

MOS 2240B
2011

**THE UNIVERSITY OF WESTERN ONTARIO
AUBREY DAN PROGRAM IN MANAGEMENT AND ORGANIZATIONAL
STUDIES**

INFORMATION MANAGEMENT AND DECISION MAKING

MOS 2240B

SECTION 650, DISTANCE STUDIES

**COURSE OUTLINE
JANUARY 2011-APRIL 2011**

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Objectives

The course objective is to teach students to understand the critical role of management information systems in creating strategic advantage. As back ground to this; the course first focuses on the theory and process of Management Decision Making and its relation to the information that systems provide. Topics include cognition in decision making, common mistakes and biases, bounded awareness etc.

Prerequisites: Enrollment in MOS program

Textbook

Custom Print: 1. Bazerman, Judgment in Managerial Decision Making, Sixth Edition. 2. Todd and Bessant. Managing Innovation, chapter 7, fourth Edition. 3. Rainer, Introduction to Information Systems Chapters 2,3, 4,8,9, Canadian Edition.
ISBN 9780470964781, Wiley

Evaluation

Mid Term Exam	50%
Final Exam	50%

READ ANNOUNCEMENTS ON THE WEB SITE REGULARLY

Examinations

Exams will be a combination of multiple choice and short answer.

Policy on Special Examinations

Requests for make up exams and other special arrangements will only be considered in extenuating circumstances and ONLY upon recommendation of Academic Counseling or the Dean's office. Please see Academic Counseling before requesting exam accommodation.

Students with exam conflicts or students involved with approved out-of-town university activities during the scheduled mid-term exam may apply in writing **prior** to the exam to the instructor for special proctoring privileges to write the mid-term exam. In Distance Studies, this will require an additional proctoring fee.

Students who are excused from the writing of the mid-term exam will have to arrange a make-up exam. Exams cannot be re weighted as each section covers separate topics and material is not cumulative.

Notes

1. It is the student's responsibility to submit his or her own original written material in courses in this program. See the current Western Academic Calendar, "Scholastic Offences".
2. For a description of the process to be followed for mark/grade appeals, see your professor
3. The use of personal computers during the examinations will not be permitted.
4. Review "Policy on Accommodations for Medical Illness", <https://studentservices.uwo.ca/secure/index.cfm>

Add/Drop Deadlines

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Jan 11 Last day to **ADD** a second- term half course
Feb 15 Last day to **DROP** a second-term half course without
academic penalty .

Other Dates:

Monday, January 3, 2011 Classes resume
Monday, February 21, 2011 family Day
February 21 through 25, 2011 reading Week
Thursday, April 7, 2011 Classes end
Friday and Saturday, April 8 and 9, 2011 Study days
April 10 through 30, 2011 Final Exam period
Friday, April 22, 2011 Good Friday

GENERAL INFORMATION

IF, ON MEDICAL OR COMPASSIONATE GROUNDS, YOU ARE UNABLE TO MEET YOUR ACADEMIC RESPONSIBILITIES, I.E., UNABLE TO WRITE TERM TESTS OR FINAL EXAMINATIONS OR COMPLETE COURSE WORK BY THE DUE DATE, YOU SHOULD FOLLOW THE INSTRUCTIONS LISTED BELOW. YOU SHOULD UNDERSTAND THAT ACADEMIC ACCOMMODATION WILL NOT BE GRANTED AUTOMATICALLY ON REQUEST. YOU MUST DEMONSTRATE THAT THERE ARE COMPELLING MEDICAL OR COMPASSIONATE GROUNDS THAT CAN BE DOCUMENTED BEFORE ACADEMIC ACCOMMODATION WILL BE CONSIDERED. READ THE INSTRUCTIONS CAREFULLY. IN ALL CASES, ACTION MUST BE TAKEN AT THE EARLIEST POSSIBLE OPPORTUNITY, PREFERABLY PRIOR TO THE SCHEDULED EXAMINATION, TEST OR ASSIGNMENT.

