COURSE TITLE BLACKBOARD SITE	MIS 7593 Managing Information Technology Summer 2012 – http://my.ltu.edu and select CRN 5452
INSTRUCTOR	Name: Victor Allen Title: Graduate College of Management Professor Telephone: 248.204.3050 E-mail: profallen@mi.rr.com Office Location: Southfield Main Campus Office Hours: Pre-set office hours posted in the course schedule or by appointment.
SCHEDULE	May 16, 2012 – July 26, 2012 Refer to http://www.ltu.edu/registrars_office/calendar_final_exam.index.asp for the last date to withdraw and other important registration related information.
LEVEL/HOURS PREREQUISITE	Graduate Degree / 3 credit hours Completion of all core concentration courses
REQUIRED TEXT (See Blackboard for additional resources)	Managing Information Technology, 7th edition by (Martin, Brown, DeHayes, Hoffer, Martin, Perkins) Pearson Prentice Hall, 2012 ISBN-10: 0132146320 | ISBN-13: 978-0132146326 Available for online purchase through LTU Bookstore at: http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489
ADDITIONAL RESOURCES	LTU Online student resources: http://www.ltu.edu/ltuonline/
TECHNICAL SUPPORT	Technical support for using Blackboard is provided by the Helpdesk, 248.204.2330 or helpdesk@ltu.edu. Send the Help Desk a form detailing any issues by clicking here http://tinyurl.com/3yqrvne.

COURSE SCHEDULE FOR COLLEGE OF MANAGEMENT (GRAD) SEMESTER COURSES

This fully online course begins with a partial week online course orientation period to familiarize yourself with the online learning environment and to meet online or via the phone with your instructor. Each subsequent week starts on a Monday and ends on a Sunday.

Dates	Modules	Topics / Readings	Assignments Due
Prior to Semester Start and May 14 – May 20	Module 0 Overview and Introductions	Overview of textbook Online Learning Orientation Course Orientation	- Course orientation - Instructor conversation - Discussion Board 1 & 2 Module 0 due by Friday (extra credit)
Week of May 21 – May 27	Module 1 - Understanding IT Leadership Roles - Understanding the three IT assets - Leveraging IT to compete	Read Chapter 1 of textbook	- Discussion Board Module 1 due Wednesday - Module 1 Quiz due by Friday
Week of May 28 – Jun 3	Module 2 - Evolution of computer Systems - Basic components of a computer system - Types of computer systems	Read Chapter 2 of textbook	- Discussion Board Module 2 due by Wednesday - Module 2 Quiz due by Friday - Module 2 Homework Assignment due by Saturday
Week of Jun 4 – Jun 10	Module 3 - Evolution of computer programming - Types of computer software	Read Chapter 2 of textbook	- Discussion Board Module 3 due by Wednesday - Research Paper #1 due by Saturday
Week of Jun 11 – Jun 17	Module 4 - Enterprise systems - Evolution of client/server to web services - Transaction processing systems - Data	Read Chapter 5 of textbook	- Discussion Board Module 4 due by Wednesday - Module 4 Quiz due by Friday - Module 4 Homework Assignment due by Saturday

