اعتماد
NCAAA

T4

2020

Course Specifications

Course Title:	**Change Mgmt. & Sys. Develop**
Course Code:	**MIS10705**
Program:	**Bachelor in Management Information Systems**
Department:	**Department of Management Information Systems**
College:	**College of Business Administration**
Institution:	**Albaha University**

Table of Contents

A. Course Identification

1. **Credit hours:** 3 Hrs	

2. Course type

a.   University ☐   College ☐   Department ☒   Others ☐

b.   Required ☐   Elective ☒

3. Level/year at which this course is offered: Level 7 / Year 4

4. Pre-requisites for this course (if any)**:**
16031729

5. Co-requisites for this course (if any)**:**
None

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**	30	%67
2	**Blended**		
3	**E-learning**	15	%33
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	30
2	**Laboratory/Studio**	-
3	**Tutorial**	15
4	**Others** (specify)	-
	Total	45

B. Course Objectives and Learning Outcomes

1. Course Description

This course is introduction to Technology concepts that provide a framework for understanding the development, management, and effective use of information and information systems in an organization. Furthermore, the applications of information systems in business enterprises. The use of internal and external information and models for managerial decision support, including executive information systems, expert systems, and artificial intelligence.

2. Course Main Objective

This course develops a student's ability to become familiar with concepts, terms, and procedures, specifically related to change management and system development applied within the management of organizations. Correspondingly Students recognize how technology relates to their chosen field and how it is applied in organizations, along with learning how to apply suitable information systems to meet user requirement at several levels within organizations.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Recognize the competitive and strategic significance of an information system to an organization in a case or actual business situation.	K1
1.2	Define the concepts, principles, determinant factors, and steps of related topics to developing and managing an information system.	K2
2	**Skills :**	
2.1	Analyze and discuss characteristics of computer-based information systems in organizations, concepts and issues; systems analysis and design; database design using the relational database model; data communications and LAN.	S1
2.2	Summarize specific implementation in areas (change management) of manufacturing, accounting, finance, human resources and marketing.	S2
3	**Values:**	
3.1	Examine interrelationships among thinking, communication, leadership, and management processes to address individual, family, community, and workplace issues.	V1

C. Course Content

No	List of Topics	Contact Hours
1	▪ Mainframe and personal computer hardware. System software for PC and mainframe computers and their relation to end user applications	3
2	▪ Information and communications concepts, telecommunications hardware, software, data communications and telecommunications models, the Internet, the Web, and intranets. Characteristics of effective information, and future trends in telecommunications.	6
3	Database management systems concepts, development, and use. Database components, architectures, data resources, data modeling, and, data retrieval.	6
4	The use of information systems for business operations, including accounting, finance, marketing, manufacturing, and human resource information systems.	6
5	The fundamentals of electronic commerce, including business to consumer, business to business, electronic data transfer, electronic payment and security.	6
6	▪ The use of information systems and software in enterprise collaboration and workgroup management, including intranets, extranets, groupware, and conferencing. The use of internal and external information and models for managerial decision support, including executive information systems, expert systems, and artificial intelligence.	6
7	Strategic roles of information systems in business quality, business process reengineering and competitive and survival issues.	6
Total		45

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	**Knowledge and Understanding**		
1.1	Recognize the competitive and strategic significance of an information system to an organization in a case or actual business situation.	• Lecture • Presentation • Discussion of cases Applications exercises	• Homework • Group Discussion • Mid- Final exams • Quizzes Projects
1.2	Define the concepts, principles, determinant factors, and steps of related topics to developing and managing an information system.		
…			
2.0	**Skills**		
2.1	Analyze and discuss characteristics of computer-based information systems in organizations, concepts and issues; systems analysis and design; database design using the relational database model; data communications and LAN.	• Lecture • Presentation • Discussion of cases Applications exercises	• Homework • Group Discussion • Mid- Final exams • Quizzes Projects
2.2	Summarize specific implementation in areas (change management) of manufacturing, accounting, finance, human resources and marketing.		
…			
3.0	**Values**		
3.1	• Examine interrelationships among thinking, communication, leadership, and management processes to address individual, family, community, and workplace issues.	• Class discussion Hands-on learning through class participation Interactive lecture	• Group Discussion • Mid- Final exams • Quizzes • Projects Apply standards of ethical behavior
3.2			
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	4-10	5%
2	Assignments	3-9	5%
3	Project (research, poster, presentation, … etc)	11	10%
4	Mid Term Examination	8	30%
5	Final Examination	15/16	50%

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :
- Instructor will be available on weekdays during their office hours.

Additional assistance by appointment only.

F. Learning Resources and Facilities
1.Learning Resources

Required Textbooks	Avgerou, C. and T. Cornford Developing Information Systems: Concepts, Issues and Practice. (Basingstoke: Macmillan, 1998) [ISBN 97800333732311] Chapters 2–6.
Essential References Materials	Avison, D. and G. Torkzadeh Information Systems Project Management. (Thousand Oaks, CA: Sage, 2009) [ISBN 9781412957021]. McNurlin, B.C., R.H. Sprague, Jnr. and T. Bui Information Systems Management in Practice. (Englewood Cliffs, NJ: Prentice Hall (Pearson International), (2009) [ISBN 978013157951].
Electronic Materials	Wall Street Journal Harvard Business Review Human Resource Management Journal International Journal of Human Resource Management Personnel Review http://www.business.com
Other Learning Materials	Software packages are required for this course. The software packages will be those supported by the University in open labs for word-processing, spreadsheets, electronic presentations, database, Web browsing, e-mail, and collaborative group work. In addition, the instructor may select additional software packages considered necessary for completion of the course projects.

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Classes will be held in classroom and business computer lab and will accommodate approximately twenty-five (25) students. An appropriate number of computers and desk must be available for each student.
Technology Resources (AV, data show, Smart Board, software, etc.)	Access to Microsoft Excel, Microsoft Access, and Microsoft Office systems are required.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Business computer laboratory must encompass twenty-five (25) student workstations, network printer, and scanners for student use.

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Course Evaluation Surveys	Students	Direct
Students-Faculty Meetings	Program leaders	Indirect
Students Assessment of Faculty Members Survey	Students	Direct
Discussions between staff members teaching the course	Faculty	Direct

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Internal review of the course at a departmental level	Faculty	Direct
External reviewers	Peer reviewer	Indirect
Course evaluation reports	Program leaders	Direct
Student assessment of faculty reports	Students	Direct
Faculty's on-going training through self/department/faculty and/or University initiated workshops and development programs	Program leaders	Indirect
Marking of assignments and exam submissions are revised by independent teaching staff from within the department and/or other departments within the college	Students	Indirect

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	Minutes of the Council of Management Information Systems Department
Reference No.	3
Date	8.12.2021