1. CHECK THE COURSE OUTLINE TO SEE IF THE INSTRUCTOR HAS A POLICY FOR MISSED TESTS, EXAMINATIONS, LATE ASSIGNMENTS OR ATTENDANCE. THE COURSE OUTLINE SHOULD INCLUDE THE PREFERRED METHOD OF CONTACT (E-MAIL, PHONE, ETC.).
2. INFORM THE INSTRUCTOR PRIOR TO THE DATE OF THE SCHEDULED TIME OF THE TEST OR EXAMINATION OR DUE DATE OF THE ASSIGNMENT. IF YOU ARE UNABLE TO CONTACT THE INSTRUCTOR, LEAVE A MESSAGE FOR HIM/HER AT THE DEPARTMENT OFFICE.

3. BRING YOUR REQUEST FOR ACCOMMODATION TO THE SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE, ROOM 2105, SOCIAL SCIENCE CENTRE, TELEPHONE 519 661-2011 OR FAX 519 661-3384. BE PREPARED TO SUBMIT DOCUMENTATION OF YOUR DIFFICULTIES.
4. IF YOU DECIDE TO WRITE A TEST OR AN EXAMINATION YOU SHOULD BE PREPARED TO ACCEPT THE MARK YOU EARN. REWRITING TESTS OR EXAMINATIONS OR HAVING THE VALUE OF THE TEST OR EXAMINATION REWEIGHTED ON A RETROACTIVE BASIS IS NOT PERMITTED.

TERM TESTS AND MID-TERM EXAMS

1. IF YOU ARE UNABLE TO WRITE A TERM TEST, INFORM YOUR INSTRUCTOR (PREFERABLY PRIOR TO THE SCHEDULED DATE OF THE TEST). IF THE INSTRUCTOR IS NOT AVAILABLE, LEAVE A MESSAGE FOR HIM/HER AT THE DEPARTMENT OFFICE.
2. BE PREPARED, IF REQUESTED BY THE INSTRUCTOR, TO PROVIDE SUPPORTING DOCUMENTATION. SUBMIT YOUR DOCUMENTATION TO THE SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE.
3. MAKE ARRANGEMENTS WITH YOUR PROFESSOR TO RESCHEDULE THE TEST.
4. THE ACADEMIC COUNSELLING OFFICE WILL CONTACT YOUR INSTRUCTOR TO CONFIRM YOUR DOCUMENTATION.

FINAL EXAMINATIONS

1. YOU REQUIRE THE PERMISSION OF THE DEAN, THE INSTRUCTOR, AND THE CHAIR OF THE DEPARTMENT IN QUESTION TO WRITE A SPECIAL FINAL EXAMINATION.
2. IF YOU ARE UNABLE TO WRITE A FINAL EXAMINATION, CONTACT THE SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE IN THE FIRST INSTANCE TO REQUEST PERMISSION TO WRITE A SPECIAL FINAL EXAMINATION AND TO OBTAIN THE NECESSARY FORM. YOU MUST ALSO CONTACT YOUR INSTRUCTOR AT THIS TIME. IF YOUR INSTRUCTOR IS NOT AVAILABLE, LEAVE A MESSAGE FOR HIM/HER AT THE DEPARTMENT OFFICE.
3. BE PREPARED TO PROVIDE THE SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE AND YOUR INSTRUCTOR WITH SUPPORTING DOCUMENTATION.
4. YOU MUST ENSURE THAT THE SPECIAL EXAMINATION FORM HAS BEEN SIGNED BY THE INSTRUCTOR AND DEPARTMENT CHAIR AND THAT THE FORM IS RETURNED TO THE SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE FOR APPROVAL WITHOUT DELAY.

