Program: MBA, Economic Development concentration

Course name:

Geografía Económica

Course code: EC503

Location in the curricular map:

Economic development concentration

Course description:

This course boards the Basic elements of economic geography and space geography, it makes a brief introduction to regional studies for different areas of this planet and makes an introduction of linkage elements with the study of geopolitics and the social and human development, suggesting a discussion of several current themes.

General learning outcomes:

Students will study, analyze and intepret the relationship between the societies and the surrounding environment in a global economic frame and the contemporary international relationships.

Themes and sub-themes of each unit:	Hours
1. Introduction to Economic Geography.	6
1.1 Definition of Economic Geography	
1.2 Space economy	
1.3 Theories of space location.	
1.4 Characteristics of the industrial activity	
1.4.1 The Natural resources	
1.4.2 The Market	
1.4.3 The Energy	
1.4.4 Types of industry	
1.4.5 Theory of industrial location	
1.4.6 Other factors of industrial location	
1.4.7 The economic regions	
2. Economic Geography and Geopolitics	6
2.1 The north-south gap and the wealth distribution at worldwide level	
2.2 Growth and development: fundamentals differences	
•	
2.3 Criteria used to measure countries growth and development	

	2.4 Criteria to define capitalism, socialists countries, economies in transition and countries of recent industrialization and/or emerging economies.	
3.	 Sustaining and human development 3.1 The sustaining development. Development paradigm? 3.2 The concept about human development: its Basic components 3.3 The ecologic conscious and growth boundaries 	4
		8
4.	 Introduction to regional studies 4.1 Signs that will help delimit the main regions of this planet. Selection criteria. Geographic, economic and political conditions. 	
	 4.2 Europe. The European community countries 4.3 Latin America and the Caribbean. ALADI, Central American Common Market, Caribbean Common Market, Andean Pact, CARIBCAN, Initiative for the Caribbean Basin, The Group of the Three. 	
	4.4 North America. TLCAN	
	4.5 South Asia. The countries of the South Asia Association for the Regional Cooperation.	
	4.6 Japan, the Popular Republic of china, the tour asian dragons and the Association of Southeast Nations.	
	4.7 The Magreb and the Mashrek	
	4.8 Central Africa and South Africa4.9 South Pacific, Australia and New Zealand	
	4.10 The Antartic: a patrimony for humanity?	6
	4.11 The Artic: unknown ocean	
5.	Mexico's Economic and Political Geography 5.1 Mexico's economic zones	
	5.2 Main resources, domain and entitlement	6
	5.3 Mexico's worldwide geoeconomic importance	
6.	Some of the geoeconomic world problems 6.1 Drug trafficking	
	6.2 The environment pollution and sustainable development	
	6.3 Migration and population movements6.4 International terrorism	
	6.5 Democracy in different regions of the planet	
	6.6 Conflicts generated due to the water control6.7 Geographic growth	

Learning activities:

In class activities:	36
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations Students' independent activities:	60
 Previous readings. Homeworks. Exercises and practices. Research projects. 	

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

	Туре	Títle	Author	Editorial	Year
1	Referente	Atlas del Banco Mundial 2000	Banco Mundial	Banco Mundial	2000
2	Reference	Maps and Politics, London,	Black, Jeremy	Reaktion Books Ltd.	1997
3	Referente	Geografía global. El paradigma geotecnológico y el espacio interdisciplinario en la interpretación del mundo del siglo XXI	Gustavo D. Buzai,	Lugar Editorial.	1999
4	Referente	El nuevo orden mundial y el viejo	Noam Chomsky	Crítica	1996
5	Reference	The Wealth and Poverty of Nations. Why Some Are So Rich and Some So Poor, W. W.	David S. Landes	Norton & Company	1998

6	Referente	Geografía económica	Ma. Teresa Ayllón Torres José Chávez Flores	Limusa	9ª Ed. 2002
7	Referente	Geografía económica	Eva Fabián	McGraw-Hill	2001
8	Referente	Estudio económico y social mundial 1999	Naciones Unidas	Naciones Unidas, NY	1999
9	Referente	Que las 'Rondas no son buenas' La OMC y la Ronda de Doha: ¿proteccionismo vs desarrollo?	María Cristina Rosas (Coord.)	UNAM/SELA	2003
10	Referente	Reporte sobre el Desarrollo Humano 2003	PNUD	PNUD	2003

