IDENTIFYING INFORMATION

Course: CPS 603
CRN: 656646
Location: Hickam AFB
Course Dates and Times: May 27-28, June 10-11, and June 24-25, 2005
Fri. 6:00 PM to 10:00 PM; Sat. 8:00 AM to 5:00 PM
Instructor: Edward L. Lamie
I am currently serving as the Director of Educational Services at Express Logic, Inc. in San Diego, California. I am a Professor Emeritus of Computer Science, having retired from California State University, Stanislaus, where I served from 1982 to 2002. I was the Founding Chair of Central Michigan University's Computer Science Department from 1971 to 1982.

I received my bachelor's degree in mathematics from San Diego State University and my M.S./PhD degrees in computer science from the University of Southern California and Michigan State University, respectively.

Instructor Contact Information:
Home Number: (858) 774-3706 (cell)
Work Number: (858) 613-6640 x103
Short Text Messages: 18587743706@mmode.com
Fax Number: (508) 300-8547
E-mail Address: ELamie@ExpressLogic.com
Instructor Availability: Via email 24/7, FAX, or phone (hours TBA)

Prerequisites: CPS 501 or permission of the instructor.

TEXTBOOKS AND INSTRUCTIONAL MATERIALS


Other Materials: Website provided by the instructor: http://www.cs.csustan.edu/~lamie/CPS603/index.htm
This website contains a complete set of lecture notes, sample exams, MS Office tutorials, and several useful links.
Multimedia CD packaged with the book (full text and summary versions of the textbook, study guides, videos, and quizzes).
III  COURSE DESCRIPTION
This course is designed to help students understand computers, the growth stages of computer usage in an organization, the information flow within an organization, and the role of the MIS manager in providing information to the organization.

IV  COURSE GOALS AND OBJECTIVES
A student completing this course should have accomplished the following:
1. An understanding of how data resources are managed.
2. An understanding of the processes involved in the analysis, design, evaluation, and implementation of an information system within an organization.
3. Knowledge of how to choose the correct applications portfolio.
4. An understanding of the organization, management function, and use of computer information to bring all the components within an organization together.
5. An understanding of the role of the MIS manager and how it is changing.
6. An understanding of the impact of information technology on the structure and functioning of an organization.

V  METHODOLOGY
Your instructor intends to employ the lecture/discussion approach during the class sessions. Each student is expected to be an active, thoughtful participant in the class discussions. Projects and case studies will be used to reinforce textbook concepts. Each student will be required to complete an oral/written research project.

VI  COURSE OUTLINE/ASSIGNMENTS
Pre-Class Assignment:
Prior to the first class meeting, access the class web site and download any needed files.
http://www.cs.csustan.edu/~lamie/CPS603/index.htm
Prior to the first class meeting, study Chapters 1 and 2 and develop brief solutions to selected review questions at the end of these chapters. Be prepared to discuss these questions on the first day of class, although you will not be required to submit your solutions.
   Chapter 1, Review Questions, Page 35, #1-5 7, 9, 11, 14, and 17
   Chapter 2, Review Questions, Page 70, #1-6, 10-11, and 14-15

Outline of Session Topics and Activities:
See the section titled Tentative Schedule for topics and activities.

Post-Class Assignment:
N/A

Assignment Due Dates:
See the section titled Tentative Schedule for due dates.

Student-Involvement Hours
Assigned chapters in the textbook must be read before each class meeting.
CRITERIA FOR EVALUATION

<table>
<thead>
<tr>
<th></th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination 1</td>
<td>30%</td>
</tr>
<tr>
<td>Examination 2</td>
<td>30%</td>
</tr>
<tr>
<td>Oral/Written Project</td>
<td>40%</td>
</tr>
</tbody>
</table>

**Evaluation Criteria:** The exams will be based on material in the textbook and on material presented in class. The grade for the oral/written project will be based on the depth and understanding of the topic researched (see the following section titled *Oral/Written Project*).

**Late Assignments:** Contact instructor.

**Make-Ups and Rewrites:** Contact instructor.

**Attendance Policy:** Attendance is taken at each class meeting.

**Class Participation:** Participation is essential in order to complete the course.

**Grading Scale Based on 100% Total:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>≥ 94</td>
</tr>
<tr>
<td>A-</td>
<td>90-93</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
</tr>
<tr>
<td>B</td>
<td>84-86</td>
</tr>
<tr>
<td>B-</td>
<td>80-83</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
</tr>
<tr>
<td>C</td>
<td>74-76</td>
</tr>
<tr>
<td>C-</td>
<td>70-73</td>
</tr>
<tr>
<td>E</td>
<td>&lt; 70</td>
</tr>
</tbody>
</table>

**Incomplete:** The (I) Incomplete is a temporary grade used in cases when a student is unable to complete course requirements because of illness or other justifiable circumstances. An (I) Incomplete is assigned in cases in which the student has completed satisfactorily the major portion (50%) of the course requirements and has the ability to complete the remaining work without re-registering for the course. Further information on (I) Incomplete can be found in the current Bulletin.

