

School of Library and Information Studies
University of Oklahoma

LIS 4003
Information Systems and Networks
Internet Syllabus, Spring 2007

Instructor: William Hanson **E-Mail:** whanson@ou.edu
Office: 307 Dale Hall Tower, Mondays 11:30a-1:30p, or by arrangement
Online Materials: <http://learn.ou.edu>

Course Description:

Management of information technology; fundamental issues in operations and services associated with networked, digital resources; computers and communications in the digital age; storage and retrieval of text, images, and sound; understanding the use and users of networked information. The course will use a combination of online lecture materials, case studies, and projects, along with online discussion via the D2L Discussion board.

Prerequisite: Junior Standing.

Course Objectives:

Upon successful completion of this course, the student will be able to:

- Demonstrate the basics of design and development of information technology
- Demonstrate the fundamentals of computer networking technology
- Identify key issues in managing information technology
- Identify security, privacy, and other social issues inherent in information technology
- Design and implement basic web pages
- Design and implement a simple database in Microsoft Access

Content Delivery Methods:

This course will be taught entirely via the internet, and will use a combination of delivery methods, including:

- Narrated PowerPoint slides for each chapter.
- Narrated examples of HTML coding and; construction of an Access database.
- A “learn by doing” orientation with a number of individual case studies and projects.
- Weekly contributions to the D2L online discussion board.
- A final project which integrates material from across the entire course.
- Use of email or online chat as necessary.

Graded Items (there is at least one graded item per week):

1. There will be 8 graded reviews. Reviews will be open book and will include definitions, practical exercises and essays.
2. You will have one final project, worth 250 points. This will be a case study of your choice in which you will integrate ideas and themes from the course material.
3. You will have four individual projects: Business Process, ERD, Database, and Web Page. These projects will be collectively worth 200 points.
4. Two short case studies, worth 100 points each: E-commerce, Security
5. At least two “substantive” inputs to the class discussion board each week.
6. There may be opportunities for extra credit at the instructor’s discretion.

Discussion Board Posting Grading Criteria:

Staying engaged is the key to success in an online class. You are required to post to the D2L discussion board at least 2 times per week. Your posts will be graded according to the following scale:

- 5 points possible for each post
- First post should be in response to the instructor’s discussion question
- The 2nd post of the week should be a response to someone else’s post
- Non substantive or off-topic posts: 1 point, posting data already in the text: 2 points
- 3-5 points for substantive or thoughtful posts or comments, based on instructor judgment
- Posting links to outside pages is ok, but should be on-topic and you should explain why the link is of interest

Use good “netiquette”. The discussion board is for class purposes only! Profanity, personal attacks, harassment, political or religious discussions, commercial solicitation or spam or any other antisocial behavior will not be tolerated. Also, resist the temptation to “flame” someone who says something you don’t agree with. I WILL WARN YOU IF YOU GET OUT OF LINE. Repeat offenders will be banned from participation and lose all discussion points (= 1.5 letter grades)

Hardware and Software requirements:

- Computer capability sufficient to connect with the D2L website (<http://learn.ou.edu/ComputerReq.asp>).
- A web browser (Internet Explorer, Netscape Navigator or Mozilla – same as D2L requirement)
- Sound card, speakers or headphones to hear the narrated PowerPoint slides (if you can listen to music on your computer, you have what you need)
- Microsoft Access (note: Access is available on all OU computer lab computers)
 - Note also, Access is not included in the “student version” of Microsoft Office, so if you want to work from your home computer, you must purchase Access or an upgraded version of Office
- Students will not be allowed to use web authoring software such as Dreamweaver or Front Page, all web page work will be hand-coded HTML using Notepad.

Required Textbook

Information Systems: The Foundation of E-Business, 4th ed., Steven Alter. Prentice Hall, 2002. ISBN 0-13-061773-3 (CD-ROM version not required, international edition ok)

Optional Reference (Not required, but helpful if you have never done any web page design)

HTML 4 For Dummies, Tittle, Ed and Pitts, Natanya. Wiley Publishing, 2003. ISBN 0-7645-1995-6

Grading:

Item	Points	Weight	Final Grades – Points (%)
Graded Reviews (8 – 25 points @)	200	20%	A: 900 + (90% and above)
Final Project	250	25%	B: 800 – 899 (89% – 80%)
D2L Postings	150	15%	C: 700 – 799 (79% – 70%)
Projects (4 – 50 pts each)	200	20%	D: 600 – 699 (69% – 60%)
Case Studies (2 – 100 points each)	200	20%	F: less than 600 (below 60%)
Total	1000	100%	

A grade of A implies that all requirements have been met and substantially exceeded. “A, the highest grade, is given of work of exceptional quality. D is the lowest grade for which credit is given in any undergraduate college and means that, although in the judgment of the instructor credit should be allowed for the course, a degree will not be conferred upon a student whose work is all of that level.” (*The University of Oklahoma General Catalog, 2003-2006*, p. 34)

A grade of F implies failure to meet minimal requirements. School of Library and Information Studies policy requires that any student receiving a grade of F be recommended for dismissal from the Bachelor of Arts and Information Studies Program.

