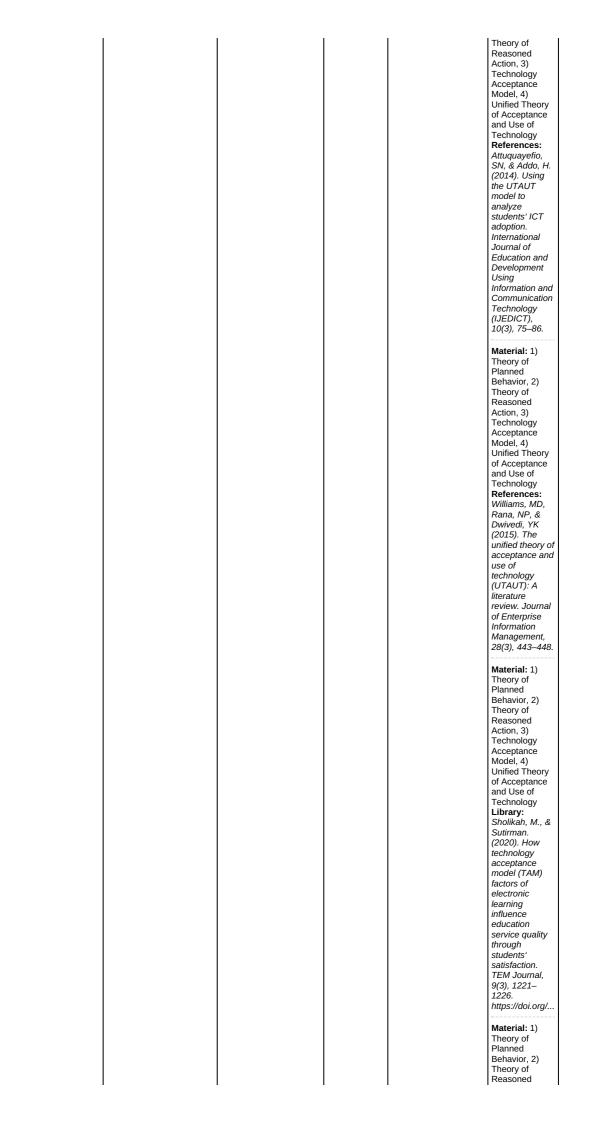|								Document Code
	Universitas Negeri Surabaya **Faculty of Economics and Business,** **Bachelor of Science in Office Administration Education Study Program**							

SEMESTER LEARNING PLAN

Courses		CODE	Course Family	Credit Weight			SEMESTER	Compilation Date
MANAGEMENT INFORMATION SYSTEM		8721003080	Compulsory Study Program Subjects	**T=3**	**P=0**	**ECTS=4.77**	4	July 17, 2024

AUTHORIZATION		SP Developer		Course Cluster Coordinator	Study Program Coordinator
		....		....	Brillian Rosy, S.Pd., M.Pd.

Learning model	Case Studies

Program Learning Outcomes (PLO)	PLO study program which is charged to the course	
	Program Objectives (PO)	
	PO - 1	Able to demonstrate a responsible attitude towards work in the field of management information systems independently.
	PO - 2	Able to apply and analyze management information systems knowledge in office administration education programs
	PO - 3	Able to make appropriate decisions in resolving problems in the field of management information systems
	PLO-PO Matrix	

P.O
PO-1
PO-2
PO-3

PO Matrix at the end of each learning stage (Sub-PO)

P.O	Week															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
PO-1																
PO-2																
PO-3																

Short Course Description	This course includes a discussion of the basic concepts of information systems theory for competitive advantage, using information technology in carrying out electronic commerce (e-commerce), system users and developers, computing and communication resources, database management systems, system development, information in practice, information security , ethical implications of information technology, corporate management decision-making support systems and global management related to information technology.

References	**Main :**

1. Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson
2. Unicef. 2019. Review of Education Management Information System (EMIS) That Track Individual Student Data in Malaysia. Ministry of Education Malaysia
3. Ministry of Communication and Informatics RI. 2020. Connected Indonesia: More Digital More Advance, Annual Report. Jakarta: MOCI
4. Inter-American Development Bank. 2021. Education Management and Information System (Sigeds) in Latin America and The Carribean. IDB

Supporters:

Supporting lecturer	Jaka Nugraha, S.AB., M.AB, MBA. Febrika Yogie Hermanto, S.Pd., M.Pd. Dr. Farij Ibadil Maula, M.Pd.

Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline (*offline*)	Online (*online*)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

1	Able to analyze information systems in current global business activities	1.1. Explain information systems in business. 2.2. Accuracy in describing the role of Information Systems in Business along with the challenges and opportunities of globalization. 3.3. Outline perspectives on Information Systems. 4.4. analyze contemporary approaches to Information Systems.	**Criteria:** 1.Participation in class 2.Independent/group assignments 3.Structured tasks **Form of Assessment** : Participatory Activities	Lecturer Lecture Questions and Answers Individual Assignment 3 X 50		**Material:** chapter 1 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
2	Able to explain E-Business and Global Cooperation	1.Analyzing business processes and Information Systems. 2.Describes the system that connects companies to improve organizational performance. 3.Explains the importance of collaboration and social networking in a business. 4.Describe the role and function of information systems in business organizations.	**Criteria:** 1.Participation in class 2.Independent/group assignments 3.Structured tasks **Form of Assessment** : Participatory Activities	Group Presentations, Lecturer-student questions and answers, Group Assignments: work on summaries and case studies 3 X 50		**Material:** chapter 2 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
3	Able to conclude information systems, organization and strategy	1.Describes organizational features in the successful development and use of Information Systems. 2.Describe Porter's competitive power model in developing competitive strategies using Information Systems. 3.Describes the business value chain model and web value model in implementing strategic applications of Information Systems. 4.Describe the use of Information Systems to achieve competitive advantage.	**Criteria:** 1.Participation in class 2.Independent/group assignments 3.Structured tasks **Form of Assessment** : Participatory Activities	Group presentations, lecturer-student questions and answers, group assignments: working on summaries and case studies 3 X 50		**Material:** chapter 3 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
4	Able to analyze Social and Ethical Issues in Information Systems	1.Explain the ethical, social and political issues raised by Information Systems. 2.outlines specific principles in ethical decision making. 3.analyze the challenges of safeguarding individual privacy and intellectual rights on the internet and Information Systems technology.	**Criteria:** Class participation, independent/group assignments, structured assignments **Form of Assessment** : Participatory Activities, Portfolio Assessment	Group presentations, lecturer-student questions and answers, group assignments: working on summaries and case studies 3 X 50		**Material:** chapter 4 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%

5	Able to summarize technological developments in education through the education management information system (EMIS)	1. Able to understand EMIS and its effectiveness 2. Able to describe the challenges of implementing EMIS 3. Able to analyze the EMIS implementation cycle 4. Able to explain EMIS objectives and policies	**Criteria:** Class participation, independent/group assignments, structured assignments **Form of Assessment** : Participatory Activities, Portfolio Assessment	Group presentations, lecturer-student questions and answers, group assignments: working on summaries, and case studies 3 X 50		**Material:** 1) EMIS definition, 2) EMIS challenges, 3) EMIS cycle, 4) EMIS objectives **Library:** *Unicef. 2019. Review of Education Management Information System (EMIS) That Tracks Individual Student Data in Malaysia. Ministry of Education Malaysia* **Material:** 1) EMIS definition, 2) EMIS challenges, 3) EMIS cycle, 4) EMIS objectives **Library:** *Inter-American Development Bank. 2021. Education Management and Information Systems (Sigeds) in Latin America and the Caribbean. IDB* **Material:** 1) EMIS definition, 2) EMIS challenges, 3) EMIS cycle, 4) EMIS objectives **Library:** *Ministry of Communication and Informatics RI. 2020. Connected Indonesia: More Digital More Advance, Annual Report. Jakarta: MOCI*	5%
6	Able to explain the basics of business intelligence: Databases and information management	1. Able to decipher data organization in a traditional file environment 2. Able to describe the database approach to data management 3. Able to describe the use of databases to improve business performance and decision making 4. Able to describe data source management	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Participatory Activities	Group presentations, lecturer-student questions and answers, group assignments: working on summaries and case studies 3 X 50		**Material:** chapter 6 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
7	Able to describe behavior in information systems	1. Able to explain behavioral information systems theory (Theory of Planned Behavior, Theory of Reasoned Action, Technology Acceptance Model, Unified Theory of Acceptance and Use of Technology) 2. Able to explain other theories related to behavioral information systems (Technology Continuance Theory, Task, Technology Fit, Expectation Confirmation Theory, Innovation Diffusion Theory)	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Participatory Activities	Group Presentation, Lecturer-student question and answer, Group Assignment: working on a 3 X 50 summary		**Material:** 1) Theory of Planned Behavior, 2) Theory of Reasoned Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology **References:** *Andreas, C. (2012). UTAUT and UTAUT 2: A Review and Agenda for Future Research. The Winners, 13(2), 106–114.* **Material:** 1) Theory of Planned Behavior, 2)	5%

							Theory of Reasoned Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology **References:** *Attuquayefio, SN, & Addo, H. (2014). Using the UTAUT model to analyze students' ICT adoption. International Journal of Education and Development Using Information and Communication Technology (IJEDICT), 10(3), 75–86.*		
							Material: 1) Theory of Planned Behavior, 2) Theory of Reasoned Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology **References:** *Williams, MD, Rana, NP, & Dwivedi, YK (2015). The unified theory of acceptance and use of technology (UTAUT): A literature review. Journal of Enterprise Information Management, 28(3), 443–448.*		
							Material: 1) Theory of Planned Behavior, 2) Theory of Reasoned Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology **Library:** *Sholikah, M., & Sutirman. (2020). How technology acceptance model (TAM) factors of electronic learning influence education service quality through students' satisfaction. TEM Journal, 9(3), 1221–1226. https://doi.org/...*		
							Material: 1) Theory of Planned Behavior, 2) Theory of Reasoned		

						Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology References : *Musyaffi, AM, Sari, DAP, & Respati, DK (2021). Understanding of Digital Payment Usage During COVID-19 Pandemic: A Study of UTAUT Extension Model in Indonesia. Journal of Asian Finance, Economics and Business, 8(6), 475–482. https://doi.org/...* **Material:** 1) Theory of Planned Behavior, 2) Theory of Reasoned Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology **References:** *Im, I., Hong, S., & Kang, MS (2011). An international comparison of technology adoption: Testing the UTAUT model. Information and Management, 48(1), 1–8. https://doi.org/...*	
8	UTS	All Indicators at the Meeting before UTS	**Criteria:** Test **Form of Assessment** : Portfolio Assessment	3 X 50 Structured Test		**Material:** 1) Theory of Planned Behavior, 2) Theory of Reasoned Action, 3) Technology Acceptance Model, 4) Unified Theory of Acceptance and Use of Technology **References:** *Andreas, C. (2012). UTAUT and UTAUT 2: A Review and Agenda for Future Research. The Winners, 13(2), 106–114.*	15%
9	Able to analyze strategies to achieve operational excellence and closeness to customers through company applications	1. outlines the company's system for achieving operational excellence 2. outlines the supply chain management system 3. outlines the challenges caused by enterprise applications	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Test	Lecturer lectures, Group Presentations, 3 X 50 case studies		**Material:** chapter 9 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%

10	Able to describe E-Commerce: Digital Goods Market with examples of the benefits of e-commerce in business	1. Explain the unique features of e-commerce 2. outlines the basics of e-commerce business 3. analyze issues related to e-commerce business development	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Participatory Activities, Tests	Group presentations, discussions and case studies 3 X 50		**Material:** chapter 10 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
11	Able to summarize the role of knowledge management and knowledge management programs in business with examples of real applications in companies	1. Explain knowledge management and knowledge management programs in business 2. Analyze the systems used for knowledge management within the entire company 3. Compare the main types of knowledge work systems 4. outlines the benefits to business of using intelligence techniques for knowledge management	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Participatory Activities	Group Presentations, Discussions and Case Studies 3 X 50		**Material:** chapter 11 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
12	Able to explain the concept of improving decision making	1. Analyze what types of decisions are and how decisions are made 2. Analyze how information systems support manager activities and decision making 3. Analyze how business intelligence and business analytics support decision making	**Criteria:** Class participation, independent/group assignments, structured assignments **Form of Assessment** : Participatory Activities	Group presentations, discussions and case studies 3 X 50		**Material:** chapter 12 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
13	Able to analyze information system development using project management	1. Able to outline the objectives of project management in information systems 2. Able to compare methods that can be used in selecting and evaluating information system projects in accordance with company/organization goals 3. Able to describe how to assess companies based on information systems	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Participatory Activities, Tests	Group presentations, discussions and case studies 3 X 50		**Material:** chapter 14 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
14	Able to study building and developing information systems	1. Able to outline procedures for building and developing information systems in organizations 2. able to analyze the main activities in the system development process 3. able to examine models and methodologies in designing systems 4. able to describe alternative methods in building and developing information systems	**Criteria:** 1. Participation in class 2. Independent/group assignments 3. Structured tasks **Form of Assessment** : Participatory Activities, Portfolio Assessment	Group presentations, discussions and case studies 3 X 50		**Material:** chapter 13 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%

15	Able to examine security in the implementation of information systems in companies/organizations	1.Able to examine the vulnerability of information systems to damage and misuse 2.Able to describe the business value of implementing information system monitoring and security 3.Able to identify the organizational framework for monitoring and security of information systems 4.Able to examine security technology in information systems	**Criteria:** 1.Participation in class 2.Independent/group assignments 3.Structured tasks **Form of Assessment** : Participatory Activities, Tests	Group presentations, discussions and case studies 3 X 50		**Material:** chapter 8 **Bibliography:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	5%
16	UAS	All Indicators Taught after UTS	**Criteria:** Test Assessment **Form of Assessment** : Portfolio Assessment, Test	3 X 50 Structured Test		**Material:** 1) Information system vulnerabilities, 2) Information system monitoring, 3) Information system security technology **Reader:** *Kenneth C Laudon, Jane P Laudon. 2016. Management Information System: Managing Digital Firm, 14th Edition Global Edition. UK: Pearson*	15%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	50%
2.	Portfolio Assessment	30%
3.	Test	20%
		100%

Notes
1. **Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
2. **The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
3. **Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
4. **Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
5. **Indicators for assessing** abilities in the process and student learning outcomes are specific and measurable statements that identify the abilities or performance of student learning outcomes accompanied by evidence.
6. **Assessment Criteria** are benchmarks used as a measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
7. **Forms of assessment:** test and non-test.
8. **Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
9. **Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
12. TM=Face to face, PT=Structured assignments, BM=Independent study.