MBA: Economic Development concentration

Course name:	Course Code:
Promotion and Economic Development	EC506

Location in the curricular map:

Economic Development concentration

Course description:

This course will help analyze the main tools of promotion and economic developmet, and at the same time represents the first module of the economic development educative program accredited by the Economic Development Council (IEDC) and the University of Oklahoma/Economic Development Institute

General learning outcomes: Students will acquire and apply the knowledge and basic tools of promotion and business development under a regional economic focus, that will permit them to understand the economic developmet processes and to perform with assurance and professionalism in all the activities of the local economy.

Them	ies ai	nd sub-themes of each unit:	Hours
1.	1.1 1.2 1.3 1.4	Development. Introduction to the Economic Development Program Leadership of the businessman in the community Professional development Linkage with the governmental sector (Federal, state and city) Strategic planning and economic development	9
	1.6	Linkage with the community	
2	Dee	ruitment and inductrial expansion	9
۷.	2.1	ruitment and industrial expansion Marketing the community	
		Prospecting	
		Applied Marketing (country, state, city)	
		Prospectación.	
		Technology as a Marketing tool	
	2.6	Retention and expansion of an existing business	9
3	Fina	ance and infrastructure	
5.	3.1		
		Financing for economic development	
		Planning of the use of real estate	
		Urban regeneration	
		Economic Geography	
	3.6	Rural and tourist development	9
4.	Eco	nomic Development Perspectives	
		Economic development in the global economy	
	4.2	Work force development	
		Industrial cooperation. Clusters	
		Economic development managerial organization	
		Economic development and enterprising	
	4.6	Innovation and development of small businesses	

Learning activitites:

•	In class activities:	36
•	 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations Students' independent activities: Previous readings. Homeworks. Exercises and practices. Research projects. 	60

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

	Туре	Title	Author	Editorial	Year
1	Handbook	Introduction to	International	IEDC	2002
		Economic	Economic		
		Development	Development		
			Council		
2	Magazine	Economic	International	IEDC	
		Development	Economic		
		Review	Development		
			Council		
3	Articles	Economic	International	IEDC	
		Development	Economic		
		Commentary	Development		
			Council		

MBA: Economic Development Concentration

Course name:	Course code:
Economic and Industrial Promotion	EC507

Location in the curricular map:

Economic Development concentration

Course description:

This course boards the marketing and promotion of industrial economy, oriented toward a business retention and expansion in the regional economical environment, same that will help develop its competitiveness conditions in the global market.

General learning outcomes:

Students will acquire and apply techniques and marketing tools and economic promotion that will make them participate in the development and strenght of the local economy.

Them	es ai	nd sub-themes of each unit:	Hours
5.	Mar	keting and Economic Promotion.	6
	5.1	General outlook of economic development marketing	
	5.2	The global economy	
	5.3	The role of public politics in economic dvelopment	
	5.4	Understanding the product	
	5.5	Target industries	
	5.6	The community image	
	5.7	Planning of identified markets	
6.		keting tools and techniques. (Country, region, state, es, product)	6
	6.1	Promotion	
	6.2	Marketing messages.	
		Marketing techniques	
	6.4	Criteria for the use of marketing techniques	

	6.5 How to present the information.	
	6.6 Public relations, promotion and marketing	
	6.7 Evaluation of results	
	6.8 Negotiation techniques	
	6.9 How to design a marketing strategy	6
7.	Introduction to business retention and expansion.	0
	7.1 General Outlook of business retention and expansion	
	7.2 How to create a business and expansion program	
	7.3 Prospect planning and visits to companies	
	7.4 How to apply economic development tools to business retention and expansion.	
	7.5 Financing for business retention and expansion	
	7.6 Technical assistance	
8.	Business incentives.	6
	8.1 Incentive cost benefits	
	8.2 Types of incentives	
	8.3 Monitoring	
	8.4 Incentive based performance	
).	Internacional business.	6
	9.1 Foreign missions	
	9.2 Sources of information	
	9.3 Monitoring results	
10.	Promotion on the Web.	3
	10.1 Design of a web site	-
	10.2 Sources of information	
	10.3 Geographic information system	
		3
11.	Niche development	

Learning activities:

In class activities:	36
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations 	
 Students' independent activities: Previous readings. Homeworks. Exercises and practices. 	60

- Research projects.

