

Leveraging Information Technology for Business (BCIS 5150)

ITDS, University of North Texas

TERM Summer (5W2) 2023

LOCATION Asynchronous Online

INSTRUCTOR Dr. Joti Kaur
Clinical Assistant Professor,
ITDS

RCOB MISSION To prepare global business leaders and scholars in an intellectually stimulating and engaging community through preeminent teaching, research, and service.

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DESCRIPTION AND OBJECTIVES **Catalog description**

The course examines the role of information technology (IT) in an organization's operations, processes, and strategy. It challenges students to develop and apply critical thinking skills in order to understand how to leverage IT to address organizational issues. By exploring how, why, and where IT is used in organizations, students gain insights into its impact. The course is designed to provide students with the ability to compare and contrast issues related to leveraging IT and to determine and demonstrate its value in an organization. It focuses on both existing and emerging technologies.

Prerequisite(s): None.

Course Objectives

1. Explain how, why, and where IT is used in organizations and organizational decision-making.
2. Compare and contrast various issues in IT and their impact on the organization.
3. Recognize strategies to leverage IT for addressing the competitive environment within an organization.
4. Describe the value of IT within an organization.
5. Recognize the role of emerging information technologies in organizations.

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REQUIREMENTS This is a 3-credit course. The number of hours per week that you can expect to spend on each course will vary depending on the weekly coursework, your study style, and preferences. As a general guideline, it is recommended to allocate a minimum of three hours per week per credit, along with an additional hour per class each week to review materials. For example, for a three-credit course, you will need a total of nine hours of study time and one hour of review time each week. It is important to note that since this is a summer class offering, the level of engagement and intensity will be higher.

MATERIALS NEEDED There are two prescribed readings for this class. Please procure these well in time and before the start of classes. Other readings and lecture handouts are embedded in the Canvas course content.

- Pant, S. (2022) Information Systems Management - text and cases. Knowledge Varsity Press (ISBN 978-1-935160-32-8)
- Austin, R.D., Nolan, R.L., and O'Donnell, S. (2016) "Adventures of an IT Leader," Harvard Business Review Press. (ISBN 9781633691667 eISBN 9781633691674)

GRADING In the UNT grading system, the letters A (90% or above), B (80% or above), C (70% or above), D (60% or above), F (lower than 60%), P, NP, I, NPR, W, and WF are used. To learn more about the meaning of each of these letters, click [here](#). To learn more about withdrawals, view the article, [Class rolls and attendance polices are available here](#).

Assessment	Type	Percentage
Case Analytics (Individual)	There are 4 Case Analytics (CA) assignments. Please follow instructions on Canvas to complete these.	15%
Case Study Discussion	There is a Discussion Board associated with each of the assigned case studies (3 in all). Detailed instructions are available on Canvas.	15%
Check Your Understanding (Individual)	Check Your Understanding (CYU) Quiz. Detailed instructions are available on Canvas.	30%

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(CYU)		
Exams	Exam1 and Exam2. Detailed instructions are available on Canvas.	40%

Important:

All assignments must be the original work of the students submitting them and should include proper citations to the published work of others. **Copying assignments from current and/or former students is not acceptable and will result in an automatic F. Plagiarizing the work of others, including content generated using Generative AI, will also result in an automatic F.** Please ensure that all assignments are submitted by the due date.

No incomplete or late submissions are accepted.

POLICY STATEMENTS The UNT Code of Student Conduct and Discipline provides penalties for misconduct by students, including academic dishonesty.

Academic dishonesty includes cheating and plagiarism.

The term **cheating** includes, but is not limited to, (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or (3) the acquisition, without permission, of tests or other academic material belonging to a faculty member or staff of the university. This also includes taking pictures of or posting exam questions on the Internet (i.e., Social Media).

The term **plagiarism** includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or

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other academic materials*. (Source: Code of Conduct and Discipline at the University of North Texas.)

The incident will be reported to the UNT Office of the Provost and the investigation will follow the outlined "Academic Integrity Process" as referenced at <http://facultysuccess.unt.edu/academic-integrity>. If you have engaged in academic dishonesty related to this class, you will receive a failing grade on the test or assignment and a failing grade in the course. This policy is intended to protect the honest student from unfair competition with unscrupulous individuals who might attempt to gain an advantage through cheating.

*Please Note: I will use a plagiarism detection service (i.e., Turnitin.com) to scan your final project. This will be done in full compliance with university policy.

Respondus Lock-Down Browser/Monitor Policy

Unless otherwise specified by the instructor, exams can be taken from any location that is quiet, free from distraction, and private. All other rules that would normally apply when taking an in-person exam still apply.

IMPORTANT: Respondus Monitor uses an Artificial Intelligence (AI) algorithm for face recognition and the detection of eye movement to **red-flag irregularities during exam**. Upon completion of your exam, the privacy-protected recording will be reviewed to determine whether exam policies were followed and if any academic dishonesty has occurred.

At Least One Week Before the Exam

1. Access the Respondus Practice Quiz in Canvas
2. Ensure your computer, camera, and microphone are operational and sufficient for the requirements of the exam. If not, make arrangements to secure alternatives for the exam
3. Notify the instructor of any technical or procedural questions you encounter

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IMPORTANT: If you experience technical issues (e.g., lock down browser not installed, exam not accessible due to network issues, camera does not record, etc.) during the exam that would have been exposed by the practice quiz, but made no effort to complete the practice quiz in advance, such issues may not serve as the basis for a grade appeal.

