CALVARY
UNIVERSITY

15800 Calvary Road
Kansas City, MO 64147-1341

Syllabus

BU 234 (N) – INFORMATION SYSTEMS (3 Sem Hrs)
FALL 2023 – CYCLE 2

INSTRUCTOR: Dr. Eric Kisling	
EMAIL: eric.kisling@calvary.edu	**OFFICE HOURS:** M/W 1:00-2:15 PM Via Teams – send an email for an appointment
CLASS MEETING TIMES:	Monday/Wednesday 2:30-3:50 PM Online

I. COURSE DESCRIPTION

This course will bring students up to speed on how the role of information technology can play a major part in today's businesses. Topics will include business communication, advanced software, and internet applications along with strategic networking from the biblical worldview. Students will understand the fundamentals of information systems to problem solve and enhance organizational decision-making to gain competitive advantage. (**Prerequisite: BU200**)

II. GENERAL COMPETENCIES TO BE ACHIEVED. THE STUDENT WILL:

1. Describe how technology and management are changing rapidly, including the forces bringing about change, as well as the implications for both business and society in general.
     a. PLOs: 1,2,3,5
     b. Assignment: A,B,C,D,E

2. Explain how the roles of managers and technology are changing in business and industry.
     a. PLOs: 1,2,4,6
     b. Assignment: A,C,D,E

3. Discuss how the structure of information systems in the United States is changing corporations' structures globally.
     a. PLOs: 1,3,4,5
     b. Assignment: A,C,D,E

4. Explain what drives technology in the United States today including how corporations see their vision and mission along with the major activities in which they engage in pursuit of a lucrative business.
     a. PLOs:1,2,4,5,6
     b. Assignment: A,B,C,D,E

5. Describe the role that integrity, values and ethics play in management decision making.
    a. PLOs: 1,2,3,4,5,6
    b. Assignment: A,C,D,E

III. SPECIFIC COMPETENCIES TO BE ACHIEVED. THE STUDENT WILL:

1. Prepare for the changes organizations experience when managers need to motivate teams.
    a. PLOs: 1,2,3,4,5
    b. Assignments: A,B,C,D,E

2. Understand the relationship between the technological movement and its effect on management operations.
    a. PLOs: 1,2,3,4,5,6
    b. Assignments: A,C,D,E

3. Understand the relationship between the information systems and information technology and its effect on management operations.
    a. PLOs: 1,2,3,4,5
    b. Assignments: A,B,C,D,E

4. Study the role of leadership management of organizational reliability.
    a. PLOs: 1,2,4,5,6
    b. Assignments: A,C,D,E

5. Ensuring confidentiality with employees as they interact with technology platforms.
    a. PLOs: 1,2,4,5,6
    b. Assignments: A,C,D,E

6. Examine technology influences strategic decision making within high performing organizations.
    a. PLOs: 1,2,4,5,6
    b. Assignments: A,B,C,D,E

7. Achieve minimum competency to deal with conflict, cohesion and decision making as it pertains to business.
    a. PLOs: 1,2,3,4.5,6
    b. Assignments: A,B,C,D,E

IV. POLICIES

➢ Students with disabilities have the responsibility of informing the Accommodations Support Coordinator (aso@calvary.edu) of any disabling condition that may require support.

➢ *Plagiarism is defined as copying any content without identifying the source. This also includes taking another person's or AI entity's ideas or constructs and presenting them as your own. The use of AI generated content in student work is prohibited (even if cited) as it does not represent original work created by the student and is an unreliable aggregate of ideas from other sources. Plagiarism of any kind will not be tolerated.*

➢ The Clark Academic Center (learning@calvary.edu), located in the library building, is dedicated to providing free academic assistance for all CU students. Student tutors aid with all facets of the writing process, tutor in various subject areas, prepare students for exams and facilitate tests. Please take advantage of this service.

➢ Please see COURSE RESOURCES section for important information about using the "Bible as a textbook".

