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Course Title: **Business Information Systems**Course Code: IS-240  
Resource Person:   
Department: Information Systems

**HSM Vision**

HSM envisions its success in the sustainable contribution that it will make to the industry, academia and research in public and private sector. HSM will lead by providing professionally competent and ethically conscious human resources engaged in the global and local context to foster socio-economic growth and sustainability for the society. HSM envisages having faculty with high research potential and a deep desire for cutting edge research including collaboration with national and international partners.

**HSM Mission**

Being a research-oriented and student-centric business school, we emphasize research publications in impact journals as well as state-of -the-art learning methodologies.  We will prepare our students to become the future ethical business leaders and the guiding post for the society, while equipping them with the knowledge and skills required by world-class professionals.  We will be the leading choice for organizations seeking highly talented human resource. HSM will foster internationalization with key stakeholders and actively work to exchange best practices with business schools across Pakistan through collaborations, workshops, conferences and other means.

**Program Objectives**

BBIS aims provide students clout on best use of Information Systems for cutting the cost, time and resources in order to amplify the revenue by restructuring the business processes and by engaging conceptual, analytical and managerial competencies transformed by outcome based learning experience.

**Course Objectives**

This course examines the role of information technology, and its management, in supporting an organization’s (internally‐ and externally‐focused)operations and strategies. Particular attention is given to issues associated with the funding and development of business and technology architectures to enable efficient, effective, and adaptable operational, tactical and strategic actions.

**Learning Objectives**

At the completion of the course, a student will be able to:

* Explain what a management information system (MIS) is and describe its role in decision making within organizations.
* Explain how the four components of an MIS add value to an organization.
* Solve business problems using information technology (computers, networks, and various software solutions, such as Word and Excel).
* Solve business problems using decision-making systems.
* Identify privacy, security, and freedom of information issues in a business environment.
* Solve business tasks in MS Word and Excel.

**Learning Outcomes**

Understand the difference of Computer Sciences, Information Technology, and Information system in various perspectives. The strategy of the student to refine the information in such a way that helps the organization

**Teaching Methodology (List methodologies used –example are given below)**

Interactive Classes

Case based teaching

Class activities

Applied Projects

Experiential Learning

**STUDENTS ARE REQUIRED TO READ AND UNDERSTAND ALL ITEMS OUTLINED IN THE PARTICIPANT HANDBOOK**

**Class Policy:-**

* Be On Time

You need to be at class at the assigned time. After 10 minutes past the assigned time, you will be marked absent.

* Mobile Policy

**TURN OFF YOUR MOBILE PHONE!** It is unprofessional to be texting or otherwise.

* Email Policy

**READ YOUR EMAILS!** You are responsible if you miss a deadline because you did not read your email.

Participants should regularly check their university emails accounts regularly and respond accordingly.

* Class Attendance Policy

A minimum of 80% attendance is required for a participant to be eligible to sit in the final examination. Being sick and going to weddings are absences and will not be counted as present. You have the opportunity to use 6 absences out of 30 classes. Participants with less than 80% of attendance in a course will be given grade ‘F’ (Fail) and will not be allowed to take end term exams. International students who will be leaving for visa during semester should not use any days off except for visa trip. Otherwise they could reach short attendance.

* Withdraw Policy

Students may withdraw from a course till the end of the 12th week of the semester. Consequently, grade W will be awarded to the student which shall have no impact on the calculation of the GPA of the student.A Student withdrawing after the 12th week shall be automatically awarded “F” grade which shall count in the GPA.

* Moodle

UMT –LMS (Moodle) is an Open Source Course Management System (CMS), also known as a learning Management System (LMS). Participants should regularly visit the course website on MOODLE Course Management system, and fully benefit from its capabilities. If you are facing any problem using moodle, visit <http://oit.umt.edu.pk/moodle>. For further query send your queries to [moodle@umt.edu.pk](mailto:moodle@umt.edu.pk)

* Harassment Policy

Sexual or any other harassment is prohibited and is constituted as punishable offence. Sexual or any other harassment of any participant will not be tolerated. All actions categorized as sexual or any other harassment when done physically or verbally would also be considered as sexual harassment when done using electronic media such as computers, mobiles, internet, emails etc.

* Use of Unfair Means/Honesty Policy

Any participant found using unfair means or assisting another participant during a class test/quiz, assignments or examination would be liable to disciplinary action.

* Plagiarism Policy  
    
  All students are required to attach a “Turnitin” report on every assignment, big or small. Any student who attempts to bypass “Turnitin” will receive “F” grade which will count towards the CGPA. The participants submit the plagiarism report to the resource person with every assignment, report, project, thesis etc. If student attempts to cheat “Turnitin”, he/she will receive a second “F” that will count towards the CGPA. There are special rules on plagiarism for final reports etc. all outlined in your handbook.
* Communication of Results

The results of quizzes, midterms and assignments are communicated to the participants during the semester and answer books are returned to them. It is the responsibility of the course instructor to keep the participants informed about his/her progress during the semester. The course instructor will inform a participant at least one week before the final examination related to his or her performance in the course.

**Course Outline**

Course code…240...... Course title……Business Information Systems

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| --- | --- |
| Program |  |
| Credit Hours | 3 |
| Duration | 15 |
| Prerequisites (If any) |  |
| Resource Person  Name and Email |  |
| Counseling Timing  (Room# ) |  |
| Contact no. |  |
| Web Links:- (Face book, Linked In, Google Groups, Other platforms) |  |

**Chairman/Director Programme signature………………………………….Date……………………..**

**Dean’s signature…………………………… ………………….Date………………………………………….**

**Grade Evaluation Criteria**

Following is the criteria for the distribution of marks to evaluate final grade in a semester.

