Professor:	**L. Silva**
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Please do not use Blackboard e-mail id, we do not check it.

Office Hours
By appointment.

Course Focus
The objective of this course is to introduce students to manage information systems and information technologies with the purpose of enhancing and changing business processes, improving and supporting decision making and obtaining competitive advantage. The course concentrates on Internet technologies as platform for businesses, e-commerce, networks, social networks, big data, enterprise systems and collaborative work. This is not a course that focuses on particular information technologies, but instead views IT as a portfolio of tools that can be applied and misapplied to various business problems. The course combines group activities, such as case analysis and assignments with individual evaluation tasks such as tests for each chapter.

The assignments, discussions and group work are designed to achieve our MBA learning goals of enhancing communication, emphasizing the interdisciplinary nature of business, promoting critical thinking and instilling ethical analysis of different business scenarios, in particular regarding to management of information systems.

Required Textbook
- Valacich, Joe and Christoph Schneider Jeffrey A. Information Systems Today: Managing in the Digital World, 7th Edition Pearson Prentice Hall, 2012 assessment

Course Evaluation

Activity	Percentage of the Total Grade	Observations

In Class Activities
    Assignment Write ups
    Class Participation
	
	40
	16
		Please read description, schedule and rubric below.
		The instructor will drop the lowest for participation.

Online Assignments	14	Please read description, schedule and rubric below.
Exams	30	
Total	100	

Rounding: Your overall class grade (the weighted total of quizzes and in class assignments) will be rounded up to the nearest whole number when the decimal portion is equal to or greater than 0.5.

Grading Scale

Letter Grade		Points
A	(excellent)	94 - 100
A-	(very good)	90 - 93
B+	(good)	87 - 89
B	(fair)	83 - 86
B-	(average)	80 - 82
C+		77 - 79
C		73 - 76
C-		70 - 72
D+		67 - 69
D		63 - 66
D-		60 – 62
F		0 – 59

In Class Assignments

On the scheduled days (see schedule below) the instructor will assign a mini-case that has to be completed during class time. The in class assignments will consist in solving a mini-case (these are included in the textbook). The mini-cases will be assigned during class time. **Once the assignment is finished it has to be submitted through Blackboard before the time assigned expires (before the end of the class).**

Content and Submission of the Write Up

The write up of the assignment consists in answering the questions at the end of the description of the assignment. The answers will be graded according to the rubric as it is shown below.

In addition, each student should submit a short Power Point or Keynote presentation of the case (between 4 and 5 slides). This presentation should summarize the main points of the case as well as it should contain a synthesis of the answers to the questions. These slides will not be graded, although, a no submission will imply a grade deduction. The purpose of the slides presentation is to be used for the general discussion.

Each student, also, should formulate a set four critical questions regarding the assigned mini-case. These questions should be insightful and address aspects of the assignment that were not included in the list of questions answered in the write up**.** These four questions should be related to the concepts of the book and be formulated to create discussions. These questions will not be graded, although, a no submission will imply a grade deduction. The purpose of the set of critical questions is to serve as the focal point for the general class discussion.

In summary, for each in class assignment students must submit:

1. Answers to all pre-established assignment's questions (submit to Blackboard)
2. A power point or key note slide presentation of the assignment including critical questions (4 to 5 slides), e-mail TA

If for any reason you cannot submit an assignment to blackboard, please tell the instructor and submit electronically to the TA**.**

The expectations of the quality of these analyses are very high. Incomplete, extremely short, rushed answers will be penalized. As said above, they will be graded according the rubric attached at the end of this syllabus.

Assignments submissions will be checked for plagiarism using TurnItIn.com. Any assignment with any sign of plagiarism will receive an automatic 0. To avoid this, every source should be referenced and any verbatim quote should be within quotation marks and the source should be cited.

Missing Assignments

To receive credit for assignments a student must be present in class. However, the instructor will drop the lowest scores. For students with perfect attendance, this may help to increase their grade. If a student is absent for an extraordinary reason, the instructor will assign an individual assignment as a makeup. This make up individual assignments would only be granted in extraordinary and well-documented situations.

Class Participation

Class participation will be 12% of the final grade. Participation will be graded every day according to the rubric below. Read the rubric carefully to learn my expectations for participation. **A student who is absent will receive a 0 that day, no excuses.** However, to accommodate unplanned absences, and to provide a better chance to students to learn from possible mistakes, the instructor will drop the two lowest grades of participation.

