



SCHOOL OF INFORMATION MANAGEMENT

MASTER OF INFORMATION MANAGEMENT

CENTRE FOR EXECUTIVE AND GRADUATE EDUCATION

INFORMATION SYSTEMS AND TECHNOLOGY

GRANT SULLIVAN

Draft Only

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MGMT 5003

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COURSE DESCRIPTION

This syllabus is for Part I (3 credit hours) of MGMT 5003. This is an online course, for mid-career professionals, delivered through the Brightspace Learning Management System (LMS). This course makes clear the relationship between IT and IM, often misconstrued in organizations. The course includes theories of databases and integrated systems design, allied with practical applications of a wide range of information technologies to support organizational goals. These include traditional intranet and extranet applications along with emerging technologies. Concepts of information architecture (IA) are introduced relating to the design of shared information environments that are often web-based, including intranets, databases and online communities. The practices of IA are examined through analyses of real organizations and how the information environment can best serve their mission, goals, processes, clients, suppliers and other stakeholders.

COURSE PRE-REQUISITES

MGMT 5001 and MGMT 5002 are suggested, but not required.

LEARNING OBJECTIVES

The course is intended to provide students with an understanding of:

- The role of IS&T in supporting organizations' plans for effective information management;
- emerging technology including a reflection on its implications for organizations and for information management; and
- potential benefits and disadvantages for various uses of information systems.

LEARNING OUTCOMES

Upon completion of the course, students are expected to have gained basic knowledge or proficiency in the following areas:

- Articulate to colleagues the role of IS&T in their and supporting organizations.
- Describe and discuss some issues concerning the adoption of IS&Ts within their organizations.
- Integrate their knowledge of IS&T potential benefits and disadvantages into their personal and organizational strategies for success.

TECHNOLOGY USED

Brightspace through www.Dal.ca/MyDal

INSTRUCTIONAL METHODS

This course is offered online via Brightspace. Self-study content, online discussions, and other methods will be used asynchronously to facilitate engagement and learning. PowerPoint slides for book chapters will be provided.

LEARNING MATERIALS

REQUIRED TEXTBOOK: Rainer, Prince, Spletstoesser, and Sanchez-Rodriguez. Introduction to Information Systems: Supporting and Transforming Business, Fourth Canadian Edition, Wiley, 2017. ISBN: 9781119388722.

Other supplemental reading materials will be available online, through links provided via the licences arranged by Dalhousie University Libraries or through designated websites. These are separated into required / recommended (listed in syllabus), and supplementary readings to help you better manage the course workload and plan your time.

METHOD OF EVALUATION

Detailed instructions regarding each assignment will be provided. Assessment of all assignments is directly related to attention to the instructions, clarity of expression and presentation, and evidence of significant research, analysis and reflection. See also the SIM Grading Policy in the section below. Credit for the overall course will be assigned based on the following components:

COMPONENT	DETAILS	DUE DATE	VALUE
Quiz 1 (Covers Weeks 1-4)	The quizzes will consist of multiple-choice questions and will be based on the course textbook, assigned readings, videos, discussions, etc. – everything that was covered with more emphasis on the textbook. The quizzes are non-cumulative.	30 Sep.	15%
Quiz 2 (Covers Weeks 5-8)		28 Oct.	15%
Quiz 3 (Covers Weeks 9-12)		25 Nov.	15%
Group Presentation	In groups of 2-3 persons you will research a relevant topic and present it online to the class.	By group	15%
Participation	See Below	Ongoing	20%
Take-Home Case	A case will be assigned in advance. Students will be asked to answer a number of questions to develop their own solution. The case will be based on a real-life problem faced by an organization.	25 Nov	20%

PARTICIPATION RUBRIC

The participation component of the final grade is based on the expectation that students will contribute regularly, constructively, and appropriately to online class discussion. Comments and questions should be relevant to the topic and reflect appropriate reading on the topic. Each module's readings include discussion questions to start the conversation, but they are not intended to be at all limiting; your enthusiastic participation will benefit both you and other participants. For each week, discussion questions will be posted. The students are encouraged to answer these questions, post new questions, and reply on the others' posts. Every week, each student is expected to 1) answer at least one question posted by the instructor and/or post a new question, and 2) comment at least once on the post of his/her fellow student.

