Technology in the Workplace

COURSE INFORMATION

Course No.: EST 325   Semester: Spring 2018
Course Title: Technology in the Workplace   Credits: 3
Instructor: Rita Reagan-Redko   Office: Computer Science 1425
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Course TA: Lori Clark, lori.clark@stonybrook.edu   T1-5pm in CS 1441

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 or 800-677-6337
For Educators: 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 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 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. I like to assign articles based on what is happening in the world. **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 = 120 points (10 points each)

Chapter Simulations = 120 points (10 points each)

Chapter Extensions/ Articles = 120 points (10 points each)

Total points 360

Grading Scale

340 +	A
324 – 339	A-
313 – 323	B+
299 - 312	B
281 - 298	B-
234 - 382	C
216 - 233	D
Less than 215	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 will not be responded to till the day school reopens.

Academic Integrity:

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. Any suspected instance of academic dishonesty will be reported to the Academic Judiciary. 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/

Academic Dishonesty:

Plagiarism is using others' ideas and words without clearly acknowledging the source of that information. Students are continually engaged with other people's ideas: they read them in texts, hear them in lectures, discuss them in their classes, and incorporate them into their own writing. As a result, it is very important that each student give credit where it is due. Plagiarism, intentional or unintentional, is considered academic dishonesty and all instances will be reported to the Academic Judiciary. To avoid plagiarism, you must give credit whenever you use another person's idea, opinion, or theory; any facts, statistics, graphs, drawings, or any other pieces of information, that are not common knowledge; quotations of another person's actual spoken or written words; or paraphrase of another person's spoken or written words. Citing all sources and putting direct quotations in quotation marks are required. For further information on plagiarism and the policies regarding academic dishonesty go to the Academic Judiciary website at http://naples.cc.sunysb.edu/CAS/ajc.nsf.

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.