
INSS 530 -- INFORMATION SYSTEMS IN ORGANIZATIONS

Term 3 (25 JAN - 9 MAR 2003)

Spangdahlem AB, Germany
0900 - 1600 (Saturday/Sunday)

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Instructor: Scott Jarrow

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Unit 29216
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Consultation: Mr. Jarrow will be available 45 minutes before class and 15 minutes after class for consultation. Any other meeting will have to be made by appointment because of the distance involved for Mr. Jarrow to travel to the site.

Credit: 3 semester hours of credit

Prerequisites: Undergraduate principles of management and economics, or permission of the instructor.

Course Description

General concepts of Management Information Systems are introduced with various functional areas of organizations and their uses of information technology. The scale of information systems ranges from hand-held and individual desktops to work groups, enterprise systems and global networks. The types of information systems discussed will include financial and operational systems, decision support systems, and strategic planning models. Other topics will include costing, justification and configuration of an organization's IS, and ways that networks are changing traditional channels of commerce. Supplemental readings will provide a more complete picture of the business practices and managerial concerns which IS work to support.

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Objectives

Questions on the midterm and final will be directly related to readings and discussion materials. Students completing class should:

- Identify and understand the roles that information play in organizations.
- Recognize the basic concepts that are the foundation for subsequent MIS courses, including user requirements, information flows and the nature of information systems.

- Demonstrate knowledge of the basic techniques and fundamental skills needed to describe and specify the structures and applications of information systems.
- Analyze different organizational situations where information technology is involved, and make recommendations for improvements in operations and in management information.
- Analyze the impact of advances in information technology on organizations.

Demonstrate familiarity with the literature in information systems



Textbooks

O'Brien, James A., *Management Information Systems: Managing Information Technology in the E-Business Enterprise*. (5th edition), New York: Irwin/McGraw-Hill, 2002.
(O'Brien)

Bruner, Robert F., et al, *The Portable MBA*. (3rd edition), New York: John Wiley & Sons, Inc., 1998.
(P_MBA)



Grading Information

Grades for INSS 530 will be assigned as follows:			Course Requirements for INSS 530		
	A	90 to 100		Case Study & Homework	10%
	B	80 to 89		Class Participation	10
	C	70 to 79		Project	30
	F(a)	below 70		Midterm Examination	25
	F(n)	Miss more than 25% of class hours		Final Examination	25



Project Description

Each student will be expected to describe an organization or company and elaborate on how it manages its information system and the ability of these information systems to allow the company to grow and remain competitive in the future.

Submit by the 2nd of February (via email) a one page written proposal identifying the organization, the industry in which the organization operates, and a summary of the students desire to study this organization.

Once approved, perform the analysis of the organization. This should consist of an in-depth study that provides a brief overview of the organization, identifies the appropriateness of their current systems, and assesses the future potential of these systems to yield growth, reduce costs, and maintain competitive advantages. The focus should be on recommending an improved system concept to the company's board of directors, which outlines a go-forward systems approach for the next decade and beyond. Include financial (cost to implement) and Return on Investment (ROI) data.

Documentation should consist of a minimum 10 page report, double-spaced, with standard margins and type font/pitch. This is due Saturday, 15 March.

Prepare a minimum 15-minute presentation with visual aids for the class. Saturday or Sunday, 15 and/or 16 March.

More details about the project will be agreed during the first week of the term.

Course Standards

Exams will cover both text and lectures. They will consist mainly of true/false, multiple choice, short answers and essay questions. One or more essay questions will be designed to give students an idea of what to expect in the MIS graduate program comprehensive exams.

Homework assignments will give students experience in working with quantitative management tools such as spreadsheets, for financial analysis and decision support. There will also be one homework assignment involving research into an example of a business use of an information system.

Students will be graded primarily on their written work. Good presentation skills are also important, however, and will help contribute to the grade. In both written assignments and verbal contributions, students are encouraged to follow the maxim, "*Content before form*".

Standards for Written Work

Black ink on white A4 or 8.5x11 paper, in a standard typewriter face such as Courier, or 11- or 12-point Times New Roman. Line spacing double-spaced or 1.5.

No color or graphics, except for (1) charts or maps generated by the student to convey substantive information; or (2) as an artifact of the subject being studied, in support of a point discovered or being argued by the student. Avoid heavy binders, unless you are prepared to supply packing material to facilitate their return at the end of the term.

