



**FACULTY OF ECONOMICS, ADMINISTRATIVE AND SOCIAL SCIENCES
DEPARTMENT OF POLITICAL SCIENCE AND INTERNATIONAL RELATIONS
INTRODUCTION TO COMPUTING & INFORMATION SYSTEMS
COURSE SYLLABUS**

GENERAL COURSE INFORMATION

Course Name	Course Code	Academic Semester	Theory + Practice (hours per week)	Credits	ECTS
Introduction to Computing and Information Systems	IT106	Spring, 2025	3+0	3	4



Picture Credit: <https://www.dreamstime.com/illustration/information-technology-word.html>

DETAILED COURSE INFORMATION AND EXPECTATIONS

Instructor	Mehmet ÖNDER, Ph.D.
Department	Political Science and International Relations
Prerequisites	(N/A – Make sure to consult your advisor for more information)
Type & Level of Course Unit	Required, Undergraduate Level
Language of Instruction	English
Mode of Instruction	Traditional format, in-person
Academic Year and Semester	2024-2025 / Spring Semester
Meeting Time & Place	Mondays, 9:00 AM – 12:00 PM & FEAS 205

Course Objectives	• To understand the foundational concepts of computing • To relate computing with leadership and managerial skills • To equip students with the concept of understanding of information technology
Course Description	This course addresses the major concepts and approaches in the field of information technologies and computing systems with a focus on the business world, leadership, and manager roles at the undergraduate level. We will examine topics, business process and information technology outsourcing, collaboration tools, strategic planning, key information to technology results, e-commerce, business intelligence, big data, knowledge management, IT security, and the like. A student who completed this course will have a general understanding on the connection between technology management and managerial tasks in the 21st century.
Learning Outcomes	When planning on course learning outcomes, the aspects below were considered: • Develop a knowledge of the concepts central to the concept of information technology and computing systems • Interpret and analyze topics using big data and data security • Apply learned knowledge on managerial skills utilizing the importance of IT governance. Then, it was aimed to connect research methods and political science disciplines based on the following CLO's. Therefore: Upon successful completion of this course, students will be able to: 1. CLO1: Identify the basic concepts and theories of politics. (PLO1/PÖÇ1: Basic concepts and theories, PLO3/PÖÇ3: Be Updated) 2. CLO2: Demonstrate competency in the basic approaches and perspectives in evaluating various political approaches. Explores several issues, such as political science and scientific methods, key political science concepts, political theory, political ideologies, and comparative politics. (PLO1/PÖÇ1: Basic concepts and theories, PLO3/PÖÇ3: Be Updated, PLO5/PÖÇ5: Independent Studying), 3. CLO3: Distinguish between various types of theories. Creates typology of political ideologies. Knows the framework of studying methods of political science in great detail. Discuss the ideas in a group/team structure by taking responsibility and concerning other ideas and cultures (PLO1/PÖÇ1: Basic concepts and theories, PLO3/PÖÇ3: Be Updated, PLO5/PÖÇ5: Independent Studying, PLO6/PÖÇ6: Taking Responsibility, PLO7/PÖÇ7: Social Communication, PLO8/PÖÇ8: Be able to construct intercultural relations), 4. CLO4: Identify and explore the basic annals of comparative politics. Democracies and non-democracies. (PLO1/PÖÇ1: Basic concepts and theories, PLO7/PÖÇ7: Social Communication, PLO8/PY8: Be able to construct intercultural relations), 5. CLO5: Demonstrate competency in the basic approaches and perspectives in evaluating various practices of democratic-nondemocratic analytical frameworks. Analyze the properties of executive, legislative, and judicial bodies.

