

**COURSE CODE:** BUAD 283**COURSE TITLE:** Management Information Systems

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**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)

**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

**Co-requisite(s):** None

**Prerequisite For:** None

**Substitutable Courses:** None

**Graduation Requirement:** BBA, Management Specialty - Elective

Diploma, Management and Accounting Options - Elective

**Transfer Credit:** CPA credit

**Special Notes:** None

**Credits:** 3

**Hours per Week:** 3

**Originally Developed:** September 1994

**EDCO Approval:** May 2017

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**CHAIR'S APPROVAL:** *Calcutis*

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## Learning Outcomes

Outcome	Upon completion of this course students will be able to:
1	<b>Describe</b> 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).
2	<b>Define</b> the hardware, software, networking, and other infrastructure requirements of typical information systems being used by small-to-large enterprises.
3	<b>Evaluate</b> new and emerging information systems and technologies (IS/IT) to determine their impact on businesses, supply chains, industries, and the environment.
4	<b>Perform</b> 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.
5	<b>Assess</b> 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.
6	<b>Design and construct</b> business-driven database solutions using entity-relationship diagrams, data modelling, and tools such as relational database management software.
7	<b>Describe</b> the strategic and managerial issues related to IS/IT project management, including planning, designing, implementing, auditing, and evaluating systems.
8	<b>Identify and assess</b> common IS/IT risk exposures and mitigation strategies, with respect to cybersecurity threats, ethical and privacy issues, intellectual property, and legislative requirements.

## Course Objectives

Objectives	This course will cover the following content: See weekly course schedule below and Moodle for weekly topics and course objectives.
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## Professors

Name	Phone Number	Office	Email
Aidan Cole(Course Captain)	ext. 4167	C159	<a href="mailto:acole@okanagan.bc.ca">acole@okanagan.bc.ca</a>
Barri Harris	ext. 6791		<a href="mailto:bharris@okanagan.bc.ca">bharris@okanagan.bc.ca</a>

## Evaluation Procedure

Term Work and/or Class Participation	10 %
Assignments	30 %
Midterm Exam	25 %
Final Exam (Comprehensive)	35 %
<b>Total</b>	<b>100 %</b>

## What is the acceptable and approved use of Artificial Intelligence (AI) in this course?

### **Generative AI tools are permitted with specific restrictions**

Students are permitted to use AI tools for formative work such as gathering information or brainstorming but may not use them for any assessed work or final submission. Whenever generative AI tools are used, they must be appropriately cited. (See How to cite ChatGPT (apa.org))

Students can use AI tools to assist in proofreading, grammar checking, and language refinement for written assignments where the student has composed the first draft. Students should keep in mind that AI revisions are only suggestions and that they are ultimately responsible for the quality of their submissions. Students may be asked by their instructor how they interacted with AI tools and be prepared to explain and justify their process. Students should also be prepared to present a first draft of their work for review.

## Required Materials

**Title:** Business Driven Information Systems, 9th Ed., with SIMnet

**Author/Publisher:** Paige Baltzan, McGraw-Hill Education

**eBook package from McGraw-Hill Connect**

**Purchase Link:** [https://campusstores.okanagan.bc.ca/CourseSearch/?course\[\]=K,202430,BUAD,BUAD283,001&](https://campusstores.okanagan.bc.ca/CourseSearch/?course[]=K,202430,BUAD,BUAD283,001&).

**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.

## Notes

### **Term Work**

The primary graded activity involves completing the assigned readings (CONNECT SMARTBOOK) and chapter quizzes and engaging in the classroom activities and discussion. However, this grade can be adjusted based on other elements such as your attendance, professional behaviour and communication with your professor and peers.

### **Assignments**

There are five assignments worth approximately 6% each, although this may be adjusted by your instructor depending on rigour. 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/exams, 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 is a mid-term exam worth 25% and a comprehensive final exam worth 35% of your final grade. These assessments 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. **You must pass these exams with an aggregate score of 50% or higher to pass the course.**

## Course Schedule

(Subject to change at the discretion of the professor. Please see Moodle for assignment due dates, quiz dates, and other scheduled activities.)

<b>Important Dates:</b>			
Wednesday, September 4th, First day of class			
Friday, September 13th, Last day to register for Fall 2024			
Monday, September 30th, Monday, October 14th, Monday, November 11th, Statutory Holidays (no classes)			
Friday, October 25th, Last day to withdraw from class without academic penalty			
Friday, December 6th, Last day of class			
<b>Tuesday, December 10th - Friday, December 20th, Final Exam Period</b>			
	2024 Week of:	Topic	Textbook
1	Sept 2 - 6	Introduction to Management Information Systems	
2	Sept 9 -13	Business-Driven Information Systems <i>Lab: Excel for What-If &amp; Optimization Problems</i>	Ch 01
3	Sept 16-20	Digital Transformation: Decisions, Processes & AI <i>Lab: Business Analysis &amp; Process Mapping</i>	Ch 02
4	Sept 23-27	Electronic Business & its Value Proposition <i>Assignment 1: Business Analysis &amp; Process Mapping</i>	Ch 03 App D
5	Sept 30 - Oct 4	***No Class Monday Sept 30*** Data, Analytics & Business Intelligence - Part 1	Ch 06.1 App C
6	Oct 7-11	Data, Analytics & Business Intelligence - Part 2 <i>Lab: Entity-Relationship Diagramming &amp; Simnet Access</i>	Ch 06.2
7	Oct 14 - 18	***No Class Monday Oct 14*** <b>MID-TERM Exam (25%)</b> <b>Assignment 2: ER Diagram</b>	
8	Oct 21-25	Digital Ecosystems: Connecting Business & Society <b>Assignment 3: SIMnet Access</b>	Ch 07 App B & E
9	Oct 28 - Nov 1	Ethics & Information Security <i>Lab: Excel Power Query, Power BI, and ETL</i>	Ch 04 CC 01
10	Nov 4 - 8	IT Infrastructure & Sustainable Technologies <i>Lab: Excel Power Query, Power BI, and ETL</i>	Ch 05 App A
11	Nov 11 - 15	***No Class Monday Nov 11*** Enterprise Applications (ERP I) <b>Assignment 4: Data Visualization and BI Tools</b>	Ch 08.2
12	Nov 18 - 22	Enterprise Applications (ERP II: SCM, CRM) <i>Lab: Business Analysis and Requirements Planning</i>	Ch 08.1
13	Nov 25 - 29	Systems Development & Project Management <i>Lab: Business Analysis and Requirements Planning</i>	Ch 09
14	Dec 2-6	<i>Final Exam Review</i> <b>Assignment 5: Business Analysis &amp; Requirements Planning</b>	

## 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](http://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, 6<sup>th</sup> edition (2009). 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.