➢ Class Attendance: See Participation/Attendance under COURSE ASSIGNMENTS section.

V. COURSE RESOURCES

Required Textbooks:
✓ The Bible
The Bible is a required textbook in every course at Calvary University. To facilitate academic level study, students are required to use for assignments and research an English translation or version of the Bible based on formal equivalence (*meaning that the translation is generally word-for-word from the original languages*), including any of the following: New American Standard (NASB), English Standard Version (ESV), New King James (NKJV), or King James (KJV). Other translations and versions based on dynamic equivalence (*paraphrases, and thought-for-thought translations like NLT and NIV*) may be used as supplemental sources. Please ask the professor if you have questions about a particular translation or version.
We will be using scripture to see how God handles systems and the concepts behind them . . . after all, He is creator of all!

✓ Information Systems for Business 4th Edition
An Experiential Approach, Edition 4.0
France Bélanger, Craig Van Slyke, Robert E. Crossler
For purchasing options go to:
https://www.prospectpressvt.com/textbooks/belanger-information-systems-for-business-4-0
Click on **Students: Buy Now**—you will have the choice to purchase:
- eText with lifetime access
Cost: $45.20
ISBN: 978-1-943153-87-9

- Paperback
  Cost: $67.75 + shipping
  ISBN: 978-1-943153-88-6

VI. COURSE ASSIGNMENTS

Evaluations:
Evaluation of work in this course is based on your performance in five areas: (A) exams, (B) Excel homework, (C) team project, (D) discussions, and (E) participation/attendance.

Exams:
Two examinations will be given during the semester. The exams will deal with the concepts covered in the text. Exams will be taken during class using Canvas. Each exam is 50 minutes in length.

Assignments:
Excel Assignments (Individual): You will have two assignments in Excel to expand your skill set for this important data analytical tool. These assignments will be located in Canvas. I will discuss these assignments during class. These assignments are due at 11:59 PM on their due date.

IS Project Assignment (Team): Teams will complete an Information Systems paper and presentation. Topics will be randomly assigned in class during the middle of the semester. The specific rubric for this assignment will be found on Canvas. **Please note:** *Business Administration students will write papers according to the Publication Manual of the American Psychological Association, 7th edition (APA Manual).*

Discussions:
Directions for Weekly Discussions: Each week there will be multiple discussion questions concerning the content being covered during that particular week. You will choose one of the discussion questions to post an initial post and you will also reply to one classmate's initial post. Both posts must meet the 100+ word minimum requirement to be assessed for credit. Failure to meet the 100+ word requirement will result in no credit for the post. You will include a minimum of one APA reference in your initial post. Your answer and response should be APA compliant. See the Written Assignments Rubric for more details. Finally, the discussions are set to *Users must post before seeing replies* which means that you cannot see any posts until you post your initial post. This is only for the Weekly discussions.

Please note the following: It is customary to post your initial post to the discussion early enough in the week to allow others to have a chance to reply to your post. While I do not penalize for last day initial posts, it does imply the inability to benefit from participating in discussion of the question. It does not allow others the opportunity to reply to your last minute post. **That is why posting earlier in the class week (on Tuesday or Wednesday) allows others to read and reply**.

Participation/Attendance:

This assessment will be an opportunity for you to have questions answered during class. Prior to the beginning of each class, you will email your instructor with your name and one question you want answered about the reading or material being covered for that day. I will be randomly choosing three questions each day and cover those questions during class.

