



INFS 247 – Business Information Systems Spring 2018

Instructor: Canan Uckun

Email: cuckun@luc.edu

Office: 415D Schreiber Center

Office Phone: 312-915-8576

Office Hours: W/F noon-1:30pm, and by appointment

INFS 247-101: MWF 1:40pm-2:30pm

INFS 247-103: MWF 2:45pm-3:35pm

Classroom: Corboy Law Center - Room 209

Additional HW-related TA office hours:

- Tuesday 12:45 - 2:15 pm (Schreiber, 4th Floor Lobby)
- Thursday 12:45 - 2:15 pm (Schreiber, 4th Floor Lobby)
- Friday 3:30 - 5:00 pm (LSC - Information Commons, Room 331)

Course Description:

- This class focuses on how businesses use information technology to support their business processes. In addition to learning about the purpose and composition of information systems and the ways various areas of business use information, students will receive hands-on experience developing business applications with MS Excel and Access.

Course Overview:

- This course includes lectures, homework assignments, quizzes and tests.

Course Objectives and Learning Outcomes:

- Understanding of the use of information technology in support of business processes.
- Proficiency in developing business spreadsheet and database applications.

Required Materials:

- 1) Microsoft Office 365 Excel 2016 Comprehensive
by June Parsons, Dan Oja, Patrick Carey and Carol DesJardins
Published by Cengage, 2016, ISBN: 9781337493680
- 2) Title: INFS 247 Business Information Systems Coursepack,
Edition 2.0
by Nenad Jukic
Published by Prospect Press, 2017, ISBN: 978-1-943153-39-8

Course Requirements and Grading Criteria:

- Homework Assignments	80 pts
- Quizzes	90 pts
- Midterm Exam	80 pts
- Final Exam	100 pts
- Total	350 pts

In my sections of INFS 247, students will be able to earn extra credit for attendance and participation. Students can earn up to a maximum of 10 extra credit points. (0.25 for everyone + 0.25 points for each lecture you attend, $0.25 \times 39 = 9.75$. Even if you miss some lectures you can still earn up to 10 extra credits by participating in the lectures.)

An additional 3 points of extra credit can be earned at the end of the semester if 90% of the students in your section fill out the course evaluations.

Course Grading Scale

A	above 321
A-	above 314 to 321
B+	above 307 to 314
B	above 286 to 307
B-	above 279 to 286
C+	above 272 to 279
C	above 245 to 272
C-	above 220 to 245
D+	above 210 to 220
D	above 200 to 210
F	0 to 200

HW Assignments:

HW assignments will use MS Excel 2013 and MS Access 2013 (if you do not have these software packages installed on your computer you can use any of the Loyola computers to complete your assignments). Each HW assignment is worth 10 points. There are 10 HW assignments. The two HW assignments with the lowest grades will be dropped from the final score. HW assignments are due 5pm on the due date. All HW assignments must be submitted via Sakai.

YOU CANNOT SHARE ANY PART OF YOUR HW FILES WITH ANY OTHER STUDENT. EVERY STUDENT MUST WORK INDIVIDUALLY ON THEIR OWN FILES. ANY INSTANCE OF SHARING OF HW FILES (OR ANY PARTS OF HW FILES) WILL BE GROUNDS FOR SERIOUS DISCIPLINARY ACTION AGAINST ALL PARTIES INVOLVED.

Late submission policy: no late assignments accepted.

Finals:

INFS 247-101, MWF 1:40pm-2:30pm: May 3, Thursday, 1:00-3:00pm

INFS 247-103, MWF 2:45pm-3:35pm: May 4, Friday, 4:15-6:15pm

Quinlan School of Business Policies

Attendance

Class attendance is mandatory and essential to the value of the learning experience. Students are expected to attend all class sessions in order to pass the course. Missing more than 20% of scheduled classes severely jeopardizes the student's ability to pass the course.

In the event unavoidable emergencies or conflicts prevent you from attending class, you must notify the instructor and program director by e-mail prior to missing the class, and request options for covering missed material. Most of the subjects in a course are sequential. Therefore, it is important to understand the material covered in the missed class before the next class.

Make-Up Examinations/Assignments

Loyola University academic policy provides that tests or examinations may be given during the semester or summer sessions as often as deemed advisable by the instructor. Because Quinlan faculty believe examinations represent a critical component of student learning, required examinations should be taken during the regularly scheduled class period. **Make-up examinations are discouraged.** Exceptions may be granted only by the faculty member or department chair, and only for unavoidable circumstances (illness verified by a signed physician's note, participation in intercollegiate athletic events, subpoenas, jury duty, military service, bereavement, or religious observance). A make-up final examination may be scheduled only with the permission of the appropriate Quinlan Assistant or Associate Dean.