LATE ASSIGNMENTS

1. ADVISE THE INSTRUCTOR IF YOU ARE HAVING PROBLEMS COMPLETING THE ASSIGNMENT ON TIME (PRIOR TO THE DUE DATE OF THE ASSIGNMENT).
2. SUBMIT DOCUMENTATION TO THE SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE.
3. IF YOU ARE GRANTED AN EXTENSION, ESTABLISH A DUE DATE.
4. EXTENSIONS BEYOND THE END OF CLASSES MUST HAVE THE CONSENT OF THE INSTRUCTOR, THE DEPARTMENT CHAIR AND DEAN. A RECOMMENDATION OF INCOMPLETE FORM MUST BE FILLED OUT INDICATING THE WORK TO BE COMPLETED AND THE DATE BY WHICH IT IS DUE. THIS FORM MUST BE SIGNED BY THE STUDENT, THE INSTRUCTOR, THE DEPARTMENT CHAIR, AND THE DEAN'S REPRESENTATIVE IN THE ACADEMIC COUNSELLING OFFICE.

SHORT ABSENCES

IF YOU MISS A CLASS DUE TO A MINOR ILLNESS OR OTHER PROBLEMS, CHECK YOUR COURSE OUTLINES FOR INFORMATION REGARDING ATTENDANCE REQUIREMENTS AND MAKE SURE YOU ARE NOT MISSING A TEST OR ASSIGNMENT. COVER ANY READINGS AND ARRANGE TO BORROW NOTES FROM A CLASSMATE.

EXTENDED ABSENCES

IF YOU ARE ABSENT MORE THAN APPROXIMATELY TWO WEEKS OR IF YOU GET TOO FAR BEHIND TO CATCH UP, YOU SHOULD CONSIDER REDUCING YOUR WORKLOAD BY DROPPING ONE OR MORE COURSES. THIS MUST BE DONE BY THE APPROPRIATE DEADLINES. (REFER TO THE REGISTRAR'S WEBSITE FOR OFFICIAL DATES.) THE SOCIAL SCIENCE ACADEMIC COUNSELLORS CAN HELP YOU TO CONSIDER THE ALTERNATIVES. AT YOUR REQUEST, THEY CAN ALSO KEEP YOUR INSTRUCTORS INFORMED OF YOUR DIFFICULTIES.

DOCUMENTATION

- **PERSONAL ILLNESS:** IF YOU CONSULTED STUDENT HEALTH SERVICES REGARDING YOUR ILLNESS OR PERSONAL PROBLEM, YOU SHOULD COMPLETE A RECORDS RELEASE FORM AT THE TIME OF YOUR VISIT ALLOWING THEM TO NOTIFY SOCIAL SCIENCE ACADEMIC COUNSELLING OFFICE. ONCE YOUR DOCUMENTATION HAS BEEN ASSESSED, THE ACADEMIC COUNSELLOR WILL INFORM YOUR INSTRUCTOR THAT ACADEMIC ACCOMMODATION IS WARRANTED.
- IF YOU WERE SEEN BY AN OFF-CAMPUS DOCTOR, OBTAIN A CERTIFICATE FROM HIS/HER OFFICE AT THE TIME OF YOUR VISIT. THE DOCTOR MUST PROVIDE VERIFICATION OF THE SEVERITY OF THE ILLNESS FOR THE PERIOD IN QUESTION. NOTES STATING "FOR MEDICAL REASONS" ARE NOT CONSIDERED SUFFICIENT.
- **IN CASE OF SERIOUS ILLNESS OF A FAMILY MEMBER:** OBTAIN A MEDICAL CERTIFICATE FROM THE FAMILY MEMBER'S PHYSICIAN.

- **IN CASE OF A DEATH:** OBTAIN A COPY OF THE NEWSPAPER NOTICE, DEATH CERTIFICATE OR DOCUMENTATION PROVIDED BY THE FUNERAL DIRECTOR.
- **FOR OTHER EXTENUATING CIRCUMSTANCES:** IF YOU ARE NOT SURE WHAT DOCUMENTATION TO PROVIDE, ASK AN ACADEMIC COUNSELLOR.

NOTE: FORGED NOTES AND CERTIFICATES WILL BE DEALT WITH SEVERELY. TO SUBMIT A FORGED DOCUMENT IS A SCHOLASTIC OFFENSE AND YOU WILL BE SUBJECT TO ACADEMIC SANCTIONS.