	(PLO1/PÖÇ1: Basic concepts and theories, PLO7/PÖÇ7: Social Communication, PLO8/PÖÇ8: Be able to construct intercultural relations), 6. CLO6: Distinguish between alternative models of analysis and contemporary political science ideologies. Create typology of alternative models of analysis and ethical standards. (PLO1/PÖÇ1: Basic concepts and theories, PLO2/PÖÇ2: Research Methods, PLO3/PY3: Be updated, PLO4/PÖÇ4: Interdisciplinary Study, PLO5/PÖÇ5: Independent Studying, PLO6/PÖÇ6 Taking Responsibility, PLO10/PÖÇ10 Ethics).
Rules and Regulations	The rules and regulations that I mentioned below apply to all the courses that I teach. So, they are pretty much standardized for me. Please do not take personal. I have determined these points based on my lecturing experiences so far. I am more than happy to discuss them with you in-person or via email if you have any questions. Here we go: 1. I might frequently send e-mail to the class participants using the e-mail list, if provided, or the online portal that enables me to send announcements. Given my experience for the first semester, these systems might not be working properly given internet connection issues, system maintenance, and the like. Thus, I recommend you report your HKU email accounts to me. Note that if you do not read the email sent to your university account, you need to have your email forwarded to your alternative email address since you are responsible for all the information I will be distributing to the class via email. 2. The preferred way to reach me is through email. Also, please include the course code before your topic in the subject line when emailing. You can typically expect a response within 24 hours, and please show me the same courtesy. Additionally, I reserve the right to not respond to your email if it is poorly or improperly addressed (you can check this website for more information on emailing an instructor, https://www.purdue.edu/advisors/students/professor.php). 3. Office hours meeting appointments need to be scheduled by email at least 24 hours before the meeting. Your emails should include the topic of the meeting and the reason for the meeting. This will help me to prepare for the meeting beforehand and save time for other students. As a reply to your office hour request email, I will send a unique Zoom link for the meeting if we decide to meet online. Otherwise, we will meet at my office during my office hours as shown in the syllabus. 4. You are responsible for any updates concerning class assignments that may be made throughout the semester. In extraordinary circumstances (such as medically documented and serious health problems), you might be allowed to make up the requirement(s) and, if necessary, get an extension on the assignment(s). The authority for this process is to get in touch with the University Students Office. Also, whenever possible, please notify me in advance that you will be unable to meet a deadline so that I can help you with my end. Also, students who expect to miss classes, examinations, or other assignments as a consequence of their religious observance can be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide

faculty and university officials with reasonable notice of the dates of religious holidays on which they will be absent. Please note that absence from classes or examinations for religious reasons does not relieve students of responsibility for any part of the coursework required during the period of absence.

5. When students representing Hasan Kalyoncu University miss the class due to being involved in the performing arts, scientific and/or artistic endeavors, or intercollegiate athletics, they will not be regarded as absent. These students will be offered an opportunity to make up the work related to the course. However, absence from classes while representing the University does not relieve students of responsibility for any part of the course missed during the period of absence. Again, it is very important to coordinate your absence with the instructor and the other HKU university officials beforehand.

6. If you believe a grade, you have received is unfair or in error, you will need to do the follow university policy guidelines. If it does not contradict, I expect you to follow these steps: (1) wait 24 hours after receiving the grade; (2) schedule an appointment with me within the six days after you received the grade; (3) provide an explanation in writing for why the grade you received was unfair or in error. (4) If you believe the response fails to address your claim of unfairness or error, you may submit your written appeal to the department within the first week of classes following the completion of the course.

7. This is an accommodation friendly class. If you have a documented disability that requires accommodation, you will need to get in touch with the Student Disability Services for coordination of your academic accommodation. Please make sure to register for disability accommodation no later than by the end of the first week of classes. Once you have your accommodation in place, I will be glad to meet you during my office hours to discuss your special needs.

8. Please note that the last date to drop and/or withdraw from was mentioned in the academic calendar. However, I recommend you get in touch with your academic advisor and Student Services Office to determine exact dates. Students who wish to drop and/or withdraw from their current semester must complete the legal processes first.