**Marks Evaluation Marks in percentage**

**Assignments: 10%**

**Quizzes: 10%**

**Mid Term Exam: 25%**

**Case Studies 10%**

**End Term Exam: 25%**

**Class Participation: 05%**

**Final Project: 15%**

**Total: 100%**

**Recommended Text Books:**

1. **Management Information Systems: Managing The Digital Firm**

Kenneth C. Laudon& Jane P. Laudon, 12th Ed

2. **Information System Management in Practice**

Barbara C. McNurlin

**Supplementary Material:**

1. Hands on notes.
2. Case Studies

**Course: -- Management Information Systems --- Course code: -240 -Book: --------------------------------------------------------**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Topics to be**  **covered in the course** | **Learning Objective**  **of this topic** | **Expected Outcomes from Students** | **Teaching Method** | **Assessment Criteria** | **Deadlines and Homework** |
| 1 | Management Information System  impact on human capital  in the organization | To differentiate Computer Sciences,  Information Technology, Information  system in various perspectives.  Importance of Information System in  Past, Present and in Future. | Understand the difference of Computer  Sciences, Information Technology, and  Information system in various  perspectives. The strategy of the  student to refine the information in  such a way that helps the organization  as well as the student. | Lecture slides  as well as case  analysis using  various  perspective to  establish the  dimensions  and scope of  approach to  strategic  thinking | Assignment &  Class  Participation  /  **Chapter 1** | Within a Week |
| 2 | Global E‐ Businesses:  How Businesses Use  Information System | What is Business Case?  What is Productivity Paradox  Strategy?  Decision Support System useful for  competitive Advantage | Analyzed Product life cycle problem,  end user development? How to  measure times lags and strategic  planning? Design the business case. | Case study  Lecture  Video  Discussion | Assignment  Presentation  Class  participation/  **Chapter 2** | Within a Week |
| 3 | Database Management | The concept of DBMS, RDBMS, Data  Base Design, Normalization, DFD, ERD  EARD, Data Mining, Date  warehousing, Data Dictionary,  Relational Model Corporate and  Business Strategy  Data Marts. | Understand the database structure and  working of Database. Normalization  rules and Data base Objects working  and how to retrieve data with the help  of Query. | Case study  Lecture  Group  Discussion | Quiz 1  Assignment/  **Chapter 6** | Within a Week |
| 4 | Telecommunication and  internet | Telecommunication and networking  in Today’s Business world.  Communication Network, internet,  Monitoring employee on network,  wireless Revolution | To develop a focus on how to secure the  information system on internet. | Case study  Lecture  Discussion | Assignment /  **Chapter 7.** | Within a Week |
| 5 | System Application for  Digital Age | E‐commerce, E‐business, E‐marketing,  Digital Market and Digital Goods.  How to manage knowledge on  internet. | To understand internet and world wide  capabilities, business strategies on  internet, How EDI works, Difference  between Intranet and Extranet. | Case study  Lecture  Book | Assignment  on analysis  and designing  /  **Chapter 10** | Within a Week |
| 6 | Managing Knowledge/  Questionnaires | Types of Questionnaires  Importance of Questionnaires  How to Conduct Questionnaires | How to gather refine and important  information while they were not  present there.  Models of questionnaires | Lecture  Research  paper | Quiz 2  Assignment/  **Chapter 11** | Within a Week |
| 7 | **Revision** | **Midterm** |  |  |  | Within a Week |
| 8 | Organizational  Information System | Competitor Analysis  Competition  The Value Chain  Critical Success Factors. | Understand the nature of competition.  Differentiate between natural and  strategic competition and the goal of  achieving competitive advantage | Case study  Lecture  Group  Discussion | Class  participation  on case study  /  **Chapter 3** | Within a Week |
| 9 | Enterprise wide  Information System | Achieving operational Excellence  Customer Intimacy  Enterprise Applications | The student should understand that  How IT works on backend and How  ERP becomes a business solution  partner as compare to backend  software. | Case study  Lecture  Reading  Material | Assignment  Quiz 3  /  **Chapter 9** | Within a Week |
| 10 | Building and Managing  System | System Development Life cycle  System Conversion  Stages and their attributes | The student should be fully aware of  system development  System Analysis  System design  System Implementation | Case study  Lecture | Assignment/  **Chapter 13** | Within a Week |
| 11 | Project Management/  Managing Change | Importance of Project Management  Selecting Projects  Establishing the Business value of  Information system  Managing Project Risk | They understand the Dimension of  Project Management  Change Management and concept of  Implementation Information System | Lecture | Quiz 4/  **Chapter 14** | Within a Week |
| 12 | Managing Global System | The Growth of International  Information system  Organizing International Information  System. | Achieving Operational Excellence  Expanding international Sales  Managing Global Software  Development | Case Study  Lecture | Assignment /  **Chapter 15** | Within a Week |
| 13 | Information system  Ethics, Crime and  Security | Information Privacy  Information Accuracy  Information Property  Information Accessibility  Hacking and Cracking  Internet Security | The student should be able to  understand the concepts of security,  Virus Prevention, Federal and State  Law. Student should be able to find the  gap in security and the source of this  Spam emails. | Lecture  case analysis | Assignment/  **Chapter 4** | Within a Week |
| 14 | Management Information System – A Tool for Corporate Sustainability | Methodologies that can evaluate the degree to which companies' information systems correspond to needs determined by the objectives of sustainability the firm imposes on itself. | Creation of a general model which define the correct approach to evaluating information systems’ effect on the corporate sustainability | Class Participation |  | Within a Week |
| 15 | Final Project | Application of all the concepts learned in above lectures |  | Presentation |  | Within a Week |