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Management Information Systems Syllabi

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## 220-4S Management of Information Technology

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## INFO 220 – MANAGEMENT OF INFORMATION TECHNOLOGY

**INSTRUCTOR:** Thilini Ariyachandra, Ph. D.    **OFFICE:** Smith 206 (Will be available online during the summer session)

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**VIRTUAL OFFICE HOURS:** Monday 9am to 11am and by appointment    **TELEPHONE:** 513.745-3379  
\*\* (Please leave voicemail with you email address so I can respond back to you)

**DESCRIPTION:** An introduction to real world applications of computer-based information systems in organizations with an emphasis on the management of modern information technologies used to support business. This course will enable students to become proficient at using software to solve business problems. **Prerequisite: INFO120** (It is assumed that students have a working knowledge of basic Internet, Windows, Excel, Word, and PowerPoint skills. Students are expected to have all Excel skills learned in INFO120).

**WILLIAMS COLLEGE OF BUSINESS MISSION:** "We educate students of business, enabling them to improve organizations and society, consistent with the Jesuit tradition."

The Managing Information Technology course provides students with knowledge of the role and contribution of information systems to organizations as well as the opportunity to apply business problem solving skills through team interaction and application development consistent with the above Mission.

### **COURSE OBJECTIVES\*:**

INFO 220 supports the Critical Thinking learning objectives of the WCB Core Curriculum and introduces each of the Information Systems major program learning objectives.

Specific course objectives include:

1. To develop spreadsheet applications to analyze data and solve business problems.
2. To design databases and applications to collect and organize data, perform transaction processing, produce reports, and analyze data.
3. To develop skills in various business productivity software.
4. To critically examine ethical issues related to the impact of technology on organizations and society.

## **BACKGROUND REQUIREMENTS**

**Prerequisites (INFO120):** It is assumed that students have a working knowledge of basic file management, word processing, and presentation graphics (PowerPoint) skills. Emphasis will be using Excel to solve basic business problems, and *you are expected to have a working knowledge of Excel basics* coming into the course including skills learned in INFO120.

## **TEAMWORK AND PARTICIPATION**

Some amount of class time will be devoted to team and individual projects. Class and team participation in these projects is critical to a successful learning experience and will be reflected in the Assignments portion of the grade distribution for each module.

## **CLASS POLICIES**

- Assignments are to be submitted by the due date or you will lose points (10% every day late until the 5<sup>th</sup> day, after the 5<sup>th</sup> day the assignment will receive a maximum of 50%)
- You must do your own work. You may work in teams however you must submit your own work. Plagiarism will result in a zero score. Identical Excel worksheets and Access Work will be considered plagiarism and will result in a zero for that exercise. More than one offense will result in a report to the Dean's office which can result in expulsion from the course.
- INFO 220 has a zero tolerance for academic dishonesty. **If two files are deemed to be partially copied from another student, both students will receive a score of zero for that assignment. A second infraction will result in an F grade for the course.**
- Attendance is strictly required for INFO 220. Students will be asked to logon to Canvas each day and use the discussion link.

## **EVALUATION**

<b>Assignments</b>	<b>Grade %</b>
Exams (Excel, Access)	30%
Other Assignments (Quick books, Web Site Development, etc)	20%
Excel Assignments	15%
Access Assignments	15%
Final Project	20%

<b>Grade Distribution</b>	
93 – 100	A
90-92.9	A-
87-89.9	B+
83-86.9	B
80-82.9	B-
77-79.9	C+
73-76.9	C
70-72.9	C-
67-69.9	D+
63-66.9	D
60-62.9	D-
Below 60	F