If a make-up examination must be given, it is the responsibility of the faculty member to prepare, schedule, and proctor the exam. Limited assistance in proctoring make-up exams may be available through a designated Quinlan administrative assistant. For a student with a documented special testing need, please consult University policy concerning use of the testing center in Sullivan Center at Lake Shore Campus.

Academic Integrity

All members of the Quinlan School shall refrain from academic dishonesty and misconduct in all forms, including plagiarism, cheating, misrepresentation, fabrication, and falsehood...Plagiarism or cheating on the part of the student in individual or group academic work or in examination behavior will result minimally in the instructor assigning the grade of "F" for the assignment or examination. In addition, all instances of academic dishonesty must be reported to the chairperson of the department involved.

For further information about expectations for academic integrity and sanctions for violations, consult the complete Quinlan School of Business Honor Code and Statement of Academic Integrity on the Quinlan website:

<http://www.luc.edu/media/lucedu/quinlanschoolofbusiness/pdfs/Honor-Code-Quinlan-July2012.pdf>

Class by Class Course Outline

Week 1			Deliverables
January 15	Monday	Martin Luther King, Jr., Holiday - No class	
January 17	Wednesday	Lecture 1 – Introduction	
January 19	Friday	Lecture 2 – Competitive Advantages	
Week 2			
January 22	Monday	Excel Tutorial 1, 2	
January 24	Wednesday	Lecture 3 – Assessing and Supervising Information Systems	
January 26	Friday	Lecture 4 – Data Quality	
Week 3			
January 29	Monday	Excel Tutorial 3, 4	
January 31	Wednesday	Lecture 5 – Databases	
February 2	Friday	Quiz 1 Review	HW1 Due
Week 4			
February 5	Monday	Quiz 1: Lectures 1-4	
February 7	Wednesday	Excel Tutorial 5, 6	
February 9	Friday	Lecture 5 – Entity Relationship (ER) Models: Entities, Attributes and Relationships	HW2 Due
Week 5			
February 12	Monday	Lecture 5 – ER Lab	
February 14	Wednesday	Excel Tutorial 7, 8	
February 16	Friday	Excel Tutorial 9, 10, 11	HW3 Due
Week 6			
February 19	Monday	Midterm Review	
February 21	Wednesday	Midterm: MS Excel	
February 23	Friday	Lecture 5 – Relational Database Models I	HW4 Due
Week 7			
February 26	Monday	Lecture 5 – Relational Database Models II	
February 28	Wednesday	Lecture 5 – Relational Database Model Lab	
March 2	Friday	Lecture 5 – Front-end Applications, MS Access: Creating and Designing a Database	HW5 Due
Week 8			
March 5	Monday	Spring Break	
March 7	Wednesday		
March 9	Friday		
Week 9			
March 12	Monday	MS Access Review, HW6 Overview	
March 14	Wednesday	Lecture 6 – Data Warehousing	
March 16	Friday	Quiz 2 Review, HW6 Questions	HW6 Due
Week 10			
March 19	Monday	Quiz 2: Lecture 5, 6	
March 21	Wednesday	HW7 Overview	
March 23	Friday	HW7 Questions	HW7 Due

Week 11			
March 26	Monday	Lecture 7 – BI and Data Mining	
March 28	Wednesday	Lecture 8 – Big Data	
March 30	Friday	Easter – No Class	
Week 12			
April 2	Monday	Easter – No Class	
April 4	Wednesday	Lecture 9 – Supply Chain Management	
April 6	Friday	Lecture 10 – Customer Relationship Management	HW8 Due
Week 13			
April 9	Monday	Lecture 11 – Business Process Reengineering	
April 11	Wednesday	Lecture 12 – Integrated IS, ERP, and Cloud Systems	
April 13	Friday	Lecture 13 – E-Business	HW9 Due
Week 14			
April 16	Monday	Lecture 14 – Data Security	
April 18	Wednesday	Quiz 3 Review	
April 20	Friday	Quiz 3 – Lecture 7-14, MS Access	
Week 15			
April 23	Monday	INFS Major&Minor discussion	
April 25	Wednesday	In-Class Hands-On Activity	
April 27	Friday	Final Review	HW10 Due
Week 16			
April 30	Monday	Finals Week, good luck!	
May 2	Wednesday		
May 4	Friday		

Please note: This class may occasionally deviate from the course outlined above. The instructor reserves the right to make changes as needed to the course syllabus.