



ITSS 3300 Information Technology for Business

Class Information

Term	Spring 2024
Course Number	ITSS 3300.003
Class Meetings	Mondays and Wednesdays 4:00 pm – 5:15 pm (US Central Time)
Classroom	JSOM 2.717

Instructor Information

Instructor	Dr. Ron Bose
Phone	972-883-4917
Email	ron.bose@utdallas.edu Please use eLearning for any communication with the instructor or TA
Professor Office Hours	Tuesdays, Thursdays, 4:00 pm – 5:00 pm, JSOM 13.507
TA Information	Riddha Mathur, riddha.mathur@utdallas.edu By appointment via Teams

Course Modality

Instructional Mode	Classes will be traditional classroom, face to face.
Course Platform	The course will be delivered in traditional mode (face to face). We may use MS Teams for guest lectures.
Asynchronous Learning Guidelines	Not applicable

Course Information

Course Description	ITSS 3300 - Information Technology for Business (3 credit hours) Examines key business processes in organizations and how information systems support the execution and management of these processes. The course focuses on using information technology and information systems to support decision-making, blending technical and managerial topics. Students will be exposed to principles of information technology and information systems and work directly with a variety of information systems tools and techniques such as Excel, Tableau, relational database management systems and SQL.
Course Objectives / Outcomes	<ol style="list-style-type: none">1. Describe and model key business processes and apply knowledge of information technologies to support operational and strategic business processes.2. Apply information systems viz. spreadsheet and analytics software, to solve business problems

	<p>3. Understand core IS concepts within an organization such as data management, information technology, enterprise applications, information systems management, and business intelligence that enable students to relate information systems to their field of study.</p> <p>4. Describe the evolving nature of IS and IT and their role in today's organizations.</p>
Pre-requisites	None

Course Materials

Required Textbook(s) & Materials	<p>No text book is required. Material from the following book will be used: Using MIS (11th Edition), David Kroenke and Randall Boyle, Pearson ISBN: 978-0-13-519178-7</p> <p>Software to be used in class (Free download links will be provided in class):</p> <ul style="list-style-type: none"> • Required: Excel, Tableau, Oracle • Optional: Lucidchart <p><i>Note:</i> Some assignments and exams will require submission of Excel files. Numbers (Apple) and Sheets (Google) file formats will NOT be accepted</p>
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Grading Policy

Grading	Business Process Modeling Assignment	15%													
	Excel Assignment	15%													
	Tableau Assignment	15%													
	Database (SQL) Assignment	15%													
	Group Project	10%													
	Attendance and Class Participation	10%													
	Exam 1	10%													
	Exam 2	10%													
	Total	100%													
	<table border="1"> <thead> <tr> <th>Letter Grade</th> <th>Point score</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>90-100</td> </tr> <tr> <td>B</td> <td>80-89</td> </tr> <tr> <td>C</td> <td>70-79</td> </tr> <tr> <td>D</td> <td>60-69</td> </tr> <tr> <td>F</td> <td>59 & below</td> </tr> </tbody> </table>			Letter Grade	Point score	A	90-100	B	80-89	C	70-79	D	60-69	F	59 & below
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Course and Instructor Policies