Dates	Modules	Topics / Readings	Assignments Due
	warehousing - Intranets and portals		
Week of Jun 18 – Jun 24	Module 5 - Systems development lifecycle methodologies - Prototyping methodology (SDLC) - Rapid application development (RAD) - Agile methodologies	- Read Chapter 9 of textbook - Review 'Allen Approach' SDLC methodology on Bb	- Discussion Board Module 5 due by Wednesday - Module 5 Quiz due by Friday
Week of Jun 25 – Jul 1	Module 6 - IT Strategy - Outsourcing Development	- Read Chapter 9 of textbook - Review 'Budget and Forecast' template on Bb -Review 'Writing Effective Objectives' on Bb	- Discussion Board Module 6 due by Wednesday - Module 6 Homework Assignment due by Saturday
Week of Jul 2 – Jul 8	Module 7 - Software Evaluation - Application Service Providers (ASP)	- Read Chapter 10 of textbook - Review software evaluation examples on Bb	- Discussion Board Module 7 due by Wednesday - Module 7 Quiz due by Friday - Module 7 Homework Assignment due by Saturday
Week of Jul 9 – Jul 15	Module 8 Methodologies for purchased software packages	- Read Chapter 10 of textbook	- Discussion Board Module 8 due by Wednesday - Research Paper #2 due by Saturday
Week of Jul 16 – Jul 22	Module 9 - IT Project Management Roles - IT Project Lifecycle Phases - Project Charter	- Read Chapter 11 of textbook - Review Project Charter template on Bb	- Discussion Board Module 9 due by Wednesday - Module 9 Quiz due by Friday - Module 9 Homework Assignment due by Saturday
Week of Jul 23 – Jul 29	Module 10 - E-Crime - Compliance with IT security laws	- Read Chapter 14 of textbook - Review Information Security Policy on Bb	- Discussion Board Module 10 due by Wednesday - Module 10 Quiz due by Friday - Module 10 Homework Assignment due by Saturday
THIS IS A 10 WEEK SEMESTER. THE SEMESTER WILL BE CONDENSED TO INCLUDE REMAINING COURSEWORK AND FINAL EXAMS.			

STUDENT EVALUATION

Letter grades are awarded based on the following:

Homework	40%
Quizzes	20%
Research Papers	20%
Discussion Boards	20%

Percentage	Letter Grade
100-96	A
90-93	A-
85-89	B+
80-84	B
75-79	B-
70-74	C+
65-60	C
59 or less	F

Note: Grades lower than a "B" fall below the LTU graduate standard

NOTE: If a student's final grade is lower than a C, then the student will receive an F grade (There are no C- or D grades for graduate students)

EDUCATIONAL GOALS

This course is designed to challenge the student by integrating skills such as Project Management, Systems Analysis and Design, Leadership and Management. The course will require students to analyze complex business and technology issues, design solutions, and present recommendations to management.

Upon completion of this course the student should be able to propose, plan, design, document, and manage comprehensive business Information Systems in a team environment. The course will place a strong emphasis on real-world situations and will provide an excellent foundation for future projects.

STUDENT LEARNING OBJECTIVES / OUTCOMES

- Students and instructor will communicate, interact, and inspire one another
- Ability to describe the roles that leadership plays in leveraging IT assets
- Ability to describe how a central processing unit works with other components of a computer
- Ability to advise senior management on data center operation decisions
- Ability to explain the evolution of computer programming languages
- Ability to explain the changing nature of computer software
- Ability to recognize how Enterprise Resource Planning (ERP) systems differ from other application system software
- Ability to explain the migration from client/server computing to web service computing
- Ability to recognize the difference between an on-line systems and a transaction processing system
- Ability to describe what a data warehouse is
- Ability to differentiate between the internet and portals
- Ability to develop a method to choose between different software packages
- Ability to recognize the differences between in-house application hosting and application service providers
- Ability to develop a Request For Proposal (RFP) to support the selection of an Enterprise Resource Planning (ERP) software product
- Ability to develop a method to choose between different software packages
- Ability to develop a project schedule using a system development lifecycle methodology
- Ability to recognize the difference between rapid application development and agile software development
- Ability to develop a business plan to establish an Information Technology department at a start-up company
- Ability to justify outsource development to senior managers

PREREQUISITE SKILLS
Completion of all required concentration courses. Must be in the last nine hours of study.

INSTRUCTIONAL METHODS AND COURSE ORGANIZATION

Blackboard Learning Environment – Blackboard at my.ltu.edu contains the syllabus, all assignments, reading materials, streaming videos, narrated PowerPoint mini-lectures, podcasts, written lecture notes, chapter quizzes, links to Web resources, and discussion forums. You will submit all assignments via Blackboard, and are expected to participate regularly in discussion topics. Please take time to familiarize yourself with the organization of the Blackboard site. You will want to check the site frequently for announcements reminding you of new resources and upcoming assignments.
Quizzes – Chapter quizzes based upon textbook reading will help students measure their understanding of course material.
Required Reading – Textbook chapters should be read according to the schedule outlined in the syllabus. Chapters will be discussed online.
Assignments – See course schedule in the syllabus and assignment section in Blackboard. Assignments will include Discussion Boards, Chapter Questions, Research Papers, and other assignments.

