Business Administration

Course Number:	**BUAD 283**
Course Title:	**MANAGEMENT INFORMATION SYSTEMS**
Credits:	3
Calendar Description:	This course provides an introduction to the management of information systems and explores the analysis, design, and implementation of business-driven technology solutions. Specific topic areas include database management and data analytics, enterprise applications, intelligent systems, cybersecurity, and emerging technologies. Computer software will be used to illustrate MIS (Management Information Systems) concepts. *(also offered by Distance Education)*
Semester and Year:	**WINTER 2023**
Prerequisite(s):	BUAD 128 or admission to the Post-Baccalaureate in Marketing and Data Analytics Program, or admission to the Post-Baccalaureate in Accounting Program, or admission to the Post-Baccalaureate Diploma Health Analytics
Corequisite(s):	No
Prerequisite to:	No
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	BBA, Management Specialty – Elective Diploma, Management and Accounting Options - Elective
Substitutable Courses:	No
Transfer Credit:	CPA credit
Special Notes:	No
Originally Developed:	September 1994
EDCO Approval:	May 2017
Chair's Approval:	Dori Rubadeau

Professors

Name	Contact Information	Email
Dr. Glen Coulthard	*Online Only (Zoom & Email)*	GCoulthard@okanagan.bc.ca
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Learning Outcomes

Upon completion of this course students will be able to

- describe the role and impact of operational, managerial, and strategic support systems, including enterprise resource planning (ERP) systems, customer relationship and supply chain management (CRM/SCM) systems, and knowledge management systems (KMS).
- define the hardware, software, networking, and other infrastructure requirements of typical information systems being used by small-to-large enterprises.
- evaluate new and emerging information systems and technologies (IS/IT) to determine their impact on businesses, supply chains, industries, and the environment.
- perform several job functions of a business analyst, including mapping and evaluating business processes, analyzing user requirements and information needs, applying decision support software, and preparing analytical models and reports using data analysis tools.
- assess the flow and quality of data from transactional information systems to data storage solutions, such as data warehouses, to business intelligence and data mining systems.
- design and construct business-driven database solutions using entity-relationship diagrams, data modelling, and tools such as relational database management software.
- describe the strategic and managerial issues related to IS/IT project management, including planning, designing, implementing, auditing, and evaluating systems.
- identify and assess common IS/IT risk exposures and mitigation strategies, with respect to cybersecurity threats, ethical and privacy issues, intellectual property, and legislative requirements.

Course Objectives

This course will cover the following content:

Please refer to the Course Schedule and Moodle for weekly topics and course objectives.

Evaluation Procedure

Term Work	5%
Assignments	30%
Mid-term Exams	30%
Final Exam (Comprehensive)	35%
Total	**100%**

Notes

Term Work
The primary graded activity involves completing the assigned readings and chapter quizzes. However, this grade can be adjusted based on your attendance, participation in class discussions, and professional behaviour and communication with your professor and peers.

Assignments
There are three assignments worth 10% each, although this may be adjusted by your instructor. Most assignments may be done either individually or with a partner, as detailed in the assignment descriptions. Please refer to Moodle for details.

Missed Quizzes, Exercises, and Activities
- Unless there is both a valid reason and prior approval from your instructor, there are no "make-ups" for missed in-class quizzes, exercises, and/or other graded activities.

Late Assignments
Unless there is both a valid reason and prior approval from your instructor, late assignments will be penalized as follows:
- Assignments turned in late on the due date lose 10% immediately.
- Assignments are then penalized an additional 20% per day.

After five (5) days, assignments will not be graded or feedback provided.

Mid-Terms and Final Exam
There are two mid-term exams worth 15% each and a comprehensive final exam worth 35% of your final grade. These exams will follow the rules and regulations for all examinations, including the requirement of having a documented emergency to either postpone or sit the exam at an alternate date and time.

Required Texts/Resources

Title: Business Driven Information Systems, 8th Ed., with SIMnet for Microsoft Access
Author/Publisher: Paige Baltzan, McGraw-Hill Education
eBook ISBN with McGraw-Hill Connect: 978-1-265-470371

- **Purchase Link:** https://okanagan.bookware3000.ca/Course/campus

Note: This is a strictly digital package; there are no "used" options. Please purchase from the link provided to ensure that you have all of the resources required.