Due Dates and Late Assignments

All assignments are due at 5:00 PM CDT on the due date in the syllabus. Late work will not be accepted except under extraordinary circumstances, and then **only by prior arrangement** with the instructor. Computer problems, illness, family issues, or schedule conflicts are not valid reasons for late work – plan ahead.

Course Outline (All readings are from the *Information Systems* text unless otherwise stated -- Graded items in **Underline):**

Week	Dates	Subject	Reading
1	16-19 Jan	Intro and E-Business as Usual Systems from a Business Viewpoint Graded Review #1	Chapter 1 Chapter 2
2	22-26 Jan	Business Processes Types of Information Systems Business Process Due 26 Jan	Chapter 3 Chapter 5
3	29 Jan- 2 Feb	Information, Databases & ERDs Computers in a Networked World Graded Review #2	Chapter 4 Chapter 8
4	5-9 Feb	Access ERD Due 9 Feb	Handouts
5	12-16 Feb	Customer, Product, and E-Commerce Networks, Telecommunications & Web Page Design Graded Review #3	Chapter 6 Chapter 10
6	19-23 Feb	Database Due 23 Feb	
7	26 Feb- 2 Mar	HTML Graded Review #4	Handouts
8	5-9 Mar	E-Commerce case study due 9 Mar	
9	12-16 Mar	Software and Programming Web Page Due 16 Mar	Chapter 9
10	19-23 Mar	OU Spring Break	
11	26-30 Mar	Information Systems Planning Graded Review #5	Chapter 11
12	2-6 Apr	Building and Maintaining Information Systems Graded Review #6	Chapter 12
13	9-13 Apr	Ethics, Security and Control Graded Review #7	Chapter 7 Chapter 13
14	16-20 Apr	Security case study due 20 Apr	
15	23-27 Apr	Advanced Topics Database-enabled web pages Graded Review #8	Handouts
16	30 Apr- 4 May	Work on Final Projects	
Finals	7 May	Final Project Due 7 May	

Academic Integrity:

(the following statement is extracted from <http://www.ou.edu/provost/integrity> -- all students are encouraged to review the OU policy and to discuss any issues or questions with me)

What does "academic integrity" mean?

Academic integrity means honesty and responsibility in scholarship. Professors have to obey rules of honest scholarship, and so do students. Here are the basic assumptions about academic work at the University of Oklahoma:

- (1) Students attend OU in order to learn and grow.
- (2) Academic assignments exist for the sake of this goal.
- (3) Grades exist to show how fully the goal is attained.
- (4) Thus, all work and all grades should result from the student's own effort to learn and grow. Academic work completed any other way is pointless, and grades obtained any other way are fraudulent.

Academic integrity means understanding and respecting these basic truths, without which no university can exist. Academic misconduct -- "cheating" -- is not just "against the rules." It violates the assumptions at the heart of all learning. It destroys the mutual trust and respect that should exist between student and professor. Finally, it is unfair to students who earn their grades honestly.

Sexual Harassment Policy:

The University of Oklahoma explicitly condemns sexual harassment of students, staff, and faculty. Sexual harassment is unlawful and may subject those who engage in it to university sanctions as well as civil and criminal penalties. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature in the following context:

- 1) When submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic standing, or
- 2) When submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual, or
- 3) When such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or academic environment.

University of Oklahoma Reasonable Accommodation Policy on Disabilities

Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me personally as soon as possible so we can discuss accommodations necessary to ensure full participation and facilitate your educational opportunities.

University of Oklahoma Policy on Religious Holidays

It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays.

Internet Information

Course material will be posted on the OU Desire 2 Learn site (<http://learn.ou.edu>). Slides, revisions to this syllabus, announcements, and revisions to the course outline will be posted in the appropriate folder. You are required to use this Internet site to keep abreast of course changes. The D2L site will also include the class discussion board and chat room.

WILLIAM E. HANSON
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