The following rubric will be employed to assess the participation mark:

CRITERIA	WEIGHTING	INDICATORS
Preparation	40%	The student demonstrates consistent preparation for class; readings are always completed, and the student is able to relate readings to each other and to other course material (discussions, presentations, guest speakers, etc.)
Quality of contributions	40%	The student's comments are relevant and reflect understanding of readings and other course material. The student's contributions move the discussion forward.
Frequency of participation	10%	The student is actively engaged in the class and/or discussions at all times.
Attendance/Punctuality	10%	The student is always punctual and no unexcused absences.

INTEGRATION OF MIM COMPETENCIES

PROGRAM COMPETENCY	COURSE LEARNING OUTCOME	COURSE ASSESSMENT
Information Management Leadership	Understand key issues with comfort discussing within your organizations	Online discussions, text and readings.
Enterprise Architecture		
Risk Management		
Information Security		

CLASS POLICIES

Extended absence from class

- Emergencies
 - Contact the course instructor
- Illness
 - Contact your instructor as soon as possible to inform him or her of your illness.
 - All absences due to illness must be supported by a physician's note to be submitted to the course instructor.

Citation Style

SIM courses use APA as the default standard citation style. Unless the instructor provides alternative written instructions, please use the APA citation style in your assignments to briefly identify (cite) other people's ideas and information and to indicate the sources of these citations in the References list at the end of the assignment. For more information on APA style, consult Dalhousie Library website at <https://libraries.dal.ca/help/style-guides.html> or the APA's Frequently Asked Questions about APA

Late penalties for assignments

A penalty for late assignments will be assessed, unless prior permission has been given by the instructor to submit an assignment late, which normally will be for extended illness, medical, or family emergencies only (see above). Late submissions will be assessed a penalty of five percent per day, including weekends. Assignments will not normally be accepted seven days or more after the due date; in such cases the student will receive a grade of zero.

SIM GRADING POLICY

A+	90-100	Demonstrates original work of distinction.
A	85-89	Demonstrates high-level command of the subject matter and an ability for critical analysis.
A-	80-84	Demonstrates above-average command of the subject matter.
B+	77-79	Demonstrates average command of the subject matter.
B	73-76	Demonstrates acceptable command of the subject matter.
B-	70-72	Demonstrates minimally acceptable command of the subject matter.
F	<70	Unacceptable for credit towards a Master's degree.

ACCOMMODATION POLICY FOR STUDENTS

Students may request accommodation as a result of barriers experienced related to disability, religious obligation, or any characteristic protected under Canadian human rights legislation.

Students who require academic accommodation for either classroom participation or the writing of tests and exams should make their request to the Advising and Access Services Center (AASC) prior to or at the outset of the regular academic year. Please visit www.dal.ca/access for more information and to obtain the Request for Accommodation form.

A note taker may be required as part of a student's accommodation. There is an honorarium of \$75/course/term (with some exceptions). If you are interested, please contact AASC at 494-2836 for more information or send an email to notetaking@dal.ca.

Please note that your classroom may contain specialized accessible furniture and equipment. It is important that these items remain in the classroom, untouched, so that students who require their usage will be able to fully participate in the class.

ACADEMIC INTEGRITY

In general:

The commitment of the Faculty of Management is to graduate future leaders of business, government and civil society who manage with integrity and get things done. This is non-negotiable in our community and it starts with your first class at Dalhousie University. So when you submit any work for evaluation in this course or any other, please ensure that you are familiar with your obligations under the Faculty of Management's Academic Integrity Policies and that you understand where to go for help and advice in living up to our standards. You should be familiar with the Faculty of Management Professor and Student Contract on Academic Integrity, and it is your responsibility to ask questions if there is anything you do not understand.

Dalhousie offers many ways to learn about academic writing and presentations so that all members of the University community may acknowledge the intellectual property of others. Knowing how to find, evaluate, select, synthesize and cite information for use in assignments is called being "information literate." Information literacy is taught by Dalhousie University Librarians in classes and through Dalhousie Libraries' online [Citing & Writing](#) tutorials.

Do not plagiarize any materials for this course. For further guidance on what constitutes plagiarism, how to avoid it, and proper methods for attributing sources, please consult the University Secretariat's [Academic Integrity](#) page.

Please note that Dalhousie subscribes to plagiarism detection software that checks for originality in submitted papers. Any paper submitted by a student at Dalhousie University may be checked for originality to confirm that the student has not plagiarized from other sources. Plagiarism is considered a very serious academic offence that may lead to loss of credit, suspension or expulsion from the University, or even the revocation of a degree. It is essential that there be correct attribution of authorities from which facts and opinions have been derived. At Dalhousie, there are University Regulations which deal with plagiarism and, prior to submitting any paper in a course; students should read the Policy on [Intellectual Honesty](#) contained in the Calendar.

