Instructor: Jinwook Lee
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Webpage: [http://rutcor.rutgers.edu/jinwook.lee/mis_fall2013/index.html](http://rutcor.rutgers.edu/jinwook.lee/mis_fall2013/index.html)
Office Hours: TBA and by appointment.
Office: Room number TBD on Floor 5, 100 Rockafellar Rd., Piscataway, NJ (Rutgers Business School)

Since the new Rutgers Business School building is still under construction (but in a finalizing process), I haven’t heard yet any information about my new office. I will let you know when it’s available.

All class policies subject to change at instructor’s discretion.

Textbooks:


   - We also need “MyITLab,” the online homework management system.

Software: Microsoft Excel (Version: 2013)

Through Rutgers at the [http://software.rutgers.edu website, you may purchase a reasonably complete version of Microsoft Office 2013 for Windows for $79.99.](http://software.rutgers.edu)

Topics: from the first listed textbook, we will cover

- The importance of MIS
- Strategy and Information Systems
- Hardware, Software, and Mobile Systems
- Database Processing
- Processes, Organizations, and Information Systems
- Social Media Information Systems
- Business Intelligence Systems,

and with the other text, we will learn

- Creating a Worksheet and Charting Data
- Using Functions, Creating Tables, and Managing Large Workbooks
- Analyzing Data with Pie Charts, Line Charts, and What-If Analysis Tools
- Use Financial and Lookup Functions, Define Names, Validate Data, and Audit Worksheets
- Managing Large Workbooks and Using Advanced Sorting and Filtering
- Creating Charts, Diagrams, and Templates.
Lecture Schedule: Course material will be presented in an alternating manner, i.e., one chapter from the MIS text will be followed by one chapter from the Excel text, and so on. For those who do not have Microsoft Excel 2013, please get it by Sep 13 (Friday) – before then, we will learn some general concepts from the first chapter of the MIS textbook first.

Grading Scheme: Midterm 30%, Final 40%, Homework and Quizzes 30%.
- The above grading scheme may be changed when necessary at instructor’s discretion.

Homework: Homework will be assigned every one or two weeks. No late homework will be accepted, and the lowest one will be dropped for the letter grade calculation. Every quiz will be counted equally. Collaboration on the homework is allowed, but you must write up the homework solutions on your own.

Collaboration and Cheating: Collaboration of any kind is strictly forbidden on all exams, and quizzes. Any violations that I detect will be formally prosecuted. Students should familiarize themselves with the RBS honor code pledge, “I pledge, on my honor, that I have neither received nor given any unauthorized assistance on this examination (assignment).” See [http://academicintegrity.rutgers.edu/academic-integrity-at-rutgers](http://academicintegrity.rutgers.edu/academic-integrity-at-rutgers) for more information.