Online Assignments

There will be a home assignment for each Chapter (see submission schedule below). These assignments must be done individually. For that purpose, they must be submitted through Blackboard and will be checked for plagiarism through TurnIt.com. They will be graded according to the rubric as it is shown below. These individual home assignments will account for 34% of the total grade.

All of them, with exception of Chapter 7 assignment, will consist in finding and analyzing statistics regarding a topic related with the chapter being discussed in class (Chapter 7 assignment will ask for discussing not statistics but a short article).

Late submissions will be accepted. However, **every day late** (as marked by Blackboard) will receive a deduction of 20%.

Blackboard

We will use Blackboard for this course. Blackboard is an online course shell that provides a framework and tools for instructors to put course material and activities online.

Lecture slides and instructions for the assignments will be posted on Blackboard.

Registered students are loaded into Blackboard courses from the registration system. Starting a few days before classes start, registered students are loaded automatically into courses based on section numbers provided by instructors. Students who register late should allow at least 1-2 working days for their access to be enabled. You should use your Cougar net account to access Blackboard. Click on the white icon not the blue one.

Support for students using Blackboard is available in four ways:
1) Online at http://www.uh.edu/Blackboard Learn and "Student Help".
2) By sending email to support@uh.edu with the student's full name, course name and number, section number, instructor's name and a description of the problem.

Accommodations for Students with Disabilities

We would like to help students with disabilities achieve their highest potential in this class. To this end, in order to receive academic accommodations (e.g., for a quiz or exam), students must register with the Center for Students with Disabilities (CSD) (telephone 713-743-5400), prior to the quiz or exam. If you were to take an exam or quiz in the test center, please e-mail our TA at least one week in advance.

Professional Conduct and Academic Honesty

All online submissions will be submitted through Blackboard and will be checked for plagiarism using TurnIt.com **Plagiarism will not be tolerated**. Cut and paste from web pages is considered plagiarism. All assignments are submitted through TurnIt.com that checks for plagiarism. A student caught in this practice will be receive a zero in the course and reported to the Dean.

All students are expected to conform to the Bauer Code of Ethics and Professional Conduct. This code can be found at the following website: http://www.bauer.uh.edu/BCBE/BauerCode.htm . In addition, the University of Houston Academic Honesty Policy is strictly enforced by the Bauer College of Business. No violations of this policy will be tolerated in this course. A discussion of the policy is included in the University of Houston Student Handbook at the following website: http://www.uh.edu/dos/hdbk/acad/achonpol.html . Students are expected to be familiar with the Bauer Code and the University of Houston Academic Honesty Policy.

Tentative Class Schedule

Date	Chapter	Topic	Activity
May 15	Introduction to Class Chapter 1	Managing in the Digital World	Introduction to Course Lecture Chapter 1 In Class Assignment (TBA)
16	Chapter 2	Gaining Competitive Advantage Through Information Systems	Presentation Chapter 1 Lecture Chapter 2 In Class Assignment (TBA) Participation will be graded
17	Chapter 3	Managing the Information Systems Infrastructure and Services	Presentation Chapter 2 Lecture Chapter 3 In Class Assignment (TBA) Participation will be graded
18	Evaluation of IS	Evaluation of IS	Presentation Chapter 3 Lecture on Evaluation of IS In class assignment on Evaluation Participation will be graded
22	Exam 1 Covers Chapters. 1 - 3	Chapter 6: Enhancing Business Intelligence Using Information Systems Exam 1	Exam 1 Lecture con Chapter 6
23	Chapter 7	Enhancing Business Processes Using Enterprise Information Systems	In Class Assignment Chapter 6 Presentation Chapter 6 Lecture Chapter 7 Participation will be graded
24	SAP Session 1	Introduction to SAP and installation of the client	Participation will be graded
25	SAP Session 2	Creation of Customers, Sales and Transactions	Participation will be graded Complete assignment at home
30	SAP Session 3	Simulation – Strategic Use of Information Systems – SAP Integration of processes	Participation will be graded
31	Recapitulation of Course		
June 1	Exam II Covers, Chapters 6, 7 and SAP sessions	Exam II	

Online Assignments Schedule

They will be on Blackboard Learn. They will not be available outside the scheduled dates. There will be no make-ups. These assignments can be taken only once.