Furthermore, the University's Senate has affirmed the right of any instructor to require that student assignments be submitted in both written and computer readable format, e.g.: a text

file or as an email attachment, and to submit any paper to a check such as that performed by the plagiarism detection software. As a student in this class, you are to keep an electronic copy of any paper you submit, and the course instructor may require you to submit that electronic copy on demand. Use of third-party originality checking software does not preclude instructor use of alternate means to identify lapses in originality and attribution. The result of such assessment may be used as evidence in any disciplinary action taken by the Senate.

Finally:

If you suspect cheating by colleagues or lapses in standards by a professor, you may use the confidential email: ManagementIntegrity@dal.ca which is read only by the Assistant Academic Integrity Officer.

FACULTY OF MANAGEMENT CLARIFICATION ON PLAGIARISM VERSUS COLLABORATION:

There are many forms of plagiarism, for instance, copying on exams and assignments. There is a clear line between group work on assignments when explicitly authorised by the professor and copying solutions from others. It is permissible to work on assignments with your friends but only when the professor gives you permission in the specific context of the assignment. University rules clearly stipulate that all assignments should be undertaken individually unless specifically authorised.

Specific examples of plagiarism include, but are not limited to, the following:

- Copying a computer file from another student, and using it as a template for your own solution
- Copying text written by another student
- Submitting the work of someone else, including that of a tutor as your own

An example of acceptable collaboration includes the following:

- When authorised by the professor, discussing the issues and underlying factors of a case with fellow students, and then each of the students writing up their submissions individually, from start to finish.

UNIVERSITY STATEMENTS

ACCESSIBILITY

The Advising and Access Centre serves as Dalhousie's Centre for expertise on student accessibility and accommodation. Our work is governed by Dalhousie's Student Accommodation Policy, to best support the needs of Dalhousie students. Our teams work with students who request accommodation as a result of: disability, religious obligation, an experienced barrier related to any other characteristic protected under Canadian Human Rights legislation.

STUDENT CODE OF CONDUCT

Everyone at Dalhousie is expected to treat others with dignity and respect. The Code of Student Conduct allows Dalhousie to take disciplinary action if students don't follow this community expectation. When appropriate, violations of the code can be resolved in a reasonable and informal manner—perhaps through a restorative justice process. If an informal resolution can't be reached, or would be inappropriate, procedures exist for formal dispute resolution.

DIVERSITY AND INCLUSION

Every person at Dalhousie has a right to be respected and safe. We believe inclusiveness is fundamental to education. We stand for equality.

Dalhousie is strengthened in our diversity. We are a respectful and inclusive community. We are committed to being a place where everyone feels welcome and supported, which is why our Strategic Direction prioritizes fostering a culture of diversity and inclusiveness (Strategic Priority 5.2).

RECOGNITION OF MI'KMAQ TERRITORY

Dalhousie University would like to acknowledge that the University is on Traditional Mi'kmaq Territory.

The Elders in Residence program provides students with access to First Nations elders for guidance, counsel and support. Visit the office in the McCain Building (room 3037) or contact the programs at elders@dal.ca or 902-494-6803 (leave a message).

COURSE SCHEDULE		
DATES	TOPICS AND ASSIGNMENTS	READINGS
Sept. 4 – 9	<p>Course Overview</p> <p>Introduction to Information Systems</p> <p>Hardware</p> <p>Software</p> <ul style="list-style-type: none"> ➤ Discussion due by Sept. 9 ➤ Introductory Live Class Sept. 9, 8:00 pm (AST) 	<p>This syllabus in its entirety</p> <p>Rainer, Chapter 1</p> <p>Rainer, Technology Guide 1</p> <p>Rainer, Technology Guide 2</p> <p><i>“APA Style Guide”</i></p>
Sept 10 - 16	<p>Organizational Strategy, Competitive Advantage, and Information Systems</p> <ul style="list-style-type: none"> ➤ Discussion due by Sept. 16 ➤ Groups selected by Sept. 16 	<p>Rainer, Chapter 2</p> <p><i>“Understanding the Giant Killers and Tactics for Avoiding Extinction.”</i></p>
Sept 17 – 23	<p>Ethics and Privacy</p> <p>Information Security and Controls</p> <p>Protecting Your Information Assets</p> <ul style="list-style-type: none"> ➤ Discussion due by Sept. 23 ➤ Live Class 1 - Sept. 23, 8:00 pm (AST) 	<p>Rainer, Chapter 3</p> <p>Rainer, Chapter 4</p> <p>Rainer, Technology Guide 5</p> <p><i>“Kill Chain Analysis of the Target Data Breach”</i></p>
Sept 24 – 30	<p>Cloud Computing</p> <p>Data and Knowledge Management</p> <ul style="list-style-type: none"> ➤ Discussion due by Sept. 30 	<p>Rainer, Technology Guide 3</p> <p>Rainer, Chapter 5</p> <p><i>Case: Amazon.com, 2016</i></p>
Sep. 29 - 30. Quiz 1. Covers the material from weeks 1 – 4.		
Oct. 1 - 7	<p>Telecommunications and Networking</p> <ul style="list-style-type: none"> ➤ Discussion due by Oct. 7 ➤ Midterm Eval available Oct. 3 - 10 	<p>Rainer, Chapter 6</p> <p><i>“Why Software is Eating the World”</i></p>
Oct. 8 – 14	<p>E-Business and E-Commerce</p> <ul style="list-style-type: none"> ➤ Discussion due by Oct. 14 ➤ Live Class 2 – Oct. 14, 8:00 pm (AST) 	<p>Rainer, Chapter 7</p> <p><i>“The Truth about Blockchain”</i></p>

