Information about the subject

Degree: Bachelor of Science Degree in Business Administration and Management

Faculty: Faculty of Legal, Economic and Social Sciences

Code: 300206 **Name:** Information Systems for Management II

Credits: 6,00 **ECTS Year:** 2 **Semester:** 1

Module: Quantitative Methods

Subject Matter: Informática **Type:** Compulsory

Department: Economics, Business Management, and Marketing

Type of learning: Classroom-based learning / Online

Languages in which it is taught: English, Spanish

Lecturer/-s:

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Module organization

Quantitative Methods

Subject Matter	ECTS	Subject	ECTS	Year/semester
Informática	12,00	Information Systems for Management I	6,00	1/2
		Information Systems for Management II	6,00	2/1
Matemáticas	6,00	Mathematics for Economics and the Business	6,00	1/1
Métodos Estadísticos y Econométricos	12,00	Econometrics	6,00	4/1
		Statistical Inference	6,00	3/2
Estadística	6,00	Descriptive Statistics	6,00	2/1

Recommended knowledge

Student should have passed the "Management Information Systems I" course 2

Learning outcomes

At the end of the course, the student must be able to prove that he/she has acquired the following learning outcomes:

R1 Demostrar poseer y comprender conocimientos en un área de estudio que parte de la base de la educación secundaria general, y se suele encontrar a un nivel que, si bien se apoya en libros de texto avanzados, incluye también algunos aspectos que implican conocimientos procedentes de la vanguardia de su campo de estudio. [RAB1]

R2 Aplicar correctamente sus conocimientos a su trabajo o vocación de una forma profesional y ser capaz de elaborar y defender argumentos y resolver problemas dentro de su área de estudio. [RAB2]

R3 Ser capaz de recopilar e interpretar datos relevantes (normalmente dentro de su área de estudio) para emitir juicios que incluyan una reflexión sobre temas relevantes de índole social, científica o ética. [RAB3]

R4 Ser capaz de transmitir información, ideas, problemas y soluciones a un público tanto especializado como no especializado tanto en español como en inglés. [RAB4]

R5 Demostrar un alto grado de autonomía en el aprendizaje. [RAB5]

R6 Elaborar respuestas teórico-prácticas basadas en la búsqueda sincera de la verdad plena y la integración de todas las dimensiones del ser humano ante las grandes cuestiones de la vida. [RAT1]

R7 Aplicar los principios derivados del concepto de ecología integral en sus propuestas o acciones, sea cual sea el alcance y el área de conocimiento y los contextos en las que se planteen. [RAT2]

R8 Respetar y poner en práctica los principios éticos y las propuestas de acción derivados de los objetivos para el desarrollo sostenible transfiriéndolos a toda actividad académica y profesional. [RAT3]

R9 Ser capaz de utilizar las tecnologías de la información y la comunicación (TIC) para buscar, almacenar, procesar y presentar la información de forma segura y eficiente, así como para interactuar y colaborar con otros agentes en el ámbito académico y profesional. [RAG1]

R10 Ser capaz de tomar decisiones de forma autónoma, responsable y razonada. [RAG2]

R11 Ser capaz de generar y desarrollar nuevas ideas y soluciones originales e innovadoras para los problemas y retos que se plantean en su ámbito de estudio y en su entorno profesional, demostrando iniciativa, flexibilidad y espíritu crítico. [RAG3]

R12 Ser capaz de comprender la tecnología existente y las nuevas tecnologías que afectan al ámbito de la administración y dirección de empresas, así como de evaluar su impacto para la creación, el desarrollo y la competitividad de los nuevos o futuros mercados. [RAE4]

R13 Ser capaz de integrarse y gestionar una empresa, organización, o área funcional. Entendiendo su posicionamiento competitivo e institucional en el mercado y en el entorno, e identificando sus fortalezas y debilidades, así como las amenazas y oportunidades que se le presentan, para mejorar su rendimiento y su sostenibilidad. [RAE6]

Competencies

Depending on the learning outcomes, the competencies to which the subject contributes are (please score from 1 to 4, being 4 the highest score):

	Weighting			
	1	2	3	4

Assessment system for the acquisition of competencies and grading system

Assessed learning outcomes	Granted percentage	Assessment method
R4, R8, R10, R11, R12	20,00%	Objective Tests
R4, R8, R10, R11, R12	25,00%	Completion of Theoretical-Practical Activities
R4, R8, R9, R10, R11, R12	5,00%	Class Attendance and Participation
R4, R8, R9, R10, R11, R12	50,00%	Final Exam
R4, R8, R9, R10, R11, R12	5,00%	Participation in Synchronous Communication Activities
R4, R8, R9, R10	25,00%	Deliverable Activities
R4, R8, R9, R10	5,00%	Periodic Evaluations Through Online Questionnaires
R4, R8, R9, R10, R11, R12	5,00%	Participation in Discussion Forums
R4, R8, R9, R10, R11, R12	60,00%	Final evaluation with essay questions and practical scenarios (In-person activity)

