Technology in the Workplace

# COURSE INFORMATION

 Course No.: EST 325 Semester: Fall 2018

 Course Title: Technology in the Workplace Credits: 3

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 Office Hours: M-F, 8-2 email or call first Phone: 631-632-1057

 Course TA:

# TEXT AND MATERIALS

Textbook: Experiencing MIS, 7/E

Authors: David M. Kroenke

Edition: ©2017 | Pearson

**ISBN-13:** 9780134473994

**ISBN-10:** 013447699X

**Course Description:**

A study of automation and information technologies in both manufacturing and service industries. Considers how technology is changing the work and lives of everyone from production workers to executives. Case studies are used to understand how technology can improve quality and productivity and how incorrect use produces disappointing results.

**Software and Technology:**

The University offers free Microsoft Office Professional Plus 2016 for PC Apple Users. The Research Portion of this class must be saved in Microsoft 97-2003 format or later.

***MyMISLab Notes for Students:***

         ***For Tech Support, Registration, Purchasing questions please contact the Pearson Representative Jessica Posillico directly at******Jessica.Posillico@pearson.com******.***

         ***Make sure pop-up windows are allowed and use GOOGLE CHROME as your browser.***

If there are any other students reaching out, please don’t hesitate to forward me the emails or direct them to me. It is important to me that the students have a seamless transition from the registration process to accessing the MyLab. Let me know if there is anything else either of you may need from me.

**MyLab Tech Support:**

**For Students:**[http://247.pearsoned.com](http://247.pearsoned.com/) or 800-677-6337

**For Educators:** [http://247.pearsoned.com](http://247.pearsoned.com/) or 888-433-8435

**Learning Objectives:**

• Give future professionals a perspective on how technology continuously changes the work place and its impact on an organization’s/business’ competitiveness, its mission (profitability) and operations.

• Emphasize the application of information technology, but technologies that are used and evolving in various industry segments will be discussed.

 • Technologies will be examined from the view of the organization/company and its stakeholders from management, to line personnel, to customers, to suppliers, to investors, to government and to the public at large.

• Look at technology and the social, ethical and legal implications and specifically the challenges created by the ever expanding information accessibility and inter-connectivity on how information is managed, stored, retrieved, communicated and secured.

**Class Structure:**

You can access class information on-line at: [http://blackboard.stonybrook.edu](http://blackboard.stonybrook.edu/) Blackboard is the University's Web-based course management system. It enables you to access syllabi, course-related materials, assignments, assessments, and communication features provided by your instructor. All registered students (undergraduate and graduate) receive a Blackboard account at the beginning of their first semester at Stony Brook. To access Blackboard, go to [http://blackboard.stonybrook.edu](http://blackboard.stonybrook.edu/) and log in using your NetID username and password.

If you still have questions and need help after reading through the online documentation, call (631) 632-9602 or e-mail helpme@stonybrook.edu. You can also stop in at the Melville Library SINC Site, Room S-1464 or the SB Union SINC Site, Room 080 to speak with a student consultant about Blackboard.

Assessment: You are expected to do your weekly assignments. These include chapter quizzes, simulations, and chapter extensions / articles. **Your work is due every Sunday by 11:59pm so you need to read the assigned chapter and do the work every week.** **Once you begin an assignment you must complete it in one sitting.** I will post in the discussion board section and will also send out an announcement/email.

**Assessment Breakdown:**

Chapter Quizzes = 30%

Chapter Simulations = 30%

Chapter Extensions/ Articles = 40%

Grading Scale

|  |  |
| --- | --- |
| Percentage % | Equals Letter Grade |
| >= 94% | A |
| >=90%, but less than 94% | A- |
| >=87%, but less than 90% | B+ |
| >=83%, but less than 87% | B |
| >=78%, but less than 83% | B- |
| >=74%, but less than 78% | C+ |
| >=70%, but less than 74% | C |
| >=65%, but less than 70% | C- |
| >=60%, but less than 65% | D |
| <59% | F |

**Social Norms:**

Please be prepared to think and discuss on blackboard.

• Email: All emails will be answered as quickly as possible M-F. When School is closed emails may not be responded to till the day school reopens.

**DISABILITY SUPPORT SERVICES (DSS) STATEMENT**

If you have a physical, psychological, medical or learning disability that may impact your course work, please contact Disability Support Services, ECC (Educational Communications Center) Building, room 128, (631) 632-6748. They will determine with you what accommodations, if any, are necessary and appropriate. All information and documentation is confidential.

**ACADEMIC INTEGRITY STATEMENT:**

Each student must pursue his or her academic goals honestly and be personally accountable for all submitted work. Representing another person's work as your own is always wrong. Faculty are required to report any suspected instances of academic dishonesty to the Academic Judiciary. Faculty in the Health Sciences Center (School of Health Technology & Management, Nursing, Social Welfare, and Dental Medicine) and School of Medicine are required to follow their school-specific procedures. For more comprehensive information on academic integrity, including categories of academic dishonesty, please refer to the academic judiciary website at <http://www.stonybrook.edu/uaa/academicjudiciary/>

**CRITICAL INCIDENT MANAGEMENT:**

Stony Brook University expects students to respect the rights, privileges, and property of other people. Faculty are required to report to the Office of Judicial Affairs any disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment, or inhibits students' ability to learn. Faculty in the HSC Schools and the School of Medicine are required to follow their school-specific procedures.

NOTE: If you have a physical, psychiatric, medical or learning disability that may impact on your ability to carry out assigned course work, I would urge you to contact the staff in the Disabled Student Services office (DSS), Room 128, ECC, 632-6748/TDD.

DSS will review your concerns and determine, with you, what accommodations are necessary and appropriate. All information and documentation of a disability is confidential.

"The materials in this course available online or via a website link are for the exclusive use of registered students currently enrolled in this course and may not be further distributed. In addition to legal sanctions, violation of these copyright prohibitions may result in University disciplinary action."

This Syllabus and set of guidelines may be changed by the instructor at any time during the semester.