



**University “ Ukshin Hoti” Prizren**  
The Faculty of Economics

**“Informatics in Business” SYLLABUS**

Basic data of the subject	
<b>Academic Unit:</b>	The Faculty of Economics
<b>Course title:</b>	<b>Informatics in Business</b>
<b>Program:</b>	Business Administration “AB” and International Management “MN”
<b>Level:</b>	Bachelor
<b>Course status:</b>	Obligatory
<b>Study year:</b>	2022-2023
<b>Number of hours per week:</b>	8 (Hours to weeks, Lectures) ; 10 (Hours to weeks, Exercises)
<b>Credit value – ECTS:</b>	6 ECTS
<b>Time / location:</b>	15 (Teaching Weeks)
<b>Lecturer:</b>	Dr.Sc. Eriona Deda
<b>Contact details:</b>	e-mail : <a href="mailto:erionadeda87@gmail.com">erionadeda87@gmail.com</a> , <a href="mailto:eriona.deda@uni-prizren.com">eriona.deda@uni-prizren.com</a> phone no: +383 45 285 153
<b>Course description:</b>	<b>Informatics in Business</b>
<b>Course objectives:</b>	<p>In this course, students will learn about the importance of the information system in Management and Business, how an information system can manage a business. Which is the importance of information systems in management functions. They will also learn what are the factors that influence the selection of IS "Information Systems" at different levels of management and business as a whole. Students through this course will also learn how databases used in business are processed according to the various methodologies used to develop an SI.</p> <p>Of particular importance are the IS systems in business and its subsystems. On functional significance and relevance to the basics of communication and networking within one system and between multiple systems. Through this course students will also assess the impact of the internet on the use of IS in business organizations.</p> <p>Another important thing is that students through this course learn the variety of roles and responsibilities within an IS department and the role of Management, and how an organization should protect itself against system threats.</p>
<b>Learning outcomes:</b>	<p>At the end of lectures and exercises students should be able to have knowledge on:</p> <p>Information system (IS) concepts that includes IS executives, the database concepts. IS development and types of systems used in organizations.</p> <p>The knowledge of the purpose, components and issues of BIS.</p> <p>The knowledge of IS impact on business, processes and management.</p> <p>The learn data management systems.</p>

	<p>The compile design tasks related to business administration and database creation based on Programs. The Excel, Access, programs of microcoft office package.</p> <p>The knowledge of factors influencing IS selection. The databases used in business;</p> <p>methodologies for IS development; functional systems; communication and networking.</p> <p>The knowledge of concepts; internet impacts on IS.</p> <p>The IS and e-commerce; information systems management.</p> <p>The IS and ethical considerations; and protection against IS threats.</p>		
<b>Contribution on student load (must correspond with learning outcomes)</b>			
<b>Activity</b>	<b>Hours</b>	<b>Days/week</b>	<b>Total</b>
Lectures	By -2 hours with two groups in a week with the AB program	15	30
	By-2 hours with two groups in a week in the MN program		
Exercise theoretical/laboratory	By -2 hours with three groups in AB program	15	30
	By- 2 hours with two groups in MN program		
Practice work	10	5	50
Contact with lecturer/consultations	1	1	1
Field exercises	-	-	-
Mid-terms, seminars	1	1	1
Homework	1	1	1
Individual time spent studying (at the library or home)	1	15	15
Final preparation for the exam	15	1	15
Time spent in evaluation (tests, quiz, final exam)	6	1	6
Projects, presentations, etc.	1	1	1
<b>Total</b>			<b>150 hours (6 ECTS)</b>
<b>Teaching methods :</b>	<p>During the development of the Lectures, the emphasis is placed on the logical meaning, the consolidation of theoretical knowledge obtained in the lectures, as well as on exercises and above all the development of ability for their practical application.</p> <p>At the end of the lecture hour, the conclusions are formulated, as well as tasks are assigned for the next lectures and exercises.</p>		



<b>Evaluation methods:</b>	Regular attendance of students, activations in lectures and exercises	20%
	Colloquium	20%
	Seminar paper	10%
	Final Exam	50 %
	<b>Total</b>	<b>100 %</b>
<b>Literature</b>		
<b>Basic Literature:</b>	<p>Maeve Cummings, Management Information Systems for the Information .</p> <p>Management Information Systems- Managing .</p> <p>Management Information Systems- Managing the Digital Firm- 12<sup>th</sup> Edition, Kenneth C.Laudon and Jane P. Laudon.</p> <p>Management Information Systems- Managing the Digital Firm- 12<sup>th</sup> Edition, Kenneth C.Laudon and Jane P. Laudon.</p>	
<b>Additional Literature:</b>	<p>Management Information Systems - Bashkim Ruseti, Kozeta Sevrani.</p> <p>Information Systems for the Information .</p> <p>Prof. Dr. Pashk Lekaj : «Informatics"</p>	

