ISM 4400 – Management Support Systems - U01

Mondays 7:50 pm to 10:30 pm in RB 150

August 26, 2013 – December 7, 2013

GENERAL INFORMATION

PROFESSOR INFORMATION

Instructor:
Prof. Nicole Wishart
Phone:
(305) 348-2830
Office Hours:
By appointment
E-mail:
wishartn@fiu.edu

COURSE DESCRIPTION

ISM4400 focuses on the use of information processing and decision support technologies to provide knowledge workers with powerful tools that assist in making informed and rational decisions. The emphasis will be on the design of spreadsheet-based decision support systems.

COURSE LEVEL STUDENT LEARNING OUTCOMES

1. Understand and apply valuable decision support concepts
2. Integrate data management and information systems tools with data modeling and analysis techniques
3. Manipulate and analyze data
4. Create reports and visualizations
5. Perform forecasting, planning, and optimization modeling
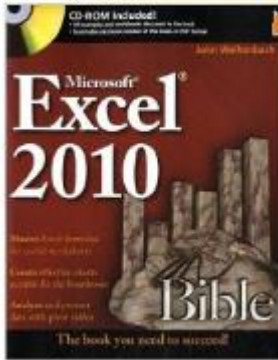6. Create user applications with easy-to-use interfaces

MAJOR & CURRICULUM STUDENT LEARNING OUTCOMES TARGETED

- Use MIS to enhance decision making
- Generate informational reports
- Build and/or interpret models for planning
- Organize, summarize, and analyze data
- Create meaningful and effective information
- Integrate data from Excel to Access and vice versa

REQUIRED COURSE MATERIAL

Title: Excel 2010 Bible
Author: John Walkenbach
ISBN: 9780470474877

TEACHING METHODOLOGY

The course is a combination of lecture, problem solving tasks, and hands-on exercises. Lectures introduce major concepts and issues. Hands-on exercises provide the opportunity to apply the concepts and develop problem-solving and technical skills.

UNDERGRADUATE COURSE PREREQUISITES

Students should have a good working knowledge of the Windows environment and be familiar with the Windows Explorer utility. Additionally, students should be able to use Internet resources to access information and communicate electronically.
For more information about pre-requisites, click here

COMMUNICATING WITH THE INSTRUCTOR

Your instructor has created a web support environment for this course. The bulk of communication will occur using the discussion forum and email tools in the course management system (Blackboard). Additionally, you may contact the instructor via Skype – username nicole.wishart

DISABILITY NOTICE

If you have a disability and need assistance, please contact the Disability Resource Center (University Park: GC190; 305-348-3532) (North Campus: WUC139, 305-919-5345). Upon contact, the Disability Resource Center will review your request and contact your professors or other personnel to make arrangements for appropriate modification and/or assistance.

EXPERIENTIAL LEARNING ACTIVITIES

Hands-on exercises in every class session.
Semester project.

RELIGIOUS HOLIDAYS

The University's policy on religious holidays as stated in the University Catalog and Student Handbook will be followed in this class. Any student may request to be excused from class to observe a religious holy day of his or her faith.

ASSURANCE OF LEARNING

The College of Business cares about the quality of your education. More on the College's commitment to Assurance of Learning can be found at the following link: http://businessonline.fiu.edu/course_addons/Learning_Commitment.pdf

RULES, POLICIES, AND ACADEMIC MISCONDUCT

Assignments from the text and other resources are listed below for each class session. Students are expected to pace their learning according to the posted course assignments.

It is expected that interactive learning and teaching will enrich the learning experience of all students, and that each student will work in partnership with the professor to create a positive learning experience for all. Student engagement is a necessary condition for an effective learning experience, and includes contributions to debate and discussion (if any), positive interactive learning with others, and an enthusiastic attitude towards inquiry. Everyone is expected to be a positive contributor to the class learning community, and students are expected to share the responsibility of teaching each other.

Statement of Understanding between Professor and Student

Every student must respect the right of all to have an equitable opportunity to learn and honestly demonstrate the quality of their learning. Therefore, all students must adhere to a standard of academic conduct, demonstrating respect for themselves, their fellow students, and the educational mission of the University. As a student in the College of Business taking this class:
- I will not represent someone else's work as my own
- I will not cheat, nor will I aid in another's cheating
- I will be honest in my academic endeavors

- I understand that if I am found responsible for academic misconduct, I will be subject to the academic misconduct procedures and sanctions as outlined in the Student Handbook

Failure to adhere to the guidelines stated above may result in one of the following:
Expulsion: Permanent separation of the student from the University, preventing readmission to the institution. This sanction shall be recorded on the student's transcript.
Suspension: Temporary separation of the student from the University for a specific period of time.

By taking this course I promise to adhere to FIU's Student Code of Academic Integrity. Click herefor details on policy and procedure.

NOTE: Intensive Auditing of the course will be conducted to prevent academic misconduct.

GRADING POLICY

Letter Grade	Range	Letter Grade	Range	Letter Grade	Range
A	93-100%	B-	80-82	D+	67-69
A-	90-92	C+	77-79	D	63-66
B+	87-89	C	73-76	D-	60-62
B	83-86	C-	70-72	F	<60

ASSIGNMENT WEIGHTS

Course Requirements	Weighting
In-class quizzes *(individual, 2 out of 3, 25 points each)*	50%
In-class exam *(individual)*	25%
Projects *(group or individual)*	25%
TOTAL	100%

STUDENT PERFORMANCE EXPECTATIONS

Students are expected to:
- Attend class regularly
- Read assigned chapters
- Complete assignments by scheduled deadlines
- Study and practice
- Contribute meaningfully and substantially to group assignment(s)

COURSE CALENDAR

Date	Topic
Aug 26	Overview of Management Support Systems
	Decision models – formulas and functions
Sep 2	Labor Day holiday (university closed)
Sep 9	Application automation – macros, VBA
Sep 16	Transactional systems
Sep 23	Transactional systems
Sep 30	Data management
Oct 7	Data management [**Quiz 1 – transactional system**]
Oct 14	Reporting and visualization
Oct 21	Reporting and visualization
Oct 28	Reporting and visualization
Nov 4	Decision models – what-if analysis [**Quiz 2 – reporting system**]
Nov 11	Veteran's Day holiday (university closed)
Nov 18	Decision models – what-if analysis
Nov 25	Decision models – what-if analysis [**Quiz 3 – what-if analysis system**]
Dec 2	Review and practice for final exam Project work day

Dec 9	**Exam** *[confirm time/location]*