Course Schedule: Jan-05 to Apr-14

Date		Topic	Textbook
2023 Week of		Monday January 9th, First day of class Monday February 20th, Statutory Holiday (no classes) February 21st thru 24th, Reading Week Friday April 7th and Monday April 10th, Statutory Holidays (no classes) Friday April 14th, Last day of class	
01	Jan-09	Business-Driven Information Systems *Lab: Excel for What-If & Optimization Problems*	CH 01
02	Jan-16	Decision-Making & Business Processes *Lab: Excel Solver & Business Process Mapping*	CH 02 APP F
03	Jan-23	Electronic Business & The Internet *Lab: Excel Solver for Optimization Problems*	CH 03 APP D
04	Jan-30	***MID-TERM QUIZ 1 (15%)*** *Lab: Excel Solver Assignment*	
05	Feb-06	Data, Analytics & Business Intelligence – Part 1 *Lab: Entity-Relationship Diagramming*	CH 06.1 APP C
06	Feb-13	Data, Analytics & Business Intelligence – Part 2 *Lab: Entity-Relationship Diagramming*	CH 06.2
	Feb-20	***READING BREAK (No classes this week)***	
07	Feb-27	Networking & Telecommunications *Lab: Entity-Relationship Diagramming*	CH 07 APP B & E
08	Mar-06	Ethics & Information Security *Lab: ER Assignment*	CH 04 CC 01
09	Mar-13	***MID-TERM QUIZ 2 (15%)*** *Lab: Introduction to Microsoft Access*	
10	Mar-20	IT Infrastructure & Sustainable Technologies *Lab: SIMnet for Access*	CH 05 APP A
11	Mar-27	Enterprise Applications (ERP I) *Lab: SIMnet for Access*	CH 08.2
12	Apr-03	Enterprise Applications (ERP II: SCM, CRM) *Lab: SIMnet for Access*	CH 08.1
13	Apr-10	Systems Development & Project Management *Lab: Final Exam Review*	CH 09
14		***FINAL EXAM PERIOD – Apr. 17th to Apr. 27th***	

*** Please see Moodle for assignment due dates and other scheduled activities.*

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

STUDENT CONDUCT AND ACADEMIC HONESTY

What is the Disruption of Instructional Activities?
At Okanagan College (OC), disruption of instructional activities includes student "conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC", as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

What is Cheating?
"Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination."

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

What is Plagiarism?
Plagiarism is defined as "the presentation of another person's work or ideas without proper or complete acknowledgement." It is the serious academic offence of reproducing someone else's work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

"Intentional plagiarism is the deliberate presentation of another's work or ideas as one's own." Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.

"Unintentional plagiarism is the inadvertent presentation of another's work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit."

What are the Students' Responsibilities to Avoid Plagiarism?
Students have a responsibility to read the OC Plagiarism Policy and Procedures outlined in the OC calendar, which is available in online format www.okanagan.bc.ca. Students must acknowledge the sources of information used on all their assignments. This usually involves putting the authors' name and the year of publication in parentheses after the sentence in which you used the material, then at the end of your paper, writing out the complete references in a Reference section.

"Students are responsible for learning and applying the proper scholarly practices for acknowledging the work and ideas of others. Students who are unsure of what constitutes plagiarism should refer to the UBC publication "*Plagiarism Avoided; Taking Responsibility for your Work".* This guide is available in OC bookstores and libraries.

Students are expected to understand research and writing techniques and documentation styles. The Okanagan School of Business requires the use of the APA or MLA style, but suggests that students cite references using the APA guidelines (see Publication Manual of the American Psychological Association, 7th edition (2019). A copy of the APA manual is available in the reference section and also available for circulation from OC libraries. The library website has access to these two major citing styles.

What are the Penalties for Plagiarism and Cheating?
The Okanagan School of Business does not tolerate plagiarism or cheating. All professors actively check for plagiarism and cheating and the Okanagan School of Business subscribes to an electronic plagiarism detection service. All incidents of plagiarism or cheating are reported and result in a formal letter of reprimand outlining the nature of the infraction, the evidence and the penalty. The Dean of the Okanagan School of Business and the Registrar record and monitor all instances of plagiarism and cheating. Penalties for plagiarism and cheating reflect the seriousness and circumstances of the offence and the range of penalties includes suspension from OC.