Prior to Accessing the Exam

1. Respondus Monitor will flag situations in which your face is not visible to the camera. As such, you should take care of all necessary activities which might disrupt your exam before you begin (use the restroom, get a drink, etc.). If there is an emergency or other extenuating circumstance which requires you to leave the frame, please briefly explain the issue by speaking directly to the webcam.
2. You will be required to show your ID during the exam startup sequence, so please ensure that you have your UNT Student ID out and ready.
3. Make sure your computer is fully charged or plugged in prior to starting your exam.
4. Take the exam in a well-lit room. Though your screen is bright enough for you to see, the room must be bright enough for the camera to see your face and environment clearly. Also, please avoid having light coming from windows directly behind you.
5. Sunglasses, earphones, hats, and headsets are not allowed during online exams. Remove these items from your immediate vicinity.
6. Similarly, clear up your exam space of notes, textbooks, cell phones, iPods, pads, glasses, papers, and other items, etc. Turn off any other monitors or electronic devices and remove them from your immediate vicinity.
7. Pets can be distracting, and your exam time is limited, so take your exam in a pet-free zone.
8. Find a hard, stable surface such as a desk on which to take your exam.

During the Exam Startup Sequence

1. When prompted by the system, **show your environment thoroughly**. That means, please show a full 360-degree view.
2. It may take a few moments for the exam to open, but remember, the camera is already recording because you've just "shown your environment." Do not reach out

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for anything or get up and walk away, as those things will most certainly be flagged.

While Taking the Exam

1. If, for some reason, you absolutely must move out of the view of the camera, you must both explain why you left the frame and complete a second environment recording. Otherwise, your exam will be invalidated, and you will receive a grade of 0.
2. Keep your eyes on your exam paper (i.e., computer screen) when taking the exam. The webcam and computer will detect your eye movements and red-flag irregularities if you show inappropriate eye movements.
3. Absolutely no communication of any kind will be allowed during the exam, e.g., don't read the exam questions aloud to yourself.
4. Avoid other suspicious behaviors such as covering the face or mouth with your hands.
5. If you exit the exam without finishing it, you will not be able to reopen it. Any questions you failed to answer will receive a grade of 0.

SUMMARY

The items above are considered part of the exam policy and failure to adhere to any of these directions will be grounds for invalidating your exam. In summary:

1. You **MUST** have a clean work surface and turn off and remove electronic devices other than the computer on which you are taking the exam
2. You **MUST** ensure your room is bright enough to clearly see your face, detect your eye movements, and illuminate your desk and environment
3. You **MUST** clearly show your UNT ID before taking the exam
4. You **MUST** clearly show a full 360-degree view of your desk and environment
5. You **MUST** make sure no other person is in your exam room
6. You **MUST** keep your eyes on the exam (i.e., computer screen) while taking the exam
7. You **MUST NOT** make any unacceptable eye movements while taking the exam
8. You **MUST NOT** read exam questions aloud

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9. You **MUST NOT** talk, whisper or make any suspicious sounds while taking the exam
10. You **MUST NOT** get any assistance from anyone while taking the exam.
11. You **MUST NOT** engage in any other suspicious behaviors (e.g., hide your mouth by hand, move your face out of frame, etc.) while taking the exam

Unacceptable Student Behavior

Unacceptable student behavior interferes with an instructor's ability to conduct class or other students' learning. It is unacceptable, disruptive, and will not be tolerated. Students engaging in unacceptable behavior will be referred to the UNT Police and to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct (<http://www.unt.edu/csrr>). Your instructor has the right to have you removed from class for ANY BEHAVIOR THAT HE DEEMS INAPPROPRIATE, including (but not limited to) talking during class (unless called upon), using any technology during class other than what is necessary to access and participate in the class, or disturbing others in any manner.

Student Responsibilities

You are expected to keep yourself informed of University, College, Department, and course deadlines, schedules, etc. Your failure to keep informed and to plan is your own plan for failure. This syllabus, like most everything else in life, is subject to changes, additions, deletions, and other modifications. It is your responsibility to attend class and check your official UNT email account (EagleConnect) to learn of schedule and course changes, campus closings, grade postings, and other important announcements from UNT and your professor. Get quick updates on closings and such from Eagle Alert – sign up at <http://www.unt.edu/eaglealert/>.

You will have two weeks after the posting of any grade or return of any assignment or exam (whichever comes first) to request a review of your grade. Your instructor is the final authority on course grades.

Accessibility and Accommodations

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The College of Business complies with the Americans with Disabilities Act (ADA) in making reasonable accommodation for qualified students. If you have a disability (as defined in the ADA and would like to request accommodation), please notify their instructor within the first week of class that an accommodation is needed see me as soon as possible (as required by UNT policy). My contact information is on page one.

Grading Related Policies

INCOMPLETE GRADES: A grade of “I” are possible only in fully documented, exceptional circumstances, to passing students, and only for situations occurring during the last few weeks of classes. For example, emergencies such as a death in your immediate family or if you are having a severe illness.

Grades and notices will be posted on Canvas. Important messages will be sent by email. **HOWEVER, DO NOT SEND ME MESSAGES ON CANVAS – USE MY CONTACT INFORMATION ON PAGE ONE OF THE SYLLABUS.** Grades cannot be given out over the telephone or by email; although, I can provide some grade information to emails from your my.unt.edu (EagleConnect) email address.

Email Policies and File-Naming Conventions

- Emails to me must have “BCIS XXXX” in the subject line and the name of the assignment or issue/concern (e.g., “excused absence” or “<any other>”).
- Filenames must follow the following convention:
lastname_BCISXXXX_Assignmentname

SCHEDULE

A detailed day by day activity schedule is available on Canvas.