**Copies of Assignments:** Attention CMU students: It is your responsibility to retain a copy of any materials that you mail or hand in to a center or to your instructor. This includes, but is not limited to, exams, assignments, cases, or reports.

**Oral/Written Project**

This is an individual, practical, and real-life research problem. It should be a case study of an existing or a proposed Management Information System. Your topic selection should be based on systems discussed in the textbook or systems with which you are familiar. You must select the project you would like to research, but you must submit your project proposal to your instructor and obtain approval in order to proceed. This should be done as soon as possible, but not later than the second weekend of the class. If you submit your proposal to your instructor via email, you will receive a response quickly.
Following is a table containing projects and case studies described in the textbook that you may consider for your project.

<table>
<thead>
<tr>
<th>Project or Case Study</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part 1 Project—Analyzing Business Processes for an Enterprise System</td>
<td>188</td>
</tr>
<tr>
<td>Part 2 Project—Creating a New Internet Business (5 parts)</td>
<td></td>
</tr>
<tr>
<td>Business 1: InfoInc</td>
<td>327 to</td>
</tr>
<tr>
<td>Business 2: Aerospace Metal Alloys</td>
<td>328</td>
</tr>
<tr>
<td>Business 3: Columbiana</td>
<td></td>
</tr>
<tr>
<td>Business 4: Home Do-It-Yourself Tools Inc</td>
<td></td>
</tr>
<tr>
<td>Business 5: Low Cost Tires Inc</td>
<td></td>
</tr>
<tr>
<td>Part 3 Project—Designing an Enterprise Information Portal</td>
<td>442</td>
</tr>
<tr>
<td>Part 4 Project—Redesigning Business Processes</td>
<td>560</td>
</tr>
<tr>
<td>International Case Study 1—Business Intelligence Strategy</td>
<td>563</td>
</tr>
<tr>
<td>International Case Study 2—A Knowledge Platform</td>
<td>572</td>
</tr>
<tr>
<td>International Case Study 3—Growing an Application</td>
<td>581</td>
</tr>
</tbody>
</table>

Your project must not merely summarize the case study. It must identify key issues and problems, outline and assess alternative courses of action, and draw appropriate conclusions. Following are several factors that should be addressed by your project.

1. Identify the most important facts surrounding the case
2. Identify the key issue or issues
3. Specify alternative courses of action
4. Evaluate each course of action
5. Recommend the best course of action

Your written report must be typed, double-spaced, and using standards published by the American Psychological Association (APA). The narrative portion of your paper should consist of at least 10 pages. Include charts, tables, figures, and references and/or a bibliography. See the section titled *APA MANUAL IN BRIEF* for an overview of the style guidelines.

Your oral presentation is limited to 10 to 15 minutes. It must be a summary of the major points in your written presentation. Use prepared visual aids such as a PowerPoint presentation or transparencies.

**Project Evaluation Summary**

<table>
<thead>
<tr>
<th>Evaluation Item</th>
<th>Oral</th>
<th>Written</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth of understanding of the material</td>
<td>10%</td>
<td>30%</td>
</tr>
<tr>
<td>Coverage of the five case study factors (listed above)</td>
<td>10%</td>
<td>30%</td>
</tr>
<tr>
<td>Clarity and professionalism of presentation</td>
<td>5%</td>
<td>15%</td>
</tr>
</tbody>
</table>
## Tentative Schedule

**Weekend # 1**

<table>
<thead>
<tr>
<th>Date</th>
<th>Chapter 1: Managing the Digital Firm</th>
<th>Chapter 2: Information Systems in the Enterprise</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, May 27</td>
<td>Overview and Pre-assignment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Case Study and/or Application Software Exercise</td>
<td>Chapter 5: Ethical and Social Issues in the Digital Firm</td>
</tr>
<tr>
<td></td>
<td>Chapter 6: Hardware and Software in the Enterprise</td>
<td>Chapter 7: Managing Data Resources</td>
</tr>
</tbody>
</table>

**Weekend # 2**

<table>
<thead>
<tr>
<th>Date</th>
<th>Chapter 8: Telecommunications, Networks &amp; Wireless Computing</th>
<th>Chapter 9: Internet: Info Tech Infrastructure for the Digital Firm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, June 10</td>
<td>Project selection due</td>
<td>Case Study and/or Application Software Exercise</td>
</tr>
<tr>
<td>Saturday, June 11</td>
<td>Examination 1 (Chapters 1 – 7)</td>
<td>Chapter 10: Enterprise Applications &amp; Business Process Integration</td>
</tr>
<tr>
<td></td>
<td>Chapter 11: Managing Knowledge in the Digital Firm</td>
<td>Chapter 12: Enhancing Mgmt Decision-Making for Digital Firm</td>
</tr>
<tr>
<td></td>
<td>Case Study and/or Application Software Exercise</td>
<td>Case Study and/or Application Software Exercise</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Project: Oral and Written Reports</td>
</tr>
</tbody>
</table>

