteeism:

All the course activities have set dates to be completed and submitted. After the due dates the activities will not be available for the students. Thus, if you are ill for a prolonged time and cannot complete the activities, you must contact me and update the situation. You are expected to log into the course at least once a week. For summer

courses you are expected to log in every day. If I am going to be out because of ill health, attending a conference, etc. you will be notified through email.

Technical Requirements

Please visit the following page: <http://www.utpb.edu/online/reach/technical-requirements> You will find:

1. Requirements
2. Plug In Helper
3. Set up Information
4. Links to 24/7 Help Desk

Preparation for Computer Emergencies

Computer Crash

Not having a working computer or a crashed computer during the semester will NOT be considered as an acceptable reason for not completing course activities at a scheduled time. NOTE: Identify a second computer before the semester begins, that you can use when/if your personal computer crashes.

Server problems

When the Canvas server needs downtime for maintenance, the Canvas Administrator will post an announcement in your course informing the time and the date. If the server experiences unforeseen problems your course instructor will send an email.

Complete Loss of Contact

If you lose contact with me completely (i.e. you cannot contact me via Canvas or email), you need to call me at my office, and explain the reason you cannot contact me and leave me a way to contact you.

Lost/Corrupt/Disappeared files

You must keep/save a copy of every project/assignment on an external disk or personal computer. In the event of any kind of failure (e.g., server crash or virus infection, student's own computer crashes, loss of files in cyberspace, etc) or any contradictions/problems, I may/will request you to resubmit the files. In other words, if you submit a document to me, and I either do not receive it (lost in cyberspace) or it is corrupted when I open it, it is incumbent upon you to resend it to me, corrected, with little or no "downtime" in regard to the timeline for submission.

Student Support Services

SERVICE	CONTACT
ADA Accommodation/Support	Testing Services & Academic Accommodations Department (432) 552-2630 http://www.utpb.edu/academics/undergraduate-success/TSAAD
Admissions & Registration & Transcripts	(432) 552-2605 http://www.utpb.edu/admissions
Advising	UTPB E-Advisor at http://cas.utpb.edu/academic-advising-center/e-advisor/
Bookstore	(432) 552-0220 http://www.bkstr.com/texas-permianbasinstore/home
Financial Aid and Scholarship	(432) 552-2620 http://www.utpb.edu/campus-life/financial-aid
UTPB Library	(432) 552-2370 The J. Conrad Dunagan Library Online at http://library.utpb.edu/
Student Services	http://www.utpb.edu/campus-life/studentactivities/student-senate/committees/student-affairs
Technical Support	Canvas 1-866-437-0867 https://guides.instructure.com/ More information http://www.utpb.edu/online/reach/technical-requirements
Tutoring & Learning Resources	If you are taking courses through UTPB the following links provide services: Smarthinking Online Tutoring (provides tutoring services), SmarterMeasure (measures learner readiness for online course). Student Success Center: http://www.utpb.edu/academics/undergraduate-success/success-center

End-of-Course Evaluation & Instructor Evaluation

Every student must complete an end-of-course evaluation/survey provided by UTPB. During the last few weeks of class, you will receive an announcement through email

notifying you that the Course/Instructor Survey is available. You may follow the link in the email to complete the survey using the same credentials to access your courses here. When entering the emailed Survey link you will see a list of surveys for you to complete.

The survey is anonymous and your responses are confidential. Your feedback is critical to us and to your instructor as we strive to improve our offerings, and our support of you, the students.

Disclaimer & Rights

Information contained in this syllabus was to the best knowledge of the instructor considered correct and complete when distributed for use in the beginning of the semester. However, the instructor reserves the right, acting within the policies and procedures of UTPB to make changes in the course content or instructional techniques without notice or obligation. The students will be informed about the changes, if any.

Course Schedule

Sample Syllabus

Date	Assignments/Activities/Topics	Due Date
1 10/19/20	Ch. 1: Information Systems in Global Business Today Introduction Forum: Please let us know something important about you and something that you hope to gain from the course.	10/26/20
2 10/26/20	Labor Day ... Please stay safe and enjoy! Ch. 2: Global E-business and Collaboration Ch. 3: Information Systems, Organizations, and Strategy Ch. 4: Ethical and Social Issues in Information Systems Case #1 is due on 10/30/20	10/30/20
3 11/2/20	Ch. 5: IT Infrastructure and Emerging Technologies Ch. 6: Foundations of Business Intelligence: Databases and Information Management Ch. 7: Telecommunications, the Internet, and Wireless Technology Discussion Posts 1-2 are due on 11/6/20 Exam #1 (Ch. 1-7) is due on 11/9/20	11/6/20 11/9/20

<p>4 11/9/20</p>	<p>Ch. 8: Securing Information Systems</p> <p>Ch. 9: Achieving Operational Excellence and Customer Intimacy: Enterprise Applications</p> <p>Ch. 10: E-Commerce: Digital Markets, Digital Goods</p> <p>Journal Article Critique is due on 11/13/20</p> <p>Case #2 is due on 11/16/20</p>	<p>11/13/20</p> <p>11/16/20</p>
<p>5 11/16/20</p>	<p>Ch. 8: Securing Information Systems</p> <p>Ch. 9: Achieving Operational Excellence and Customer Intimacy: Enterprise Applications</p> <p>Ch. 10: E-Commerce: Digital Markets, Digital Goods</p> <p>Journal Article Critique is due on 11/20/20</p> <p>Case #2 is due on 11/23/20</p>	<p>11/20/20</p> <p>11/23/20</p>
<p>6 11/23/20</p>	<p>Ch. 11: Managing Knowledge</p> <p>Ch. 12: Enhancing Decision Making</p> <p>Happy Thanksgiving ... please stay safe and enjoy!</p> <p>Discussion Posts 3-4 are due on 11/24/20</p> <p>Exam #2 (Ch. 8-12) is due on 11/30/20</p>	<p>11/24/20</p> <p>11/30/20</p>
<p>7 11/30/20</p>	<p>Ch. 13: Building Information Systems</p> <p>Ch. 14: Managing Projects</p> <p>Ch. 15: Managing Global Systems</p> <p>Discussion Post 5 is due on 12/4/20</p> <p>PPT Presentation Project is due on 12/7/20</p>	<p>12/4/20</p> <p>12/7/20</p>

8 12/7/20	Comprehensive Final Exam is due on 12/10/20	12/10/20
	This syllabus is subject to revision by announcement in class and/or posting on Canvas. *	

Sample Syllabus