CLASS POLICIES AND EXPECTATIONS

I plan to offer you a valuable learning experience, and expect us to work together to achieve this goal. Here are some general expectations regarding this course:

Each student has a LTU email account. If you wish to use a different email address for this course, please **change your email address in Blackboard under "Blackboard Tools", then "Personal Information"** and send an email to me to store your email address in my directory.

Readings, discussion forum participation, and written assignments must be completed according to the class schedule. It is important to contact the instructor as needed to discuss personal needs regarding course requirements and assignments.

It is essential that all students actively contribute to the course objectives through their experiences and working knowledge.

All assignments must be submitted on schedule, via Blackboard, and using Microsoft Office compatible software. If you need to submit an assignment via email, contact the instructor in advance.

Assignments must be completed to an adequate standard to obtain a passing grade. Requirements for each assignment are detailed in this syllabus.

Be prepared to log into Blackboard at least once each day. Please focus your online correspondence within the appropriate Blackboard discussion forums so that your colleagues can learn from you.

At midterm and at the end of the course, you will be invited to participate in a University evaluation of this course. Your feedback is important to the University, to LTU Online, and to me as an instructor, and I encourage you to participate in the evaluation process.

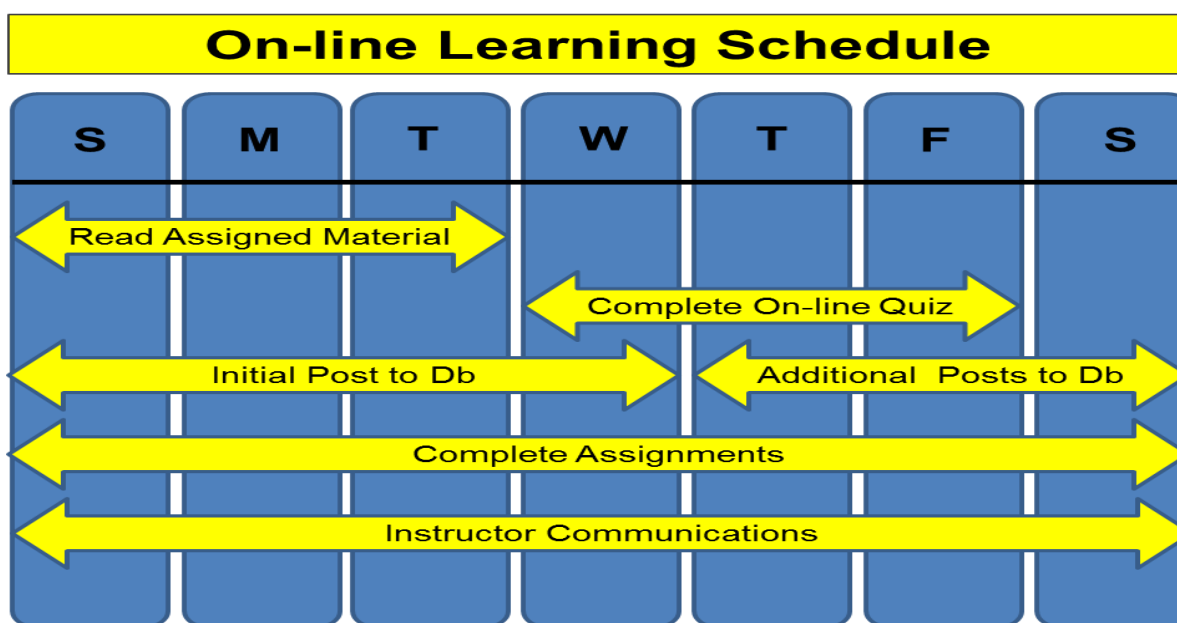It is important for you as students to know what to expect from me as your instructor:
- I will be available to you via e-mail, and will promptly reply to your messages.
- I will be available to you for face-to-face appointments as requested.
- I will maintain the Blackboard web site with current materials, and will resolve any content-related problems promptly as they are reported to me.
- I will send out a weekly e-mail update to all class members to guide upcoming work and remind you of assignment due dates.
- I will return all assignments to you promptly, and will include individualized comments and suggestions with each assignment.
- I will hold our personal written or verbal communications in confidence. I will not post any of your assignments for viewing by the class without requesting your approval in advance.
- I will treat all members of the class fairly, and will do my best to accommodate individual learning styles and special needs.
- If any of these points need clarification, or should special circumstances arise that require my assistance, please contact me so that we may discuss and resolve the matter.