Oct. 15 - 21	<p>Wireless, Mobile Computing, and Mobile Commerce</p> <ul style="list-style-type: none"> ➤ Discussion due by Oct. 21 	<p>Rainer, Chapter 8 <i>"Mobile Email Addiction"</i></p>
Oct. 22 - 28	<p>Social Computing</p> <ul style="list-style-type: none"> ➤ Discussion due by Oct. 28 	<p>Rainer, Chapter 9 <i>"Facebook"</i></p>
Oct. 27-28. Quiz 2. Covers the material from weeks 5 – 8.		
Oct. 29 – Nov. 4	<p>Information Systems within the Organization</p> <ul style="list-style-type: none"> ➤ Discussion due by Nov. 4 ➤ Live Class 3 – Nov. 4, 8:00 pm (AST) 	<p>Rainer, Chapter 10 <i>"Models Will Run the World"</i></p>
Nov. 5 - 11	<p>Customer Relationship Management & Supply Chain Management</p> <ul style="list-style-type: none"> ➤ Discussion due by Nov. 11 	<p>Rainer, Chapter 11 <i>"Software is Still Eating the World"</i></p>
Nov. 12 – 18	<p>Business Intelligence and Analytics Intelligent Systems</p> <ul style="list-style-type: none"> ➤ Discussion due by Nov. 18 	<p>Rainer, Chapter 12 Technology Guide 4 <i>"Rise of the Robots: Technology and the threat of a Jobless Future"</i></p>
Nov. 19 – 25	<p>Acquiring Information Systems and Applications</p> <ul style="list-style-type: none"> ➤ Discussion due by Nov. 25 ➤ Case Assignment due Nov. 25 ➤ Live Class 4 – Nov. 25, 8:00 pm (AST) ➤ Student Rating of Instruction (SRI) Nov. 22 - 28 	<p>Rainer, Chapter 13 <i>"Knowledge-Worker Productivity: The Biggest Challenge"</i></p>
Nov. 24-25. Quiz 3. Covers the material from weeks 9 – 12.		
Dec. 1 - 2	<p>Intensive (Halifax)</p> <ul style="list-style-type: none"> ➤ During the intensive, you will participate in a case discussion that will require prior reading. ➤ MGMT5103 Student Rating of Instruction (SRI): Dec. 2 - 8 	

APPENDIX I – VIRTUAL TEAM GUIDELINES

- **Access your Learning Management System consistently, frequently** to check for updates and news – approach it as part of your social media routine
- **Determine how often team members will check in** with each other and stick to this communication schedule. At this time, determine if there will be any time zone challenges for team meetings and deadlines; discuss solutions.
- **Explore** the architecture of Brightspace. Consider using Brightspace’s **e-Portfolio** as a team – This is right beside your Brightspace Calendar and it is a place to record and reflect on your learning experience.
- **Develop and follow a team charter** with your virtual team to establish roles and responsibilities. This is when you want to determine exactly what digital tools the team will be using (Brightspace?/Googledocs?/Facebook?/Office 365?)
- **Appoint and refer to a team records manager.** If you are unable to locate shared work, this person could help you find what you are looking for.
- **Connect during “live office hours”** to communicate with your instructor.
- **Stay present and visible online.** Communicate regularly with your peers via the designated forum.