**Weekend # 3**

<table>
<thead>
<tr>
<th>Date</th>
<th>Chapter 13: Redesigning the Organization with Info Systems</th>
<th>Project: Oral and Written Reports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, June 24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saturday, June 25</td>
<td>Examination 2 (Chapters 8 – 12)</td>
<td>Chapter 14: Understanding the Business Value of Systems and Managing Change</td>
</tr>
<tr>
<td></td>
<td>Chapter 15: Information System Security and Control</td>
<td>Case Study and/or Application Software Exercise</td>
</tr>
<tr>
<td></td>
<td>Case Study and/or Application Software Exercise</td>
<td>Project: Oral and Written Reports</td>
</tr>
</tbody>
</table>
VIII  SUPPORT SERVICES AND OTHER REQUIREMENTS

OCLS: CMU offers you a variety of library service through Off-Campus Library Services. Check the OCLS website, http://ocls.cmich.edu, for more information and current hours. Reference Librarians provide help using research tools such as the library catalog and research databases and help you find information related to your research topic. Document Delivery provides the specific books and journal articles you request. You can order up to 50 items per class, per week from Document Delivery. However, only 20 requests will be taken over the phone. Requests over 20 can be faxed or emailed.

Reference Librarians contact information:
- Toll-free phone: 1-800-274-3838
- Email: oclsref@cmich.edu
- Ask OCLS request form at http://ocls.cmich.edu/reference/index.html

Document Delivery contact information:
- Toll-free phone: 1-800-274-3838
- Toll-free fax: 1-877-329-6257
- Email: ocllibsvc@cmich.edu
- Document Delivery request forms at http://ocls.cmich.edu/delivery/index.html

Academic Dishonesty: Written or other work, which a student submits must be the product of her/his own efforts. Plagiarism, cheating and other forms of academic dishonesty, including dishonesty involving computer technology, are prohibited. Further information on Academic Dishonesty can be found in the current Bulletin.

ADA: CMU provides individuals with disabilities reasonable accommodations to participate in educational programs, activities and services. Students with disabilities requiring accommodations to participate in class activities or meet course requirements should contact Ms. Jill Noch, at (800) 950-1144, Extension 4464, as soon as you register for class.

IX  BIBLIOGRAPHY

Books


**Online Journal Databases Available from the OCLS Web site at: ocls.cmich.edu**

1. ABI Inform/Global (Proquest))
2. Business Management (Firstsearch)
3. Wilson Business (Firstsearch)
4. Applied Science and Technology Abstracts (Firstsearch)
Presentation

- Double-space everything.
- Margins: 1.0" on all sides.
- Pagination: 1.0" from edges, upper right-hand corner or bottom-centered. Use lower-case Roman numerals for lists and tables; use Arabic numbers throughout, beginning on page one of the body of the paper.
- Indentation: One-half inch (0.5"); all paragraphs and second or third lines of each reference.
- Do not right-justify the paper.
- Do not use boldface type; italics print takes the place of underlining only.
- Start each new chapter on a new page.
- Order of presentation:
  - Title Page
  - Table of Contents
  - List of Tables
  - List of Figures
  - Body of Paper (Chapters)
  - References
  - Appendices.
- Put the paper in a binder using some sort of clasps.
- Always retain a second copy.

Content

- Use only non-gender-specific language throughout the paper.
- Numbers one through ten are spelled out; never start a sentence with a number (14 states...).
- Give credit for direct quotes, statistics (Author, Year, p. #), other's ideas, or other's ideas one has put in different words (Author, Year).
- Do not use personal pronouns or contractions.

EXAMPLES FROM THE APA MANUAL
Reference Citation used in the Text

The following guidelines provide information on the typing of a reference citation (footnote) in the body of the paper.

One Author
  Jones compared reaction times...
  In a recent study of reaction times (Jones, 1998)...

Two Authors
  Jones and Smith (2003) found...

More than two Authors
  Crocker, DuFord, and Todd (2001) found...; after the first citation, use: Crocker et al. (2001) found...

Use of the Ampersand (&) and the Word "and"
  In a recent study of reaction times (Todd & Reimund, 2003)...
  In a recent study, Todd and Reimund (2003) demonstrated...

Corporate Authors
  Information provided by the Jones Institute of Mental Health (JIMN, 2003)...

Works with no Author
  On free data ("Micros in Schools," 2000... [article title used]
  The book College Bound Seniors (1999)... [book title used]

Authors with the same Surname
  R. Smith (1994) and F. Smith (1997) also found...
Either a list of references or a bibliography may be given in a formal paper. It is more customary to provide a list of references, which cites only those sources which have been referred to in the writing of the paper. A bibliography, however, which cites the literature in the field, may be preferred by the monitor. The examples that follow are bogus.

Reference to a Book

Reference to a Periodical

Reference to a Website