ACADEMIC CONCERNS

- YOU NEED TO KNOW IF YOUR INSTRUCTOR HAS A POLICY ON LATE PENALTIES, MISSED TESTS, ETC. THIS INFORMATION MAY BE INCLUDED ON THE COURSE OUTLINE. IF NOT, ASK YOUR INSTRUCTOR.
- YOU SHOULD ALSO BE AWARE OF ATTENDANCE REQUIREMENTS IN COURSES SUCH AS BUSINESS AND ENGLISH. YOU CAN BE DEBARRED FROM WRITING THE FINAL EXAMINATION IF YOUR ATTENDANCE IS NOT SATISFACTORY.
- IF YOU ARE IN ACADEMIC DIFFICULTY, CHECK THE MINIMUM REQUIREMENTS FOR PROGRESSION IN YOUR PROGRAM. IF IN DOUBT, SEE YOUR ACADEMIC COUNSELLOR.
- IF YOU ARE REGISTERED IN SOCIAL SCIENCE COURSES BUT REGISTERED IN ANOTHER FACULTY (E.G., ARTS OR SCIENCE), YOU SHOULD IMMEDIATELY CONSULT THE ACADEMIC COUNSELLING OFFICE IN YOUR HOME FACULTY FOR INSTRUCTIONS.

TENTATIVE ASSIGNMENT SCHEDULECHANGES MAY BE MADE

DATE	WEEK	
JAN 3	1	DECISION MAKING AND BIASES READ: BAZERMAN CHAPTER 1, INTRODUCTION READ: BAZERMAN CHAPTER 2, COMMON BIASES
JAN 10	2	READ: BAZERMAN CHAPTER 11, BOUNDED AWARENESS READ: BAZERMAN CHAPTER 3, FRAMING AND REVERSAL OF PREFERENCES
JAN 17	3	READ: BAZERMAN CHAPTER 4, MOTIVATIONAL AND AFFECTIVE INFLUENCES ON DECISION MAKING
JAN 24	4	DECISION MAKING AND COMMON MISTAKES READ: BAZERMAN CHAPTER 5, THE NONRATIONAL ESCALATION OF COMMITMENT
JAN 31	5	READ: BAZERMAN CHAPTER 7 , COMMON INVESTMENT MISTAKES GO TO WEB LINKS AND VIEW “TED” TALK.
FEB 7	6	DECISION MAKING AND NEGOTIATION READ: BAZERMAN CHAPTER 9, MAKING RATIONAL DECISIONS IN NEGOTIATIONS READ: BAZERMAN CHAPTER 10, NEGOTIATOR COGNITION
FEB 14	7	DECISION MAKING, IMPROVEMENT READ: BAZERMAN CHAPTER 6, FAIRNESS IN DECISION MAKING READ: BAZERMAN CHAPTER 8, BOUNDED ETHICALITY

FEB 21		READING WEEK
FEB 28	8	READ BAZERMAN CHAPTER 12, IMPROVING DECISION MAKING READ: TIDD, MANAGING INNOVATION SELECTED READING, DECISION MAKING UNDER UNCERTAINTY.
EXAM	EXAM	SATURDAY, MARCH 5, 9:00 A.M.
MAR 7	9	MANAGEMENT INFORMATION SYSTEMS READ: RAINER CHAPTER 2, INFORMATION SYSTEMS: CONCEPTS AND MANAGEMENT
MAR 14	10	READ: RAINER CHAPTER 3, ETHICS, PRIVACY, AND INFORMATION SECURITY
MAR 21	11	READ: RAINER CHAPTER 4 DATA, INFORMATION AND KNOWLEDGE MANAGEMENT
MAR 28	12	READ: RAINER CHAPTER 8, ORGANIZATIONAL INFORMATION SYSTEMS
APR 4	13	READ RAINER CHAPTER 9, MANAGERIAL SUPPORT SYSTEMS
APR 7		CLASSES END

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