PRACTICAL GUIDELINES FOR CLASS LOAD EXPECTATIONS

A three-credit course generally requires <u>at least</u> nine hours per week of time commitment. Here are some practical guidelines to help schedule your time commitments for this online course:

- A 14-week semester (the Summer semester is compressed into 10 weeks) would require at least 126 hours of time commitment to successfully complete all readings, activities, assignments, and texts as described in this syllabus.
- You should reserve at least 6 hours per week to read the required textbook chapters and resources, participate in online discussions, review presentation materials, and work through online quizzes. This effort will total at least 84 hours over the course of the semester.
- You should organize your remaining time to roughly correspond with the point value of each major assignment. This means that you should plan to spend at least:
  - 8-9 hours preparing your case study review;
  - 24-40 hours working with your group on the three parts of your semester-long project;
  - 8-9 hours working on the various components of your reflective consolidation (final exam).

These guidelines may not reflect the actual amount of outside time that you – as a unique individual with your own learning style – will need to complete the course requirements. The number of hours each week will vary based on assignment due dates, so please plan ahead to insure that you schedule your academic, work, and personal time effectively. The following graphic may be used to guide you in planning your weekly course work to remain on schedule:

ASSIGNMENT DETAILS

Course assignments and evaluation criteria are detailed below. Please review these requirements carefully. See the section Academic Resources / Assessment Guidelines for information about assessment of written and oral presentations.

Details for all assignments are shown below. Please note that you should not submit any assignments to the Blackboard "Digital Drop Box." All assignments are submitted using the Blackboard "Assignments" or "SafeAssign" function. Some assignments are also posted to the Blackboard Discussion Forum for student comments.

ASSIGNMENT EXPECTATIONS

In completing homework assignments, I expect that you solve assigned problems by yourself or, if permitted by me, by a group of students. Normally, I allow for general discussion between students about how to solve a problem. In no case, however, is it acceptable for you to copy a solution from a peer.

All assignments are submitted using the Blackboard "Assignments" or "SafeAssign" function. Some assignments are also posted to the Blackboard Discussion Forum for student comments.

All assignments must be submitted on schedule, via Blackboard, and using Microsoft Office compatible software. If you need to submit an assignment via email, contact the instructor in advance.

Assignments must be completed to an adequate standard to obtain a passing grade.

LATE ASSIGNMENTS

All assignments turned in late will have 20% deducted after grading - providing that they are no more than one week late. If an assignment is more than one week late, a grade of 0% will be assigned.   Please turn your work in on time. I do not want to give anyone a 0% on an assignment.

ASSIGNMENT DETAILS

Course assignments and evaluation criteria are detailed below. Please review these requirements carefully. See the section Academic Resources / Assessment Guidelines for information about assessment of written and oral presentations.

Homework (20%)

Homework assignments include textbook review questions, textbook discussion questions, textbook case studies, and unique instructor-developed assignments based upon real world situations. Homework assignments are graded based upon correctness and completeness of answers.