9. You can only get an “I” in this course when you demonstrate that extraordinary circumstances exist, and you only have a small amount of outstanding work to complete the course.

10. A failure to credit other people’s ideas properly and/or cheating on exams constitute serious cases of academic misconduct and will result in a failing grade for this course and, possibly, suspension or expulsion from the university. Plagiarism includes reporting others’ ideas verbatim as your own as well as paraphrasing others’ ideas without attributing them properly – this includes ideas you may acquire from the Web—like ChatGPT— and from your course readings. If you are quoting directly, you need to enclose the quote in citation marks and specify the source of the citation (author’s name and title of the book/article),

including the page number. If you are paraphrasing somebody else's thoughts, you need only to specify the source. If you are unclear as to what does and what does not constitute plagiarism, make sure to talk to me. Submitting a paper written for another class, borrowing a paper from a friend, or downloading a paper from the web are other examples of academic misconduct. All cases of suspected plagiarism or other forms of academic misconduct will be dealt with according to the procedures established in the Student Code of Conduct.

11. If a student joins the class after we start the semester as a new student, it is the responsibility of the student to meet with the instructor and coordinate the requirements of the class with the instructor and student services officials at the university.

12. This syllabus is subject to change given the course of the semester. Note that changes can be declared both or either in oral or written formats. If a change is made in the syllabus, it is effective immediately considering the previous communication with the student(s). With that said, students can contact the instructor about specific situations or their concerns within the first three days after the declaration day of the updated syllabus. Otherwise, please note that excuses will not be allowed.

13. While we meet in the classroom, please do not use any cell phones. Also, no Facebook, email, chat, twitter, surfing, texting, googling in class. All cell phones must be put in the cell phone box at the instructor's desk before starting the class.

14. Please also note that eating food, drinking soda (water is acceptable), chewing gum, listening to music, surfing on the internet on your computer, and the like are not appropriate behaviors in the classroom.

15. Lecture recordings (voice, video, and the like) of any sort and taking pictures without my approval are not allowed. It is recommended to bring all the necessary equipment or other stuff to take notes and participate actively in the class. However, it is not appropriate to attend lecture sessions without any notebook and pen. Note that taking notes during the class is really helpful for better understanding the concept that we cover in the class. Last but not least, you can also use your laptops or computers instead of taking notes in a traditional way.

16. Please make sure to attend meeting sessions on time. Sometimes, it is highly distracting when a student comes to a class late. With that said, it is highly recommended to join the session within the first 15 minutes. Especially after that, please be careful and sit in your chair quietly located at the end of the classroom. Please do not walk around to hook your coat or plug your laptop.

17. It is the responsibility of the student to sign the attendance sheet for each class session. Participation is required and there are strict rules set by the Turkish Higher Education Council.

	18. I am more than happy to answer your individual questions related to assignments or course requirements that do not relate to the class cohort in general. These questions should be usually asked after the class (or office hours if need more coordination). Also, you might ask follow-up questions when lecturing, but sometimes these questions can be asked too many times in a sequence by a single student. Note that this can take a lot of time and impacts the efficiency of other students' learning negatively. I recommend asking those follow-up questions at proper times after the lecture session too. It is also important to note that there should be no private conversation between the student and the instructor because I will be representing the university whenever engaging in any sort of communication with students at the end of the day. Thus, I might need to report to the university officials if I feel a student is in danger or inform them when a student needs additional help like accommodation. 19. Please note that emergency situations can happen at any time. Thus, in case of emergency, like fire or health issues, please be ready to implement your responsibilities like knowing the building evacuation procedure, location of the alarm buttons, calling 112, and the like. 20. Thanks for reading my rules thus far. 😊
Planned Learning Activities and Teaching Methods	1. This class is planned to be held in-person format based on lectures and discussions. 2. This course is planned for working on 11 distinct topics related to conducting academic research as seen in the weekly schedule. 3. You are expected to read the relevant textbook sections, articles, and videos and prepare for the class beforehand. I might share PPT files, or any other additional sources whenever I use them. 4. This class will be intensive in measuring what you learned via quizzes, midterm, writing assignments, and final exams. 5. In general, a student should plan on spending at least 4 hours a week dedicated to the course preparation.

