Bossier Parish Community College
Master Syllabus

Course Prefix and Number: CTEC 108   **Credit Hours:** 3-3-0

Course Title: Introduction to Management Information Systems

Course Prerequisites: CTEC 101

Textbook(s): BALTZAN, Connect 3P Inclusive Access Online Access for Business Driven Information Systems, 8th ed. (2021) ISBN: 9781265953393

Course Description: This course examines information systems and the management of organizations. Topics include competitive advantage, data management, ethics, security, customer relationship management (CRM), supply chain management (SCM), enterprise resource planning (ERP), and other information technology content.

Learning Outcomes:
At the end of this course, the student will:

- A. identify uses of information systems for operations, management, competitive advantage, and decision making;
- B. describe ethical challenges; and
- C. discuss data management and analysis.

To achieve the learning outcomes, the student will or will be able to:
(The letter designations at the end of each statement refer to the learning outcome(s).)

1. define information systems (A);
2. identify competitive strategies (A);
3. recognize ethical issues regarding information technology (B);
4. identify database concepts (C); and
5. describe tools to help access, analyze, and make decisions using data (C).

Course Requirements:
- To pass the course, student must achieve a course average of 70% or above.
- Students must have access to a computer (not mobile device), Microsoft Office, and the Internet to complete the assignments. Computer, software, and the Internet are available to students on campus during scheduled computer lab times and in the Learning Commons located in the BPCC Library.
- Students are required to use BPCC's LMS and are encouraged to use the BPCC Library to research topics and employment opportunities.

Course Grading Scale:
- A = 90 - 100
- B = 80 - 89
- C = 70 - 79

- D = 60 - 69
- F = 0 – 59

Attendance Policy:
Each student is expected to attend class regularly; excessive unexcused absences constitute grounds for suspension. Refer to the student handbook for Attendance Policy.

Course Fees: This course is accompanied with an additional non-refundable fee for supplemental materials, laboratory supplies, software licenses, certification exams and/or clinical fees.

Nondiscrimination Statement: Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

Coordinator for SECTION 504 AND ADA
Angie Cao, Student and Disability Services Specialist
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Email: acao@bpcc.edu
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Equity/Compliance Coordinator
Teri Bashara, Director of Human Resources
Human Resources Office, A-105
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Bossier City, LA 71111
Phone: 318-678-6056
Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.