Observations

For the purpose of measuring the acquisition of the course competencies through the previously defined learning outcomes, the Evaluation System described below has been designed.
The teaching staff will monitor class attendance and participation. The assignments carried out throughout the course will be assessed within the relevant deadlines, allowing day-to-day monitoring of the course.
The grade will be calculated according to the following breakdown:

1. ATTENDANCE AND PARTICIPATION (5% of the final grade)
2. OBJECTIVE TESTS (20% of the final grade)
3. THEORETICAL-PRACTICAL ACTIVITIES (25% of the final grade)
4. FINAL EXAM (50% of the final grade).

ATTENDANCE AND PARTICIPATION

The attendance and participation grade will be calculated according to the following criteria. If

attendance is over 70% of the sessions, the grade will be 10. In all other cases, it will be 0.
• Sessions in which the student is present but does not work properly will not count as attendance.
• Absences, even if justified, will not count as attendance.
• Partial attendance (late arrival or unauthorized early leave) will not count as attendance.
• In order to obtain a grade of 10, students must attend all classes related to Database Design and submit all assignments requested by the professors.

SPREADSHEET

The grade will be calculated through objective evaluation tests and a final exam. It is essential to score at least a 5 in this section to pass the course.

DATABASE DESIGN AND MANAGEMENT

This grade will be calculated through theoretical-practical activities and a final exam. It is essential to score at least a 5 in Database Management to pass the course.

FINAL EXAM

Attendance at the final exam is mandatory, and it will consist of two parts. The MS Excel section will account for 65%, and the remaining 35% will correspond to MS Access. The final exam represents 50% of the course grade. It is essential to obtain at least a 5 in each part to pass the course. If the student does not meet the requirements to pass, the final grade will not exceed 3.9.

SECOND EXAM SESSION

The grade in the second exam session will be exclusively the result of the exam, which will consist of two parts: MS Access (35% of the grade) and MS Excel (65% of the grade). To pass the course, both parts must be passed. If the student does not meet the requirements to pass, the grade will not exceed 3.9.

SINGLE ASSESSMENT – IN-PERSON MODALITY

According to the General Regulations for the Assessment and Grading of Official Studies and Own Degrees at UCV, single assessment is linked to the impossibility of attendance by students enrolled in an in-person program. It is therefore an extraordinary and exceptional assessment system available to those students who, with due justification and supporting documentation, cannot undergo continuous assessment. The request must be made to the course coordinator, who will explicitly decide on the student's admission to the single assessment system and will communicate acceptance or denial.

In the course *Information Systems for Management II*, students must attend at least 70% of the sessions.

The single assessment, in both the first and second exam sessions, will consist of completing the final exam (90% of the grade) along with developing an entity-relationship model and a relational model based on an exercise that will be carried out together with the final exam (10% of the final grade).

Students of *Information Systems for Management II* who foresee not being able to meet the attendance requirements may request access to the recordings of the online sessions to facilitate course follow-up.

REGARDING AI

In the course *Information Systems for Management II*, the use of any type of AI is not allowed for completing assignments or evaluation tests.

MENTION OF DISTINCTION:
The mention of “Honors” may be awarded to students who have obtained a grade equal to or greater than 9.0. Their number may not exceed five percent of the students enrolled in a group in the corresponding academic year, unless the number of students enrolled is lower.

Learning activities

The following methodologies will be used so that the students can achieve the learning outcomes of the subject:

M1	Lecture of contents by the teacher, analysis of competencies, explanation, and demonstration of abilities, skills, and knowledge in the classroom.
M3	Supervised group work sessions led by the teacher. Study of economic-business cases, both real and fictitious. Meaningful construction of knowledge through student interaction and activity. Critical analysis of values and social commitment.
M4	Supervised monographic sessions with shared participation.
M5	Application of interdisciplinary knowledge.
M6	Personalized and small-group attention. Instruction and/or guidance period conducted by a tutor with the aim of reviewing and discussing materials and topics presented in classes, seminars, readings, completion of assignments, etc.
M7	Set of oral and/or written tests used in the initial, formative, or summative assessment of the student.
M9	Group preparation of readings, essays, problem-solving, seminars, assignments, reports, etc., to present or submit in theoretical classes, practical classes, and/or small-group tutorials.
M10	Student study: individual preparation of readings, essays, problem-solving, seminars, assignments, reports, etc., to present or submit in theoretical classes, practical classes, and/or small-group tutorials.
M11	Presentation of content by the teacher, analysis of competencies, explanation, and demonstration of skills, abilities, and knowledge in the virtual classroom.
M12	Group work sessions via moderated chat led by the teacher. Study of economic-business cases, both real and fictitious, to construct knowledge through student interaction and activity. Critical analysis of values and social commitment.