INSTRUCTOR CONTACT INFORMATION

Name of the Lecturer(s)	Dr. Mehmet Önder
Teaching Assistant(s)	N/A
Office Information	201 (First floor, first office on the right, across the elevator)
Office Hours	Mondays, 12:00 PM – 1:00 PM (or anytime in-person or online whenever an extraordinary situation happens)
E-mail	mehmet.onder@hku.edu.tr

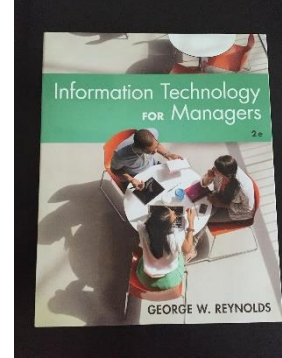
Phone

0(342) 211 8080 (This is HKU Help Desk phone. I do not have an office phone number)

READINGS

Required Readings:

Information Technology for Managers
2nd Edition
ISBN-13: 978-1305389830
by George Reynolds



Recommended Readings:

Textbooks:

The Elements of Computing Systems, second edition: Building a Modern Computer from First Principles.
2nd Edition
ISBN-13: 978-0262539807
by Noam Nisan and Shimon Schocken.

Please Note

Assigned readings, other than the required textbook, will be made available to the students.

WEEKLY SCHEDULE

Weeks	Topics	Week's Explanation, Subtopics, Tasks, assignments, pages, etc.	Learning outcomes
1.	Course logistics, expectations, syllabus, organization. 02.03.2025	No assigned readings <i>Readings:</i> No assigned readings <i>Homework:</i> Bring a selected published article on computing and information systems. It is preferable if selected from a Scopus or Web of Science indexed journal. We will examine these articles together in the class next week.	CLO1

2.	Key to Information Technology Results 02.10.2025	- Why Managers Must Provide Leadership for Information Technology (IT) - Why Managers Must Understand IT - What Is Information Technology? - Identifying Appropriate IT Opportunities <i>Readings (Read them before coming to the class):</i> Reynolds, Ch.1 <i>Presentations</i>	CLO1 CLO3
3.	Strategic Planning 02.17.2025	- Apple's Innovative Business Strategy - Why Managers Must Understand the Relationship Between Strategic Planning - Strategic Planning - Identifying IT Projects and Initiatives <i>Readings:</i> Reynolds, Ch.2 <i>Presentations</i> Beyza	CLO1 CLO2 CLO3
4.	Project Management 02.24.2025	- Why Managers Must Understand Project Management - What Is Project Management? - Project Management Knowledge Areas - Project Integration Management <i>Readings:</i> Reynolds, Ch.3 <i>Quiz#1</i> <i>Presentations</i> Mehmet Can	CLO1 CLO2 CLO3 CLO4
5.	Business Process and IT Outsourcing 03.03.2025	- Salesforce.com and Its Cloud-Based Success - Why Managers Must Understand Outsourcing - What Are Outsourcing and Offshore Outsourcing? - Why Do Organizations Outsource? <i>Readings:</i> Reynolds, Ch.4 <i>Presentations</i>	CLO2 CLO3 CLO4

