THE UNIVERSITY OF WINNIPEG

APPLIED COMPUTER SCIENCE

Course Number – ACS-1803-004
Course Name – Introduction to Information Systems

Instructor Information
Instructor: **David Tenjo**   **Office:** 3D18
E-mail: **d.tenjo@uwinnipeg.ca**   **Office   Hours**: Friday: 12:00– 1:00pm
                                                    or by email appointment

Class Meeting Time:T, TH: 11:30 am – 12:45 pm   **Room No:** 3D01
Course Web Page: https://courses.acs.uwinnipeg.ca/1803-004

Important Dates

First Class: Thursday, January 4th, 2018

Reading Week (no classes):   February 20th – February 23rdth, 2018

Midterm Exam: Tuesday, February 13th, 2018

Final Withdrawal Date w/o academic penalty: Wednesday, March 14th, 2018
*(A minimum of 20% of the work on which the final
grade is based will be evaluated and available to
the student before the voluntary withdrawal
date)*

Last Class: Tuesday, April 3, 2018

Final Exam: Monday, April 16th, 2018 @ 6:00 PM

Course Objectives/Learning Outcomes
The course provides students with a basic conceptual understanding of Information Systems and computers as a tool, including the basics of database and telecommunication technology. The course also addresses the question: "how can computers help a business (or other organization)?" Highlights of business application systems that support the functions of accounting, finance, marketing, human resource management and manufacturing will be provided.

Enterprise Resource Planning Systems, Customer Relationship Management Systems, Executive Information Systems, Decision Support Systems and Expert Systems are also covered. Further, topics of eBusiness and eCommerce are covered. The final section of the course introduces the

student to the process of developing a customized computer-based information system, presenting the system development life cycle and outlining the work of a systems analyst.

In this course students will develop information system literacy as it differs from computer literacy. They will develop a thorough overview of the different ways computers can be used in organizational management and operations.

Evaluation Criteria

1. **Assignments (20%)**
   • Assignment 1 due *January 25, 2018*
   • Assignment 2 due *February 8, 2018*
   • Assignment 3 due March 8, 2018
   • Assignment 4 due *April 3,2017*

   All assignments due before the beginning of class. As a rule, late assignments will not be accepted, unless documented extenuating circumstances, such as a medical situation, prevented the timely completion of the work.

2. **Midterm Exam** (**25%**) – *February 13, 2018*
   • Missed exam will receive a mark of zero, unless a medical certificate is provided, no accommodation is made for missed exams.

3. **Final Exam (55%)** *- April 16, 2018*

Please contact the instructor as soon as possible if extenuating circumstances require you to miss a class, assignment, test or examination.

Keep a copy of all class work handed back in case there is an error in recording of marks by the instructor.

With regard to appeals, see Section 10 of the Regulations & Policies Document in the 2015-2016 Course Calendar (**http://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf**).

Exam Requirements
   • Photo ID at exam is required. (preferably U of W Student ID)
   • You are expected to write the test/exam on its given day.
   • No electronic devices (e.g. cell/smart phone, laptop, scientific calculators, translators, etc.) are permitted.
   • Midterm and final exams are closed-book.
   • Unless a medical certificate is provided, no accommodation is made for missed exams.

Final Letter Grade Assignment

Historically, numerical percentages have been converted to letter grades using the following scale. However, instructors can deviate from these values based on pedagogical nuances of a particular class, and final grades are subject to approval by the Department Review Committee.

   A+   90+ - 100%   B+   75 - 79%   C   60 - 64%

A	85 - 90%	B	70 - 74%	D	50 - 59%
A-	80 - 84%	C+	65 - 69%	F	below 50%

Prerequisite and Restriction Information[*]

(This information can be found in the UW Undergraduate Academic Calendar)

There are no formal pre-requisites listed in the calendar. However, it is assumed that students have basic knowledge on computer usage including the internet, electronic files, and word processing applications.