Quizzes (20%)

There will be a quiz for each textbook chapter.   The questions will be in the form of multiple choice, true/false, fill in the blank, and short answer. True/False questions will be worth one point each. Multiple Choice questions will be worth one point each. Fill in the Blank questions will be worth two points each. Short Answer questions will be worth 3 points each.

Research Paper (20%)

There will be two research papers to complete during the semester. The research papers will be graded on a percentage basis. The maximum percentage achievable for each research paper is 100%. Each research paper provides three topics from which you may choose. You will choose one of the three provided topics and write about it following the prescribed guidelines found in the research paper instructions. Thoughts coming from sources which are either copied or paraphrased must be cited using the publication manual of the American Psychological Association (APA).

Each research paper should be no more than 5 pages in length, including references – which are required when referencing your sources of information. A minimum of 5 different sources of information

(magazines, periodicals, books, etc…) must be used and referenced to support your statements. You may not use an internet site as a source. All sources must be from magazines, books, newspaper or periodicals.

The paper should at a minimum include the following (with clearly marked bold headers for each section below):
1. Overview (what is it)
2. Advantages from a business and IT perspective
3. Concerns/Issues from a business and IT perspective
4. Your recommendation for this company
5. What the future may hold for this model

Grading Rubric

Topic Area	Percentage
Content	
1. Overview	10%
2. Advantages from a business and IT perspective	10%
3. Concerns/Issues from a business and IT perspective	10%
4. Your recommendation for this company	10%
5. What the future may hold for this model	10%
Clearly Marked Bold Headers	10%
Maximum 5 pages in length	10%
5 Different Valid Sources	10%
Proper APA Citing	10%
Proper Grammar and Spelling	10%
Total	**100%**

Discussion Board (20%)

Posting responses to Discussion Boards requires timely contributions each week. Specific guidelines are listed in the syllabus. This includes timely posting, quality of contribution, and posting(s) addresses and develops the discussion topic. A total of 15 points is possible for each discussion board assignment.

Grading Rubric

Criteria	Unacceptable 0 Points	Acceptable 1 Point	Good 2 Points	Excellent 3 Points
Timing	No posting	Posted first response on Friday	Posted first response on Thursday	Posted first response on Wednesday
Content Contribution	Posting is off topic, incorrect, not relevant to subject	Repeats, does not add substantive information	Information posted is factual, lacks full development of concept / thought	Contribution is factual, reflective, and advances discussion topic
References & Support	No references included supporting posting	Personal experience provided, no reference to reading or research	Some references from literature and personal experience	Applied references from personal experience, literature, and readings supporting comments
Clarity & Mechanics	Posting unorganized, long, or inappropriate, multiple errors	Communication friendly, courteous, helpful, some errors in clarity, mechanics	Contributes valuable information, minor clarity or	Contributes with clear concise comments, formatted in easy to

		errors	mechanics errors	read style, free of grammatical or spelling errors
Respond to Other Students Posts	No response to other student posts	Respond to one other student's post	Respond to two other student's posts	Respond to three or more other student's posts

SYLLABUS ADDENDA

Please see the LTU Online "Current Students" web site http://www.ltu.edu/ltuonline/ for comprehensive information about Lawrence Tech's academic services, library services, student services, and academic integrity standards. The content of this web site is explicitly included in these syllabus requirements.

The LTU Online "Current Students" web site also includes grading rubrics used by your instructor to evaluate written assignments, discussion forum participation, and group assignments. Please note that the SafeAssign anti-plagiarism product will be used for written assignments submitted for this course. Please see the instructions included on the eHelp web site regarding the use of the SafeAssign product.

Undergraduates: Leadership Transcripts

The leadership transcript enables students to track co-curricular activities that are undertaken above and beyond the requirements of the LTU curriculum. The leadership transcript serves students by enhancing the leadership portfolio; providing the opportunity for a transcript of distinction; enhancing their resumes; and assisting in articulating leadership experience. It can be accessed by logging on to Banner Web and clicking the Student and Financial Aid tab. Leadership Activities is located at the bottom of the list.