		<i>Omer</i>	
6.	Corporate and IT Governance 03.10.2025	• Why Managers Must Get Involved in IT • What Is IT Governance? • Ensuring That an Organization Achieves Good Value from Its Investments in IT • Control Objectives for Information and Related Business Continuity Planning <i>Readings:</i> Reynolds, Ch.5 <i>Presentations</i> Senanur	CLO2 CLO4 CLO5
7.	Collaboration Tools 03.17.2025	• Eagle Investment Employs Unified Communications • Why Managers Must Understand • Collaboration Tools <i>Readings:</i> Reynolds, Ch.6 <i>Quiz#2</i>	CLO2 CLO3 CLO6
8.	Midterm Exam 03.24.2025	N/A	N/A
9.	Official Holiday Eid al-Fitr 3 rd Day 03.31.2025	N/A	N/A
10.	E-commerce 04.07.2025	• Domestic Retail Market in the World • Why Managers Must Understand E-Commerce • Forms of E-Commerce • E-Commerce Critical Success Factors <i>Readings:</i> Reynolds, Ch.7 <i>Presentations</i> Cemile	CLO4 CLO5 CLO6

11.	Enterprise Systems 04.15.2025	• Coca-Cola: Global Reach Through Local Distribution • What Is an Enterprise System? • Enterprise Resource Planning • Supply Chain Management <i>Readings:</i> Reynolds, Ch.8 <i>Presentations</i> Sinan	CLO2 CLO4 CLO5 CLO6
12.	Business Intelligence and Big Data 04.22.2025	• Amazon: Beating the In-Store Advantage with Business Intelligence • What Is Business Intelligence? • Big Data • Structured and Unstructured Data <i>Readings:</i> Reynolds, Ch.9 <i>Quiz#3</i> <i>Presentations</i> Noah	CLO4 CLO5 CLO6
13.	Knowledge Management 04.29.2025	• What Is Knowledge Management (KM)? • Knowledge Management Applications and Associated Benefits • Best Practices for Selling and Implementing a KM Project • Technologies That Support KM <i>Readings:</i> Reynolds, Ch.10 <i>Presentations</i> Merve	CLO2 CLO3 CLO5
14.	Cybercrime and IT Security 05.06.2025	• Why Managers Must Understand IT Security • Why Computer Incidents Are So Prevalent • Federal Laws for Prosecuting Computer Attacks • Implementing Trustworthy Computing <i>Readings:</i> Reynolds, Ch.11	CLO2 CLO4 CLO5

		<i>Presentations</i> <i>Arda</i>	
15.	Wrapping Up 05.13.2025	- Revising the topics covered in the class. - Preparation for the final exam. <i>Readings:</i> No readings assigned. <i>Presentations</i> Sena <i>Quiz#4</i>	CLO2 CLO3 CLO4 CLO5 CLO6
16.	Final Exams Weeks 05.20.2025 - 05.30.2025	N/A	N/A

GRADING REQUIREMENTS

	Frequency	Percentage in Grading
Attendance		
Practice		
Fieldwork		
Internship		
(Pop-) Quizzes	4	25
Graded Homework/Paper/Research Paper		
Presentation	1	5
Classroom Participation	12	10
Projects		
Seminars		
Mid-term Exam(s)	1	20
Final Exam	1	40
Total		100
<i>Important Notes About Grading Requirements:</i>		
1) See the assignment information section for the instructions and rubrics.		

1.a) Presentations: Students will present each chapter starting from the third week. Presentations can be supported by PPT, but it is not required. The duration should not be more than 10 minutes. Please use sources other than the textbook for the presentations.

2) Exams:

2.a) Midterm exam includes 20 multiple-choice questions.

2.b) Final exam is cumulative and includes five open-ended questions. It covers chapters, lectures, discussions, and other readings if assigned.

3) Participation is graded, please make sure to contribute to lecture sessions.

ECTS ALLOCATION

Learning Activities	Frequency	Time (Hours)	Workload
Attendance			
Practice			
Fieldwork			
Internship			
(Pop-) Quizzes	4	6	24
Graded Homework/Paper/Research Paper			
Presentation	1	10	10
Preparation before attending classes	14	1	14
Classroom participation	12	1	12
Projects			
Seminars			
Mid-term Exam	1	30	25
Final Exam	1	40	35
Total Workload (hours)			120
Total Workload / 30 hours			4.00
ECTS			4

PROGRAM LEARNING OUTCOMES (PLO) AND COURSE LEARNING OUTCOMES (CLO)

Please note that a learning outcome should reflect at least one of the program qualifications.

