MGMT 345 – Computer Information Systems

Instructor:	Andrew Aken
Office:	College of Business and Administration – Rehn 208
Office Hours:	Monday 10:50 – 14:00
	Tuesday 10:50 – 12:00
	Wednesday 12:15 – 14:00
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Website:	http://siu.globaleyes.com/2006-Fall/MGMT345/

Prerequisites:

CS200b or IMS229

Course Policies:

1. **Class Attendance and Preparation Policy**

   Class preparation is strongly suggested. The instructor reserves the right to cancel any lecture when the majority of the class is unprepared or the attendance falls below 66% of the class enrollment. Course requirements will not be reduced to compensate for such cancellations.

2. **Academic Dishonesty Policy**

   Any student caught cheating on any assignment will automatically receive a 0 on that assignment. Cheating includes, but is not limited to, submitting work that is not your own on individual assignments or providing your work to someone else to submit as their own.

Lab Assignment Values

Posting Resume'	1	50
Research Project	1	200
Scavenger hunt	1	50
Excel	3	250
Access	1	30
Presentation	1	10
Participation		10
Total		600

I use the following scale to assign grades:

Assignments will be graded on a Pass/Fail basis with various gradients of Passing available:

P-	Student barely met assignment goals
P	Student performed well on assignment
P+	Student exceeded assignment goals

All assignments must be uploaded through the Lab's website or via e-mail to ajaken@cba.siu.edu if the website is not available. It is not acceptable to upload the assignments through WebCT or by sending e-mail to the lecture instructor or any other lab instructor.