M13 Monographic sessions throughout the course, focused on current aspects and applications of the subject.

M14 Problem-solving, comments, reports, to be submitted at deadlines throughout the course.

M15 Individual attention for monitoring and guidance of the learning process, conducted by a tutor with the objective of reviewing and discussing materials, topics, seminars, readings, completion of assignments, etc.

M16 Participation and contributions to discussion forums related to the subject, moderated by the course instructor.

M17 Set of tests, written or oral, used in the initial, formative, or summative assessment of the student.

M19 Group preparation of readings, essays, problem-solving, seminars, assignments, reports, etc., for dissemination or submission.

M20 Student study: individual preparation of readings, essays, problem-solving, seminars, assignments, reports, etc., for discussion or submission in electronic format.

IN-CLASS LEARNING

IN-CLASS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
On-campus Class M1, M3, M4, M5	R1, R3, R9, R10, R11, R12	22,50	0,90
Practical Class M3, M5, M6, M9	R1, R2, R4, R6, R7, R8, R9, R10, R11	15,00	0,60
Seminar M1, M3, M4	R9, R11	4,50	0,18
Group Project Presentation M3	R1, R2, R4	6,00	0,24
Tutoring M6	R1, R5, R12	6,00	0,24
Evaluation M5, M7	R1, R2, R4, R6, R7, R8, R9, R10, R11, R12	6,00	0,24
TOTAL		**60,00**	**2,40**

LEARNING ACTIVITIES OF AUTONOMOUS WORK

	LEARNING OUTCOMES	HOURS	ECTS
Group Work M3, M9	R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13	30,00	1,20
Individual Work M10	R1, R2, R4, R6, R7, R8, R9, R10, R11, R12	60,00	2,40
TOTAL		**90,00**	**3,60**

ON-LINE LEARNING

SYNCHRONOUS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
Synchronous Virtual Session M11, M12, M13	R1, R2, R3, R4, R6, R7, R8, R9, R10, R11, R12	4,00	0,16
Synchronous Virtual Practical Session M12, M13	R1, R2, R4, R6, R7, R8, R9, R10, R11, R12	4,00	0,16
Synchronous Virtual Seminar and Videoconference M11, M12, M13, M19	R2, R3, R4, R6, R7, R8, R9, R10	4,00	0,16
In-person Assessment M17	R2, R4, R6, R7, R8, R9, R10, R11	3,00	0,12
Group Work M12, M16, M19	R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13	10,00	0,40
Individual Work M14, M16, M20	R4, R6, R7, R8, R9, R10, R11, R12	60,00	2,40
TOTAL		**85,00**	**3,40**

ASYNCHRONOUS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
Individual Tutoring M14, M17	R1, R2, R4, R6, R9, R10, R11, R12, R13	50,00	2,00
Discussion Forums M15	R5, R10, R11, R12	5,00	0,20
Continuous Assessment Activities M12, M14, M16, M17, M20	R1, R2, R4, R6, R7, R8, R9, R10, R11, R12	10,00	0,40
TOTAL		**65,00**	**2,60**

Description of the contents

Description of the necessary contents to acquire the learning outcomes.

Theoretical contents:

Content block	Contents
Spreadsheet Functions and Tools	·Review of basic functions and formulas ·Use of advanced Excel features ·Use of Form Controls ·Use and design of simple macros
Database Design	·Basic knowledge about information systems ·Basic knowledge about databases ·Entity-Relationship Model
Database management	·MS Access application interface ·Parts of a database ·Relationships in a database ·Data selection queries ·Other types of Access queries

Temporary organization of learning:

Block of content	Number of sessions	Hours
Spreadsheet Functions and Tools	17,00	34,00
Database Design	3,00	6,00
Database management	10,00	20,00

References

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Holler, J. (2024) The Microsoft Office 365 Bible. Ed. James Holler Teaching Group. ISBN: 1801718156

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