

**Information Systems****2015/2016**Code: 102389  
ECTS Credits: 6

Degree	Type	Year	Semester
2501572 Business Administration and Management	OT	2	0
2501572 Business Administration and Management	OT	4	0
2501573 Economics	OT	2	0
2501573 Economics	OT	4	0

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Principal working language: catalan (cat)

**Prerequisites**

Subject development doesn't requires any knowledge prerequisites.  
Obviously, all administrative requirements to course the subject must be fulfilled to enroll in the course.

**Objectives and Contextualisation**

Show the way that companies are using systems and information technologies to transform business models, develop new strategies, innovate with new products and services and achieve operational excellence.

1. Understand why information systems are so essential in business today.
2. Define an information system both from technical and business point of view.
3. Identify and describe the three dimensions of information systems.
4. To evaluate the complementary assets required for the information systems to add value to the company.
5. Identify and describe contemporary approaches to the study of Information Systems and distinguish between systems knowledge and information systems knowledge.

Learn to use specific tools for improving personal productivity in the field of numerical analysis.

**Skills****Business Administration and Management**

- Apply mathematical instruments to synthesise complex economic-business situations.
- Apply theoretical knowledge to improve relations with clients and suppliers, identifying the advantages and disadvantages of those relations for both sides: company and client or supplier.
- Capacity for adapting to changing environments.
- Capacity for independent learning in the future, gaining more profound knowledge of previous areas or learning new topics.
- Capacity for oral and written communication in Catalan, Spanish and English, which enables synthesis and oral and written presentation of the work carried out.
- Demonstrate initiative and work individually when the situation requires it
- Identify, justify and reason the appropriate decisions according to the basic parameters of a business problem.

- Organise the work in terms of good time management, organisation and planning.
- Select and generate the information necessary for each problem, analyse it and take decisions based on that information.
- Show motivation for carrying out quality work and sensitivity to the consequences for the environment and society.
- Take decisions in situations of uncertainty, demonstrating an entrepreneurial and innovative attitude.
- Use of the available information technology and adaptation to new technological environments.
- Value ethical commitment in professional practice.
- Work well in a team, being able to argue proposals and validate or reject the arguments of others in a reasoned manner.

## Learning outcomes

1. A capacity of oral and written communication in Catalan, Spanish and English, which allows them to summarise and present the work conducted both orally and in writing.
2. Apply algorithmic resolution techniques to optimisation problems.
3. Apply the basic principles of modelling in business decision-making.
4. Assess ethical commitment in professional activity.
5. Capacity to adapt to changing environments.
6. Capacity to continue future learning independently, acquiring further knowledge and exploring new areas of knowledge.
7. Demonstrate initiative and work independently when required.
8. Demonstrate motivation regarding the quality of the work performed and sensitivity regarding the consequences on the environment and society.
9. Differentiate between alternative methods of analysis, and apply the appropriate quantitative tools to resolve business management problems.
10. Make decisions in situations of uncertainty and show an enterprising and innovative spirit.
11. Model the management of business operations by applying quantitative support techniques.
12. Organise work, in terms of good time management and organisation and planning.
13. Select and generate the information needed for each problem, analyse it and make decisions based on this information.
14. Solve problems optimising and obtaining forecasts through information technology applications.
15. Use available information technology and be able to adapt to new technological settings.
16. Use forecasting techniques in business contexts.
17. Work as part of a team and be able to argue own proposals and validate or refuse the arguments of others in a reasonable manner.

## Content

### Unit 1: Organizations, administration and network business

1. Information systems in today's global business.
2. How companies use information services as competitive tools
3. Information systems, organization and strategy

### Unit 2: Business Processes and Information Systems

1. Information Value Chain: Data Bases and information management
2. Functional Business Processes and cross-functional business processes
3. Business Processes examples

### Unit 3: Enterprise Applications - Enterprise Resources Planning Systems

1. Achievement of operational excellence: business applications
2. Enterprise Resources Planning Systems
3. Introduction to SAP

### Unit 4: Personal Productivity Tools. Spreadsheets

1. Introduction to the preparation of spreadsheets
2. Input data, formats

3. Formulas and Functions
4. Graphics
5. Processing and analysis of information: Pivot tables

## Methodology

Through the course the different chapters of the course will be developed.

Usually a series of materials and activities will have to be worked by the student prior to the classes to motivate and improve the comprehension of the subject.

Through each chapter, a series of exercises and activities will be proposed to the students to reinforce the contents. These activities will be developed by reduced groups of students.

Each week the teachers will be available some hours to attend the students individually to solve any doubts they may have (tutorial time).

## Activities

Title	Hours	ECTS	Learning outcomes
<b>Type: Directed</b>			
Lectures	25	1	3, 2, 1, 6, 9, 11, 14, 16, 15, 4
Perform practical exercises in groups	20	0.8	3, 2, 5, 1, 6, 7, 9, 11, 8, 12, 10, 14, 13, 17, 16, 15, 4
<b>Type: Supervised</b>			
Personalized tutoring in the teacher office	7.5	0.3	3, 2, 5, 1, 6, 7, 9, 11, 8, 12, 10, 14, 13, 17, 16, 15, 4
<b>Type: Autonomous</b>			
Study of proposed materials, preparation of exercises and suggested activities	90	3.6	3, 2, 5, 7, 9, 11, 12, 10, 14, 13, 17, 16, 15

## Evaluation

The evaluation will have two components:

The final exam: (see faculty schedule of exams) (50% of the grade).

Continuous assessment of the activities suggested in the course: (50% of the grade).

The continuous assessment is composed of three activities:

- Group practices on the use of spreadsheets (50% of the continuous assessment).
- An individual exercise on the use of SAP (25% of the continuous assessment).
- In-class presentation of group works (25% of the continuous assessment).

To pass the course you need a minimum score of 3 in each of the two components (final examination and continuous assessment).

The final grade is the weighted average of these two components. If applying these weights the grade the student is 5 or higher is considered passing the course.

A Student who did not participate in any evaluation activities will be graded "Not Assessed".

At the end of the course, each teacher will publish the final grades and date, time and place of review of the examination.

In the case of a grade inferior to 4, the student must retake the course the following

## Evaluation activities

Title	Weighting	Hours	ECTS	Learning outcomes
Continuous Assessment	50%	6.5	0.26	3, 2, 5, 1, 6, 7, 9, 11, 8, 12, 10, 14, 13, 17, 16, 15, 4
Final exam	50%	1	0.04	5, 7, 9, 11, 8, 10, 14, 13, 15, 4

## Bibliography

Laudon, KC, Laudon, JP (2008), "Management Information Systems", 10<sup>th</sup> edition. Ed. Pearson Education

HART-DAVIS, G. (2007): "Excel 2007 step by step." Ed. McGraw-Hill