Individual Online Assignment No.	Topic Covered SELECT ONLY ONE	Dates Available
1	Chapter 1 or Chapter 2 or Chapter 3	May 18 – May 22
2	SAP Assignment	May 25 – May 29

Rubric for Grading In Class Assignments and Home Assignments

Criterion	A Level (94-100 %)	A- Level (90-93 %)	B+ Level (87-89 %)	B Level (83-86 %)	B- Level (80-82 %)	C Level (70 – 79 %)	D Level (60-69 % or below)	Score
Completeness (20%)	The answer is complete in all its components.	The answer is complete in most of its components.	Complete in many components, not fully complete, though.	Complete in many components,	Incomplete in quite a few components.	Incomplete in many respects, only one or very few aspects responded.	Incomplete in most elements. Does not answer most of the aspects of the question.	
Analysis (30%)	It is **very insightful**. It connects the aspects of the questions to concepts discussed in lecture and chapter. It supports all opinions with theory, evidence and solid logical arguments.	It is **insightful**. It connects the aspects of the questions to concepts discussed in lecture and chapter. It supports most of the opinions with theory, evidence and logical arguments.	Presents **a fair analysis of most issues** (not all of them, though). It fairly incorporates all concepts and theory form chapters to support opinions and logical arguments.	Presents **a fair analysis of many issues**. It incorporates some concepts and theory form chapters to support opinions.	Presents **analysis of some of the issues**. It doesn't incorporate concepts and theory form chapters to support opinions.	Presents a **superficial analysis** of some issues; it **omits relevant concepts** and theory discussed in lecture and chapter. **Opinions are not well supported** by concepts or theory.	**Incomplete very scarce** (if any) analysis of the main aspects of the question. **Makes little or no connection with concepts** discussed and presented in lecture and chapters. Does not support opinions with data or theory.	
Research (30%)	Supplements the answer with **detailed research** of the situation presented in the case. The research is relevant and fits perfectly with the answer. The sources of research are **thoroughly identified and well documented**.	Supplements the answer with **detailed research** of the situation presented in the case. The research is relevant and fits perfectly with the answer. **The sources of research are identified and documented.**	Supplements the answer with **some research** of the situation presented in the case. The research is **fairly relevant** and fits with the answer. **The sources of research are identified and documented.**	Supplements the answer with **some research** of the situation presented in the case. The research is **fairly relevant** and somehow fits with the answer. **Limited documentation of sources.**	Supplements the answer with **some research** of the situation presented in the case. The research is **relevant** and somehow fits with the answer. **Limited documentation of sources**	Supplements answer with **limited research**. The research is **almost not related** to the main aspects of the question. **Very limited documentation of the sources.**	Very **little or non-existent research** to supplement the answer. **No documentation of sources.**	
Presentation (20%)	Writing is clear, concise and correct. **Extremely well organized**. Grammar is correct.	Writing is clear, concise and correct. **Well Organized**. Grammar is correct.	Writing is clear, concise and correct and contains **very few errors**. Well organized.	Writing is clear, concise and correct and contains **few errors.** Well organized.	Writing is clear, concise and correct and contains **numerous errors.** Organized.	Writing is unclear and contains numerous errors. **Insufficient details. Lacks organization.**	Very unfocused, poorly written. Poor grammar. **Unclear and poorly organized**.	
Total								/100

Rubric For Grading Participations:

Criterion	EXCELLENT 12	GOOD 10.5	AVERAGE 9.0	UNSATISFACTORY 6.0
PREPERATION	Comes very well prepared to the class, covers **all** the cases/concepts in the chapter.	Comes prepared to the class, covers **all/some** cases/concepts in the chapter.	Comes prepared to the class, covers **some/a few** cases/concepts in the chapter.	Comes to the class **unprepared**.
CONTINUOUS PARTICIPATION	Participates actively in all the **three** cases discussed that day.	Participates actively in all **three/two/one** cases discussed.	Just participates in **one/two** cases.	Doesn't participate.
CLARITY	All statements are comprehensible, short and precise as per the context.	Meaningful but lacks clarity.	Participates but not focused on the concerned topic.	Doesn't participate.
ENGLISH	No errors. No stammering. Good Grammar, fluency and vocabulary.	Lacks either vocabulary, or makes some mistakes while participating or inappropriate vocabulary usage.	Lacks most of the qualities like, fluency, vocabulary and good grammar in participation.	Doesn't participate.