VII. COURSE GRADE

The grade evaluation is broken down as follows:

ASSIGNMENT	PERCENT	POINTS
Exam 1	20%	200
Exam 2	20%	200
Excel Assignments (2)	10%	100
IS Project Paper & Presentation:	25%	250
• IS Paper (11% or 110 points)		
• IS Presentation (11% or 110 points)		
• Peer Evaluation Assignment (3% or 30 points)		
Discussions	15%	150
Participation/Attendance	10%	100
Total	100.0%	1000

Grades: Grades will be assigned as follows (grades will not be rounded):

A = 93.0 – 100.0 %	B- = 80.0 – 82.99%	D+ = 67.0 – 69.99%
A- = 90.0 – 92.99%	C+ = 77.0 – 79.99%	D = 63.0 – 66.99%
B+ = 87.0 – 89.99%	C = 73.0 – 76.99%	D- = 60.0 – 62.99%
B = 83.0 – 86.99%	C- = 70.0 – 72.99%	F = BELOW 60%

VIII. OTHER ITEMS

Expectations:
- ✓ **To prepare for class:** Time management, focus, and determination are key for success in your classes. You will want to keep up with your readings and your assignments. Do not wait until the last minute or you may forget to do something. Work ahead and it decreases your stress!
- ✓ **To complete assignments on time:** The assignments will help you to apply many of the concepts that you are learning in this course.

Communication:
- ✓ Several methods of communication will be used, i.e. e-mails to all students, announcements on Canvas. If you need to email me, please include BU234 in the subject line.

IX. TENTATIVE COURSE SCHEDULE
BU234 FALL 2023 CYCLE 2 - Tentative Course Schedule

EMAIL QUESTION DUE BY BEGINNING OF CLASS   **EXCEL HW ASSIGNMENTS DUE BY 11:59 PM ON SUNDAYS**

Date	Day	Topic	Read	Assignment
8/21	Mon	Course Overview; Week 1 Introduction; IS Project; Expectations; Question Email; Teams; Chapter 1 – The Value of Information	Syllabus; Chapter 1	**CH01 & CH02 Discussions – Due 8/27**
8/23	Wed	Finish Chapter 1; Chapter 2 – Introduction to Information Systems	Chapter 2	**Email Question**
8/28	Mon	Chapter 3: Evaluating Information; Chapter 4: Gaining Strategic Value from Information; Introduce Excel HW01	Chapter 3; Chapter 4; Appendix F; Excel HW01 Instructions	**Email Question; CH03, CH04, & CH05 Discussions – Due 9/03; Excel HW01 Assigned**
8/30	Wed	Chapter 5: Storing and Organizing Information; Excel HW01 Continued Discussion	Chapter 5; Appendix G	**Email Question; Excel HW01 Due – 9/10**
9/04	**Mon**	**LABOR DAY HOLIDAY—NO CLASS (Classes Resume Tuesday, September 05, 2023)**		
9/06	Wed	Chapter 6: Analyzing Information for Business Decision Making	Chapter 6	**Email Question; CH06 & CH07 Discussions – Due 9/10**
9/11	Mon	Chapter 7: Transmitting Information; Exam 1 Review Covers Chapters 1,2,3,4,5,6,7	Chapter 7; Appendix H	**Email Question; CH07 Discussion – Due 9/17**
9/13	**Wed**	**Exam 1 (Chapters 1,2,3,4,5,6,7) Time: 2:30 – 3:50PM**	**Exam Time Limit is 50 Minutes and will automatically submit! We will discuss second half of class once exam is over.**	
9/18	Mon	Chapter 8: Securing Information; Overview of Information Systems Project & Assign Project Topics	Chapter 8; Appendix I; IS Project Instructions	**Email Question; CH08 & CH09 Discussions – Due 9/24**
9/20	Wed	Chapter 9: Protecting the Confidentiality and Privacy of Information	Chapter 9	**Email Question**
9/25	Mon	Chapter 10: Developing Information Systems; Introduce Excel HW02	Chapter 10; Appendix K; Excel HW02 Instructions	**Email Question; CH10 & CH11 Discussions – Due 10/01; Excel HW02 Assigned**
9/27	Wed	Chapter 11: Information-Based Business Processes; Excel HW02 Continued Discussion	Chapter 11	**Email Question; Excel HW02 Due – 10/08**
10/02	Mon	Chapter 12: Enterprise Information Systems; Chapter 13: Information for Electronic Business	Chapter 12; Chapter 13	**Email Question; CH012, CH13, & CH14 Discussions – Due 10/08**
10/04	Wed	Chapter 14: Information and Knowledge for Business Decision Making	Chapter 14	**Email Question; IS Project Presentations**
10/09	Mon	IS Project Presentations Exam 2 Review Covers Chapters 8,9,10,11,12,13,14		**IS Project due NLT 11:59 PM on Monday, October 09, 2023; Email Question**
10/11	**Wed**	**Exam 2 (Chapters 8,9,10,11,12,13,14) Time: 2:30 – 3:50PM**	**Exam Time Limit is 50 Minutes and will automatically submit!**	