Where there has been research, be sure to acknowledge your sources, using the APA style for footnotes and bibliographical references.

See -- www.umuc.edu/library/guides/apa.html

Policies

ATTENDANCE:

Class attendance is expected. Students are responsible for all material covered during lectures and discussions, as well as assigned textbook readings.

ACADEMIC HONESTY:

Students are expected to do their own work. Cheating on tests, plagiarism on written assignments, or any other form of academic dishonesty will result in a "0" for the assignment for the first violation, a second violation will entail more serious penalties at the discretion of the instructor. Note that a D or an F usually results in at least 60 or 50 points, where violation of academic honesty results in none. See the European Division Catalog for the UMUC policy on academic dishonesty and plagiarism.

ASSIGNMENT/TEST SCHEDULES:

Students are expected to hand in all assignments and complete all tests on the days they are due. If a student fails to complete any assignment or test, the resulting grade will be a "0," rather than an "F." Any other assignments will be marked down half a letter grade for each class meeting the assignment is late. Quizzes cannot be made-up unless the student had an excused absence. Major tests can be made up only if prior arrangements are made with the instructor.

MUTUAL RESPECT FOR CLASSMATES AND TEAMATES

All of us are expected to conduct ourselves with appropriate mutual respect and basic fairness in all matters related to class and project work with no one unduly burdened, and no one treated in

other than a professional, collegial manner. Harassment, bias or intimidation in any form will not be tolerated and should be reported to the instructor as soon as practical. See Student Handbook for Maryland policy statements on non-discrimination and sexual harassment.

Instructor

Scott Jarrow has a broad background in teaching and in the field of high tech. He graduated with a Bachelors degree in Basic Sciences in 1977 from the USAF Academy, with a Computer Science discipline. He began teaching microcomputers and programming for Central Texas College at the Pacific Far East campus in 1987. He returned to the U.S. in 1989 and received a Masters degree in Management Information Systems from Bowie State University in 1991. He then returned overseas to Europe to teach for University of Maryland from 1991 to 1994 as an IFSM and CMIS lecturer in Germany and Great Britain. From 1994 to 2000, he worked as a defense contractor in the U.S. and in private industry for City and County governments as a systems analyst/systems engineer. He formed his own company and worked independently in a variety of private business ventures from 2001 to 2002. In 2002, he returned to Europe to teach for UMUC and Bowie State University.

Tentative Course Schedule

Class Session	Topics	Activities and Events	Assigned Chapters
1 Saturday 25 Jan	Conceptual Foundations	Course introductions Course planning Identify term project groups Send lecturer an email to build class distribution list (at your earliest convenience).	(O'Brien) 1, 2 (P_MBA) 1, 2
2 Sunday 26 Jan	Applications of IT in Business I	Choose case analysis topics A 1-page description of proposed term project is required by 2 February (via email).	(O'Brien) 3, 4 (P_MBA) 3, 6, 7
3 Saturday 8 Feb	Applications of IT in Business II		(O'Brien) 5 (P_MBA) 8, 9
4 Sunday 9 Feb	IT Systems Development	Midterm in-class (Sunday, 9 February) Covers: OBrien Chapters 1-5; P_MBA Chapers 1, 2, 3, 5, 6, 7, 8, and 9	(O'Brien) 7, 8, 9 (P_MBA) 5, 10, 11
5 Saturday 22 Feb	Strategic Business Planning and System Development and Security/Ethics	Status reports on Term Project Case Analysis. Business IT Case Study Paper due by Saturday, 22 Feb	(O'Brien) 7, 8, 9 (P_MBA) 9, 12, 13
6 Sunday 23 Feb	Management of IT		(O'Brien) 10, 11, 12 (P_MBA) 4, 5, 14,15

<p style="text-align: center;">7 Saturday 8 Mar</p>	<p>Review of Technologies</p>	<p>In-Class presentation of Project Case Analyses</p>	<p>(O'Brien) 13, 14, 15 (P_MBA) 16</p>
<p style="text-align: center;">8 Sunday 9 Mar</p>	<p>Course Wrap-up and Final Exam</p>	<p>In-Class presentation of Project Case Analyses. Final Exam: Is a cumulative exam over the entire course, but emphasizes the post-midterm material. You may use 4 pages (single-sided) of hand-written notes ONLY</p>	

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