<b>Designed study plan:</b>		
<b>Week</b>	<b>Lectures</b>	<b>Exercises</b>
<i>First week:</i>	<p><b>Access to the management information system.</b></p> <p>The role of the information system (IS).</p> <p>The importance of information system in management.</p> <p>Why it is important (IS) in management functions.</p>	<p><b>Exercises:</b> Questions and discussions with students about the role and importance of the information system in management. The importance of (IS) in managerial functions.</p>
<i>Second week:</i>	<p><b>History of Management Information Systems</b></p> <p><b>Information system components.</b></p> <p>Defining the information system.</p> <p>What are the components of the information system.</p> <p>The role of the information system in Business.</p> <p><b>"Can information systems bring competitive advantages?"</b></p>	<p><b>Exercises:</b> Questions and discussions related to topic, regarding information system components. The role of (SI) in business.</p>
<i>Third week:</i>	<p><b>Description of how databases are used in business.</b></p> <p>Basic understanding of the Windows operating system</p> <p>Microsoft Office suite.</p>	<p><b>Exercises:</b> Task related to data administration. Creating a database.</p> <p>The searching data through Excel program of Microsoft office package.</p>



	Data administration Task related to searching data through the Excel program of Microsoft office suite..	
<i>Fourth week:</i>	<b>The digital firm management.</b> The task related to information systems in the Enterprise. "Describe how the databases are used in business" through the Excel or Access software of the Microsoft office suite. The role of the Management information system in management functions. Tasks related to database management through the relevant software.	<b>Task:</b> «Task related to creating a database in business». Via Excel or Access program of Microsoft office suite
<i>Fifth week:</i>	<b>Management of global systems.</b> The rise of international IS. The organization of international IS. The global systems management.  The task on evaluation of information systems that support e-commerce.	<b>The assignment on: evaluation of information systems that support e-commerce.</b> Illustrations with concrete examples.
<i>Sixth week:</i>	<b>IT infrastructure and new technologies.</b> The infrastructure components. The contemporary Hardware Platform Trends. Contemporary trends of the Software platform.	<b>Exercises: The questions and discussions about new technologies, IT Infrastructure.</b> The discussions about the contemporary hardware and software platform trends.
<i>Seventh week:</i>	<b>The telecommunications, Internet and Wireless Technology.</b> The telecommunications and networks in today's business world. The communication networks. Global Internet, wireless revolution. <b>The information systems security.</b> Weakness and abuse of the system. Establish a framework for security and control. The technologies and tools for protecting information sources.	<b>Exercises: Questions and discussions about telecommunications and networking in today's business world.</b> Concrete discussions about the global internet and the wireless revolution. Discussions regarding the information systems security and, the information system security. Illustration with concrete examples.
<i>Eighth week:</i>	<b>Colloquium</b>	<b>Colloquium</b>
<i>Ninth week:</i>	<b>Building information systems.</b> The systems as planned organizational change. An	<b>Exercises,</b> discussions about building information systems.

	overview of systems development. The alternative approaches to building systems. The digital firm application development..	
<i>Tenth week:</i>	<b>The project management.</b> The importance of project management. The selection of projects. Establishing the value of IS business. Project risk management.	<b>Exercises,</b> discussions about building information systems.
<i>Eleventh week:</i>	<b>The IT infrastructure and new technologies.</b> The Infrastructure components. The contemporary Hardware Platform trends. The contemporary trends of the Software platform	<b>Exercises:</b> Discussions about IT Infrastructure and new technologies.
<i>Twelfth week:</i>	<b>The management knowledge.</b> The system management Knowledge. The management systems. The work knowledge systems. Intelligent techniques. Improving decision making. The decision making and IS. The business intelligence in the enterprise. The business intelligence choices.	<b>Exercises:</b> Discussions about the knowledge management systems. Discussions about improving decision making and IS.
<i>Thirteenth week:</i>	<b>Achieving operational excellence and the customer Privacy.</b> The enterprise systems. The supply chain management systems. The customer relationship management systems. The new enterprise applications: The opportunities and challenges.	<b>Exercise: Discussions about achieving operational excellence.</b> Discussions about enterprise systems.
<i>Fourteenth week:</i>	<b>The seminar Paper (Course Assignment).</b> The students should work in groups and presentations of seminar papers. •The debates, questions, discussions about student work Presentations of seminar papers for all students last 10-15 minutes for each student.	<b>Presentation of the seminar papers.</b> Presentations of the seminar papers for all students last 10-15 minutes for each student.
<i>Fifteenth week:</i>	<b>The repetition related to all developed topics.</b>	<b>The repetition related to all developed topics.</b>



---

	The theoretical and practical aspects, exercises and tasks.	The theoretical and practical aspects, exercises and tasks.
<b>Academic policies and rules of conduct:</b>		
<p>First of all, the students must be conscientious and respect the institution and the rules of the university. Must respect the schedule of lectures, exercises and be attentive in class .During the drafting of the seminar papers. The student must adhere to the instructions given by the teacher for the research and technical realization of the paper.</p>		