ITMT/IT-T 100 Introduction to Information Technology as a Profession
Fall 2018 Syllabus

Professor Ray Trygstad

Professor: **Ray Trygstad**
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Course Catalog Description: Introduces students to the profession of information technology, beginning with concepts of systems, systems theory and modeling, information systems, and system integration. Examines the steps necessary to analyze a business problem and identify and define the computing and information requirements appropriate to its solution, with a focus on how to design, implement, and evaluate a technology-based system to meet desired needs. Students learn to analyze the local and global impact of computing on individuals, organizations, and society. Leads students to recognize of the need for continuing professional development, and imparts an understanding of professional, ethical, legal, security and social issues and responsibilities in information technology. Students write and present, building their ability to communicate effectively with a range of audiences, and using standard planning methodologies design an information system to meet the information needs of a small business.

Prerequisites: ITM 301 and (ITM 311 or ITM 312) **Credit:** 3-0-3 Semester Hours

Lecture Days, Times & Places: TBD

Schedule of Topics/Readings: ***All readings should be done prior to class.***

Class Session	Week of	Topic/*Lab*	Reading
1	August 20	Introduction to Systems and Systems Theory	Online
2	August 27	System Modeling Concepts and Methods	Online
3	September 3	Introduction to Information Systems	Watson Chap. 2, Gelinas Part I
4	September 10	Data, Information, and Data Management	Marakas Chap. 5, Gelinas Chap. 3, Watson Chaps. 8 & 9
5	September 17	Networking and Connectivity	Marakas Chap. 6, Lucas Chap. 12
6	September 24	Communicating Technology	Online
7	October 1	Project Management	Online
8	October 8	Information in the Enterprise	Gelinas Chaps. 4 & 5, Marakas module III
9	October 15	Systems Analysis and Requirements Definition	Gelinas Chaps. 2 & 6
10	October 22	Systems Design and Implementation	Gelinas Chap. 7, Lucas Chaps. 13-16
11	October 29	Integrating Systems	Online
12	November 5	Information in Society and the World	Marakas Chap. 14, Lucas Chap. 25
13	November 12	Ethics and Professional Responsibility	Marakas Chap. 13, online
14	November 19	**No Class: Thanksgiving Holiday**	
15	November 29	Law, Security, & Professionalism	Watson Chap. 14, online
16	December 3	**Project Presentations as Final Examination**	

Required Textbooks:

- Marakas, George M. & O'Brien, James *Introduction to information systems—16th ed.* McGraw-Hill/Irwin 2013 ISBN: 978-0-07-337688-2 https://archive.org/details/IntroductionToInformationSysOBrienJames
- Gelinas, Ulric J.Jr., Sutton, Steve G., Federowicz, Jane *Business Processes and Information* Technology Global Text Project 2008 (Provided on Blackboard)
- Watson, Richard T. (Ed.) *Information Systems* Global Text Project 2007 (Provided on Blackboard)
- Lucas, Henry C. Jr. *Information Technology for Management* Global Text Project 2009 (Provided on Blackboard)
- Wikimedia *Introduction to Computer Information Systems* Wikibooks 2016 (Provided on Blackboard)
- Online readings as assigned in Blackboard

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Course Objectives: Each successful student will be able to use concepts of systems theory, systems modeling, and system integration to design an information system using standard planning methodologies to meet identified business needs. They will be able to analyze the local and global impact of computing on individuals, organizations, and society, engage in continuing professional development, and discuss professional, ethical, legal, security and social issues and responsibilities.

Course Outcomes: Students completing this course will be able to:

- Recall and describe concepts of system theory and system modeling
- Recall and describe the components of an information system
- Explain the role of information technology as the facilitating function in a modern business enterprise
- Describe considerations for deployment of technology in a business setting
- Explain the standards of professional communication used within the information technology profession
  - Communicate (understand, and respond) in a manner appropriate to the information technology profession
- Analyze a business problem and identify and define computing requirements appropriate to its solution
- Design a computer-based information system to meet desired business needs
- Describe concepts of system integration and its application to information system design
- Recall and discuss professional, ethical, legal, security and social issues and responsibilities
  - Explain the importance of ethics to the information technology profession
  - Be able to recognize ethical issues and propose appropriate responses to ethical problems
  - Describe the norms of professional behavior as an information technology professional
  - Discuss how professional conduct reflects on and supports the information technology profession
- Analyze the local and global impact of computing on individuals, organizations, and society
- Recognize the need for and engage in continuing professional development

Course Notes: Copies of the course lecture notes in the form of a PDF of the PowerPoint presentation accompanying each lecture will be provided for each student on Blackboard. This should be useful if you must miss a class. You should be aware that note taking is encouraged and should help your understanding of the material.