Email Communication

All email communication must be done using the **U of W email account.** Those are usually not filtered by the UofW email filter. There is no guarantee that emails sent from a different account will be addressed by the instructor.

Accomodations available for Students

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential http://www.uwinnipeg.ca/accessibility .

Students may choose not to attend classes or write examinations on religious holidays. However, they must notify their instructor at least two weeks in advance. Instructors will then provide an opportunity for students to make up work or examinations without penalty. A list of religious holidays can be found in the 2017-18 Undergraduate Academic Calendar.

All students, faculty and staff have the right to participate, learn, and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at www.uwinnipeg.ca/respect .

Misuse of Computer Facilities, Plagiarism, and Cheating

Academic dishonesty is a very serious offense and will be dealt with in accordance with the University's policies. Be sure that you have read and understood Regulations & Policies #8, in the 2017-2018 UW Undergraduate Academic Calendar available at http://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf.

Additional information is available at University of Winnipeg library video tutorial "Avoiding Plagiarism" https://www.youtube.com/watch?v=UvFdxRU9a8g

Avoiding Academic Misconduct. Uploading essays and other assignments to essay vendor or essay trader sites (filesharing sites that are known providers of essays for use by others who

submit them to instructors as their own work) involves "aiding and abetting" plagiarism. Students who do this can be charged with Academic Misconduct.

Avoiding Copyright Violation. Course materials are owned by the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the same class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also obtain instructor/presenter permission before photographing or recording slides, presentations, lectures, and notes on the board.

Text Book(s) / Reading List / Tools

- Fundamentals of Information Systems (9th edition), by Stair and Reynolds; Course Technology, ISBN13: 978-1-337-09753-6
- Additional Readings and Class Notes will be made available through the course web site.

Topics to be covered (Tentative)

1. Definition of Data, information, and Information Systems
2. Database concepts; database modeling, data warehousing and mining. Data integrity, privacy, security principles. Database Management Systems.
3. Information needs at different levels in the organization. Operational, Tactical and Executive information Systems. Information Processing modes 9Batch, Online, etc.)
4. Basic transaction processing and management reporting systems in: accounting, finance, marketing, human resources, manufacturing and supply chain management. Electronic Data Interchange, Enterprise Resource Planning systems.
5. Other types of business systems: Customer Relationship Management (CRM) Systems, Decision Support Systems, Geographic Information Systems, Expert Systems, Knowledge Management Systems, Global Information Systems, Vertical Area Systems, Office Automation Systems; Web-based information systems.
6. Using information systems for competitive advantage. The Web and electronic commerce; mobile commerce; Internet business models. Internet security related to monetary transactions.
7. Basic orientation to computer technology: hardware, programming languages and non-procedural software. System and application software. Operating systems.
8. Telecommunication / networking basics. Internet fundamentals; intranets, extranets.
9. Security, ethics and internal control in organizational information systems. System security components. Access controls, application controls, system controls. Information system auditing. Trust Services (e.g., WebTrust) and seals.
10. Developing a customized information system: strategic considerations in systems development; the system development life cycle: investigation, analysis, design, development, implementation, post implementation review.
11. Assessment and acquisition of information systems; proprietary, open source software; end-user development; in-house applications, cloud computing.

12. The work of a systems analyst; the Information Systems Department and its interaction with business departments.

Note that all topics listed may not be covered and may be offered in a slightly different time order.

Additional Course Related Information

1. When it is necessary to cancel a class due to exceptional circumstances, instructors will make every effort to inform you via uwinnipeg email, as well as the departmental assistant and Chair/Dean so that class cancellation forms can be posted outside classrooms.

2. Your uwinnipeg email address will normally be used for course related correspondence.

3. Please note that withdrawing before the VW date does not necessarily result in a fee refund.

4. No classes: Feb. 18-24 Winter Mid-term reading week; Friday, March 30 (Good Friday).