Also specify the strength of the relation between the Course Outcome and Program Learning Outcome as follows:

1= Very Slightly Related

2= Slightly Related

3= Related

4=Strongly Related

5=Very Strongly Related

	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10
CLO1	2	3	3		3					
CLO2	1		2	3				2		
CLO3	3	2			2	2	3			
CLO4	2		2	1			2		1	
CLO5	4		3				4	3		
CLO6	1	2	1	3	2	1				2

CALENDER AND IMPORTANT DATES FOR THE SEMESTER

See the next page.

February 2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
Week#1	Lecture#1 – 9:00am-12:00pm – FEAS 205					
9	10	11	12	13	14	15
Week#2	Lecture#2 – 9:00am-12:00pm – FEAS 205					
16	17	18	19	20	21	22
Week#3	Lecture#3 – 9:00am-12:00pm – FEAS 205					
23	24	25	26	27	28	
Week#4	Lecture#4 – 9:00am-12:00pm – FEAS 205					

March 2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
Week#4						
2	3	4	5	6	7	8
Week#5	Lecture#5 – 9:00am-12:00pm – FEAS 205					
9	10	11	12	13	14	15
Week#6	Lecture#6 – 9:00am-12:00pm – FEAS 205					
16	17	18	19	20	21	22
Week#7	Lecture#7 – 9:00am-12:00pm – FEAS 205					
23	24	25	26	27	28	29
Week#8 – Midterm Exams	Midterm Exam					
30	31					
Week#9 - Official Holiday - Eid al-Fitr	Official Holiday – Eid al-Fitr					

April 2025

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
Week#9						
6	7	8	9	10	11	12
Week#10	Lecture#8 – 9:00am-12: 00pm – FEAS 205					
13	14	15	16	17	18	19
Week#11	Lecture#9 – 9:00am-12: 00pm – FEAS 205					
20	21	22	23	24	25	26
Week#12	Lecture#10 – 9:00am-12: 00pm – FEAS 205		Official Holiday			
27	28	29	30			
Week#13	Lecture#11 – 9:00am-12: 00pm – FEAS 205					

May 2025

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
Week#13 Cont'd.				Official Holiday		
4	5	6	7	8	9	10
Week#14	Lecture#12 – 9:00am-12: 00pm – FEAS 205					
11	12	13	14	15	16	17
Week#15	Lecture#13 – 9:00am-12: 00pm – FEAS 205					
18	19	20	21	22	23	24
Final Exams Week	Official Holiday	Final Exams Start				
25	26	27	28	29	30	31
					Final Exams End	
Enjoy your Summer!						

MISCELLANEOUS

- To help yourselves get started on your paper projects, please consult Gary King's extremely illuminating guide on how to write a publishable class paper—"Publication, Publication," from this link: <https://gking.harvard.edu/files/paperspub.pdf>
- With regard to the need to keep a consistent citation style for writing, I generally recommend using bibliographic software such as Endnote or its equivalents (Procite, Refman, etc.) that do this for you automatically.
- Information about APA guidelines: <https://apastyle.apa.org/style-grammar-guidelines>

OTHER NOTES

This syllabus is comprised of 17 pages, and it is subject to change based on the needs of the class. The syllabus updates can be declared in written or oral forms. In addition to the articulated course-specific policies and expectations, students are responsible for understanding all applicable University guidelines, policies, procedures, and the student handbook, if applicable. These are primary resources to ensure that students have information and are cognizant of their roles and responsibilities. The following page is allocated for the students to take notes about this syllabus whenever necessary.

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