Note: The above schedule is tentative and subject to change. Changes will be announced via Canvas's announcement system.

X. RUBRICS

Rubrics are provided in this syllabus and in your Canvas course. If you have questions concerning any rubric, please contact me.

RUBRIC FOR THE EVALUATION OF WRITTEN ASSIGNMENTS (DISCUSSIONS & IS PAPER)

CRITERIA	NEEDS IMPROVEMENT Minimum Points	SATISFACTORY Medium Points	EXCEPTIONAL Maximum Points
CONTENT 50%	The writer does not demonstrate cursory understanding of subject matter, and/or the purpose of the paper is not stated clearly. The objective, therefore, is not addressed and supporting materials are not correctly referenced. *39.9 or FEWER POINTS*	The writer demonstrates limited understanding of the subject matter in that theories are not well connected to a practical experience or appropriate examples, though the attempt to research the topic is evident, and materials are correctly referenced. *40 to 47.9 POINTS*	The writer demonstrates an understanding of the subject matter by clearly stating the objective of the paper and links theories to practical experience. The paper includes relevant material that is correctly referenced, and this material fulfills the objective of the paper. *48 to 50 POINTS*
ORGANIZATION 20%	Paragraphs do not focus around a central point, and concepts are disjointedly introduced or poorly defended (i.e., stream of consciousness). *15.9 or FEWER POINTS*	Topics/content could be organized in a more logical manner. Transitions from one idea to the next are often disconnected and uneven. *16 to 18.9 POINTS*	The writer focuses on ideas and concepts within paragraphs, and sentences are well-connected and meaningful. Each topic logically follows the objective, and the conclusion draws the ideas together. *19 to 20 POINTS*
FORMAT 5%	The paper does not conform to Turabian or APA style. *3.4 or FEWER POINTS*	The paper does not conform completely to Turabian or APA style (e.g., margins, spacing, pagination, headings, headers, citations, references, according to the appropriate style guide). *3.5 to 4.4 POINTS*	The paper is correctly formatted to style (e.g., margins, spacing pagination, headings, headers, citations, references, according to the *appropriate style guide*). *4.5 to 5 POINTS*
GRAMMAR, PUNCTUATION, & SPELLING 10%	The writer demonstrates limited understanding of formal written language use; writing is colloquial (i.e., conforms to spoken language). Grammar and punctuation are consistently incorrect. Spelling errors are numerous. *FEWER THAN 7 POINTS*	The writer occasionally uses awkward sentence construction or overuses and/or inappropriately uses complex sentence structure. Problems with word usage (e.g., evidence of incorrect use of Thesaurus) and punctuation persist causing difficulties with grammar. *7 to 8.9 POINTS*	The writer demonstrates correct usage of formal English language in sentence construction. Variation in sentence structure and word usage promotes readability. There are no spelling, punctuation, or word usage errors. *9 to 10 POINTS*
READABILITY & STYLE 15 %	The writer struggles with limited vocabulary and has difficulty conveying meaning such that only the broadest, most general messages are presented. *10.4 or FEWER POINTS*	Some words, transitional phrases, and conjunctions are overused. Ideas may be overstated, and sentences with limited contribution to the subject are included. *10.5 to 13.4 POINTS*	The reading audience is correctly identified, demonstrated by appropriate language usage (i.e., avoiding jargon and simplifying complex concepts). Writing is concise, in active voice. *13.5 to 15 POINTS*