Readings: Readings for the class will be assigned from the textbooks; there will be additional reading assigned in the form of online reading. All readings should be done before coming to class on the assigned date, and are *mandatory* and *expected*. Generally if you do the readings you will *excel* in the course, as the lectures serve as a clarification and explanation of material you should already be familiar with. Completion of reading may be verified by quizzes. Specific readings are assigned by topic above.

Attendance: Attendance is required of students in the live section. If you will not be able to attend class or will be late, please notify the instructor via email prior to class time. It is possible to arrange for absences but they must be arranged by discussion with the instructor in advance.

Online students will watch the recording of the class posted later. When watching recorded lectures, students should keep up and ensure that they have completed viewing of the previous week's lectures no later than each Monday morning.

Research Papers: Two three-page research papers each addressing a topic from the course in more depth than it may covered in the course. The three pages should be content and do not include cover page, bibliography, charts, diagrams, figures, appendices or other included materials. Topics should be of particular interest to you. Papers must have a complete bibliography citing a minimum of five sources *other than* the textbook or class notes. You must fully attribute all material directly quoted and you must document all sources used in the preparation of the paper using complete, APA-style bibliographic entries. Failure to format your bibliography entries in APA style will result in an automatic reduction of one letter grade for this assignment. No more than thirty-three percent of material included in any paper may be direct quotes. No more than sixty percent of the resources cited may be from online. *Wikipedia* may not be cited. These papers will be due the week of September 24 and October 22.

Note: I will not provide topics for research papers. Topic selection is an important part of the research process. There is an enormous and expansive variety of topics in this field and with a little work on your part arriving at a topic should not be difficult at all. Topics should be very specific as you will be covering it in a relatively short amount of writing and you want to reflect an in-depth coverage of your topic which you can not do with a very broad topic.

TL;DR: Pick your own research paper topic. Broad topic = bad; specific, narrow topic = good..

Homework: Homework may be assigned in the form of questions or problems from a textbook or published on Blackboard. All homework will be due at the second class following the assignment. Homework will be submitted via the Blackboard assignments page.

Quizzes: Quizzes are given at the instructor's discretion and will verify that assigned reading has been completed. As they are discretionary, weight of quizzes in grading is also left to the instructor's discretion and will be included in the class participation grade. Quizzes will be unannounced and will normally be given in the first five minutes of class time; online quizzes will be completed within a specific timeframe and must be completed in the time specified, normally five minutes. Live students who are late or absent without prior notification to the instructor and miss a quiz may not make it up.

Project/Examination: The final examination will consist of a presentation of a collaborative group project and submission of a project report, using standard planning methodologies to design an information system to meet the information needs of a small business. This group project will be assigned by the professor in the middle of the term and will allow you to build the project based on what you learn throughout the semester. The project will include preliminary and final presentations.

Academic Honesty: All work you submit in this course must be your own. If it is not, a grade of zero will be assigned for the assignment, an Academic Honesty Violation Report will be filed, and it may result in your expulsion from the course with a failing grade as per the IIT/ITM academic honesty policies. Assignments will be automatically checked for plagiarism or collaboration by automated tools at the time of submission.

Plagiarism: You must fully attribute all material directly quoted in papers and you must document all sources used in the preparation of the paper using complete, APA-style bibliographic entries. Including directly quoted material in an assignment without attribution is always plagiarism and you will be assigned a grade of zero for the assignment.

Collaboration: Students submitting work that is identical or in some cases even substantively the same will be asked to discuss the assignment with me. If one student admits to having copied the work, or if there is clear evidence who is guilty, the guilty student will be assigned a grade of zero for the assignment . If no one admits to the offense or a reasonable determination of guilt cannot be made, each student involved will be assigned a grade of zero for the assignment.

Grading: Grading criteria will be as follows:

A	*Outstanding work reflecting substantial effort*	90-100%
B	*Excellent work reflecting good effort*	80-89.99%
C	*Satisfactory work meeting minimum expectations*	70-79.99%
D	*Substandard work not meeting expectations*	60-69.99%
E	*Unsatisfactory work*	0-59.99%

The final grade for the class will be calculated as follows:

Research Papers	**35%**
Final Project	**35%**
Homework	**10%**
(If no homework is assigned, 5 percent more will be assigned to the research paper and project weights)	
Quizzes and Class Participation	**20%**

Other Class Resources: Online readings and other class resources are on **http://blackboard.iit.edu.**

Our Contract: This syllabus is my contract with you as to what I will deliver and what I expect from you. If I change the syllabus, I will issue a revised version of the syllabus; the latest version will always be available on Blackboard. Areas with changes will be indicated by a black bar in the right-hand margin of the page. →

Disabilities: Reasonable accommodations will be made for students with documented disabilities. In order to receive accommodations, students must obtain a letter of accommodation from the Center for Disability Resources and make an appointment to speak with me as soon as possible. My office hours are listed on the first page of the syllabus. The Center for Disability Resources (CDR) is located in 3424 S. State St., room 1C3-2 (on the first floor), telephone 312.567.5744 or disabilities@iit.edu.