TORONTO METROPOLITAN UNIVERSITY

Ted Rogers School of Information Technology Management And G. Raymond Chang School of Continuing Education

(C)ITM 102 - Business Information Systems I

COURSE OUTLINE FOR 2022-2023

1.0 PREREQUISITE(S)

None

2.0 INSTRUCTOR INFORMATION

- Name:

- Office Phone Number:

- E-mail address:

- Faculty/course web site(s): https://torontomu.ca

- Office Location & Consultation hours:

  - Your instructor is available for personal consultation during scheduled consultation hours which are posted on their office door or on the course shell in D2L Brightspace. However, you are advised to make an appointment by e-mail or by telephone before coming to ensure that the professor is not unavoidably absent.

- E-mail Usage & Limits:

In accordance with the policy on Toronto Metropolitan University (TMU) Student E-mail accounts (Policy 157), *TMU requires that any official or formal electronic communications from students be sent from their official TMU E-mail account.* As such emails from other addresses may not be responded to. Students are expected to monitor and retrieve messages and information issued to them by the University via TMU online systems on a frequent and consistent basis.

3.0 CALENDAR COURSE DESCRIPTION

This course introduces students to the role of information technology in the modern enterprise with a focus on applying technology to achieve and maintain competitive advantage. The main premise is the introduction of information technology infrastructure and services to support operational efficiency, decision-making, and digital business. Emphasis is on the development of critical thinking and analytical skills through real-life applications and case studies. During the lab component, students gain hands-on experience with Microsoft Excel.

4.0 COURSE OBJECTIVES AND LEARNING OUTCOMES

This course is a broad introduction to the field of business information systems and management of business technology. Students will learn about the application of business information systems and information technology throughout innovative organizations and become familiar with the relevant terminology and concepts. This course provides foundational skills required for a degree in business including personal productivity applications, time management, teamwork, Internet-based research, and analytical and critical thinking. This course applies active learning integrating on-line and face-to-face environments to accomplish its learning objectives.

5.0 TEXTS & OTHER READING MATERIALS

Lecture
Title: Management Information Systems: Managing the Digital Firm, (16th Edition)
Author(s): Kenneth C. Laudon, Jane P. Laudon
Publisher: Pearson
ISBN: 978-0135191927

Lab
Title: Skills for Success with Microsoft Excel 2016 Comprehensive
Author(s): Margo Chaney, Lisa Hawkins, Shelley Gaskin
Publisher: Pearson
ISBN: 978-0134479507

6.0 TEACHING METHODS

The course will be taught using a combination of both a lecture and a laboratory environment. The lectures and other class activities are essential for preparing for the midterm and final exams where the weekly lab assignments are essential for preparing for the lab quizzes.

7.0 EVALUATION, ASSESSMENT AND FEEDBACK

The grade for this course is composed of the mark received for each of the following components:

Evaluation Component	Percentage of the Final Grade
Case Discussion	10%
2 Lab Quizzes (10% and 10%)	20%
Midterm Exam	20%
Final Exam	50%
Final Grade	**100%**

NOTE: Students must achieve a course grade of at least 50% to pass this course.

❖ At least **20%** of student's grade based on individual work will be returned to students <u>prior</u> to the last date to drop a course in <u>good academic standing</u> .

8.0 TOPICS – SEQUENCE & SCHEDULE

Session	Topic and Learning Objectives	Reading
1	Information Systems in Global Business Today • Define an information system and explain how it works • Explain how information systems are transforming business, and why they are essential for running a business today • Explain academic disciplines that study information systems and how each contributes to an understanding of information systems	Laudon et al. Chapter 1
2	Global E-business and Collaboration • Describe business processes and how they are related to information systems • Explain how systems serve the different management groups in a business • Describe the importance of systems for collaboration and social business • Describe the role of the information systems function in a business	Laudon et al. Chapter 2
3	Ethical, and Social Issues in Information Systems • Describe ethical, social, and political issues raised by information systems • Explain specific principles for conduct that can be used to guide ethical decisions • Understand how information systems affected laws for establishing accountability, liability, and the quality of everyday life	Laudon et al. Chapter 4
4	Case Discussion One	
5	IT Infrastructure • Describe IT infrastructure, and the stages and drivers of IT infrastructure evolution • Describe the components of IT infrastructure • Explain the challenges of managing IT infrastructure and management solutions	Laudon et al. Chapter 5
	Databases and Information Management • Explain the major capabilities of database management systems (DBMS)	

6	• Describe the principle tools and technologies for accessing information from databases to improve business performance and decision making • Understand why information policy, data administration, and data quality assurance are essential for managing the firm's data resources	Laudon et al. Chapter 6
6	**Midterm examination** (results posted by end of Week 7) Excel Quiz One (results posted by end of Week 7)	Laudon et al. Chapters 1, 2, 4, 5, 6
7	Telecommunications, the Internet, and Wireless Technology • Describe the principal components of telecommunications networks • Explain the different types of networks • Explain how the Internet and Intranet technology work, and how they support communication and e-business	Laudon et al. Chapter 7
8	Emerging Technologies • Describe the current trends in computer hardware platforms • Describe the current computer software platforms and trends	Laudon et al. Chapters 5 and 7
9	Case Discussion Two	
10	Securing Information Systems • Understand why information systems are vulnerable to destruction, error, and abuse • Describe the business value of security and control • Identify the components of an organizational framework for security and control • Explain the most important tools and technologies for safeguarding information resources	Laudon et al. Chapter 8
11	E-commerce: Digital Markets and Digital Goods • Describe the unique features of e-commerce, digital markets, and digital goods • Explain the principle e-commerce business and revenue models • Understand how e-commerce transformed marketing • Identify the role of m-commerce in business, and the most important m-commerce applications	Laudon et al. Chapter 10
	Enhancing Decision Making	

12	• Describe the different types of decisions, and how the decision making process works • Understand how information systems support the activities of managers and management decision making • Explain how business intelligence and business analytics support decision making • **Excel Quiz Two** (results posted prior to Final Exam)	Laudon et al. Chapter 12
	Final Examination	All of the above

9.0 VARIATIONS WITHIN A COURSE

All sections of a course (Day and CE sections) will follow the same course outline and will use the same course delivery methods, methods of evaluation, and grading schemes. Any deviations will be posted on D2L Brightspace once approved by the course coordinator.

10.0 OTHER COURSE, DEPARTMENTAL, AND UNIVERSITY POLICIES

For more information regarding course management and departmental policies, please consult the '**Appendix of the Course Outline**' which is posted on the Ted Rogers School of Information Technology Management website.

NOTE: Students must adhere to all relevant university policies found in their online course shell in D2L and /or on the following URL: senate-course-outline-policies.

The appendix covers the following topics:

1. Attendance & Class Participation

2. Email Account

3. Request for Academic Consideration

4. Examinations & Tests

5. Late Assignments

6. Standard of Written Work

7. Academic Grading Policy

8. Academic Integrity

9. Student Rights