Attendance/Participation	Attendance in class is mandatory and attendance will be recorded in each class after Census Day, starting on 02/05/24 and ending on 05/01/24. Two (2) free absences will be allowed. <u>Each unexcused absence after the first two will result in a penalty of two (2) points per absence. Hence seven (7) or more absences will result in an Attendance/Participation score of ZERO.</u>
Class Recordings	Unless the Office of Student Accessibility has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved Office of Student Accessibility accommodation.
Exams	All exams will be online via Elearning and must be taken during the time window specified by the instructor. <u>If you miss an exam or do not complete it within the specified time window, you will be given a zero. There are no makeups.</u> If you have a legitimate, non-academic reason for missing an exam, you must provide verifiable documentation at least 24 hours BEFORE the day of the exam. If you contact me AFTER the exam window, it is considered the same as missing the exam.
eLearning	eLearning will be used for class content (e.g., class slides and assignment descriptions) and the recording of grades. Slides will be posted before class is held. Class announcements (e.g., change in assignment dates) will be sent to the student email on record in eLearning. It is the students' responsibility to regularly check eLearning and their UTD email accounts. Please ensure that you have good internet connectivity.
Instructor Response Policy	The instructor will respond to all student inquiries through email within 24 hours (excluding holidays and weekends).
Assignments	Descriptions of assignments will be posted as they are assigned. All assignments will be submitted via eLearning by the due date. I DO NOT accept assignments via email.
Late Work	All assignments are due on the specified date and time. Late assignments will get a score of zero.
Extra Credit	There is no extra credit.
Classroom Conduct	I strongly encourage class discussion, questions, and enthusiasm about the course material.
Academic Integrity	DO NOT CHEAT and DO NOT PLAGIARIZE. All homework and exams are to be individual efforts. Copying of homework, assignments, or exams, in whole or in part, from other students or from assignments from previous semesters will be considered to be an act of academic dishonesty. All work should demonstrate the same professional and ethical standards expected of you in the workplace, including proofreading and editing carefully all work you submit in class. Professionalism and personal responsibility means that you use appropriate source citations so that you avoid violations of copyright and academic honesty, even if those violations are inadvertent. The

	<p>University is committed to academic excellence and expects academic honesty from all members of the University community. Academic honesty includes adherence to guidelines established by the instructor for both individual and group work.</p> <p>It prohibits representing the work of others to be one's own (plagiarism); receiving unauthorized aid on an assignment (cheating); and using similar papers or other work products to fulfill the obligations of different classes without the instructor's permission.</p> <p>Any student engaged in academic dishonesty will be subject to disciplinary action. All cases of academic dishonesty will reported directly to Judicial Affairs. My recommendation for acts of academic dishonesty will be an <u>F in the course</u>. The importance of academic honesty are emphasized during class, in emails, and on the exams and assignments.</p>
Comet Creed	<p><i>This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:</i></p> <p><i>“As a Comet, I pledge honesty, integrity, and service in all that I do.”</i></p>
University Policies & Procedures	<p>For information regarding general University policies and procedures, please go to http://go.utdallas.edu/syllabus-policies. These policies include the following:</p> <ul style="list-style-type: none"> ▪ Technical Support ▪ Field Trip Policies, Off-Campus Instruction and Course Activities ▪ Student Conduct and Discipline ▪ Academic Integrity ▪ Copyright Notice ▪ Email Use ▪ Withdrawal from Class ▪ Student Grievance Procedures ▪ Incomplete Grade Policy ▪ Disability Services ▪ Religious Holy Days ▪ Avoiding Plagiarism ▪ Title IX ▪ Campus Carry

Course Schedule, Assignments, and Due Dates

Week starting on	CONTENT / READINGS Using MIS (11th Edition), Kroenke and Boyle	ASSIGNMENTS
Jan 15	Introductions, Syllabus review, setting expectations The Importance of MIS: Chapter 1	
Jan 22	Strategy and Information Systems: Chapter 2 Information Systems Development: Chapter 12 Business Process Modeling	
Jan 29	Processes, Orgs and Information Systems: Chapter 8 Business Ethics Case Studies	
Feb 05	Excel fundamentals class Excel Pivot Tables class	Business Process Assignment (due midnight 02/09/24)
Feb 12	Agile Overview Information Systems Management: Chapter 11	
Feb 19	The Cloud: <i>Chapter 6</i>	Excel assignment (due midnight 02/23/24)
Feb 26	Hardware, Software & Mobile: Chapter 4 Social Media: <i>Chapter 9</i>	
Mar 04	Review for Exam 1, Exam -1	Exam-1 on 03/06/24
Mar 11	Spring Break, No class	
Mar 18	Database Processing: <i>Chapter 5</i> SQL Class	
Mar 25	Business Intelligence Systems: Chapter 3 Tableau class	SQL Assignment (due midnight 03/29/24)
Apr 01	Information Systems Security: Chapter 10	
Apr 08	Guest lectures (Amazon, Google, Salesforce)	Tableau Assignment (due midnight 04/12/24)
Apr 15	Group Project (teams working in class)	Group project (due midnight 04/21/24)
Apr 22	Group Project Presentations	
Apr 29	Review for Exam 2, Exam 2	Exam-2 on 05/01/24