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

	Туре	Title	Author	Editorial	Year
1	Working notebook	Economic Development Marketing	International Economic Development Council	IEDC	2002
2	Working notebook	Business Retention & Expansion	International Economic Development Council	IEDC	2002
3	Book	Marketing for results	Eric Canada	Chicago Spectrum Press	1995
4	Magazine	Economic Development Review	International Economic Development Council	IEDC	
3	Articles	Economic Development Commentary	International Economic Development Council	IEDC	

MBA: Economic Development concentration

Course Name:	Course Code:
Economic Development Planning	EC508

Location in the curricular map: Economic Development Concentration

Course Description:

The course covers the study of the analysis and techinal aspects as the foundation to do an economic development planning from the regional point of view, and the mechanisms that will help to develop a consensus for the strenghtening of the local economy.

General learning outcomes:

Students will learn and apply the tools and techniques of the economic development planning, they will execute actions plans from the starting point of a consensus vision regarding the regional economy potentials.

Themes and sub-themes of each unit:	Hours
12. Diagnostic.	10
12.1 Introduction to strategic planning	
12.1.1 What is strategic planning?	
12.1.2 The strategic planning process	
12.1.3 Strategic planning cost	
12.2 Local economic analysis	
12.2.1 General overview.	
12.2.2 Defining an economic jurisdiction/area	
12.2.3 Institutional Capacity	
12.2.4 Sources of Information	
12.2.5 Local businesses prospectation	
12.2.6 Focus groups	
12.3 Evaluation of economic data	
12.3.1 Setting data in a context	

12.3.2 Economic base análisis	
12.3.3 Local economic growth potential	
12 Stronghts and weakness analysis	
13. Strenghts and weakness analysis 13.1 General overview	
13.2 Internal strenghts: strenghts and weaknesses	
13.3 External strenghts: threats and opportunities	
Toto External strenghts, threats and opportunities	
14. Action plan preparation.	
14.1 Vision.	
14.2 Mission.	
14.3 Setting goals, objectives and strategies to obtain them	
14.4 Identify and prioritize projects and programs	
14.5 Action plan	
14.6 Programs implementation	
14.7 Correcting programs and consecutive efforts planning	
15. Consensus.	4
15.1 General overview	
15.2 Participation structure	
15.3 Building consensus	
16. Evaluation.	
16.1 General overview	
16.2 Evaluation techniques	
17. The state of Baja California, case study	
17.1 Economic development policy	
17.2 Product- matrix	
17.3 Clusters.	

Learning activities:			
 In class activities: 	36		
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations 			
	60		

Students' independent activities:

- Previous readings.
- Homeworks.
- Exercises and practices.
- Research projects.

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

	Туре	Title	Autor	Editorial	Year
1	Work notebook	Economic Development Planning	International Economic Development Council	IEDC	2002
2	Magazine	Economic Development Review	International Economic Development Council	IEDC	
3	Articles	Economic Development Commentary	International Economic Development Council	IEDC	
4	Presentation	Política Empresarial de Baja California	Secretaría de Desarrollo Económico	Gobierno del estado de B.C.	2004
5	Website	www.bajacalifornia.gob.mx			

MBA: Economic Development concentration

Course name: Advanced Industrial Promotion

Course code: EC509

Location in the curricular map: Economic Development concentration

Course description:

Students will learn how to obtain a solid industrial promotion process. Through analysis of case studies they will learn how to apply the apropriate tools and techniques for a successful promotion

General learning outcomes:

Students will strenghten their knowledge, applying techniques and tools to develop a successful industrial promotion in a regional economic environment for new business opportunities.

Them	ies ai	nd sub	-themes of each unit:	Hours
1.	1.1		on rial promotion and the economic regional activity tion, nature, range and impact	3
2.	The	indust	trial promotion process	9
			eptual map	
	2.2	Prosp	ects sources	
		2.2.1	Organizations: Bancomext, Commercial Assesors, CEDECO, CDIM, Otros (Nafin, Banks, etc.)	
		2.2.2	Clients of existing enterprises. How to know this information?	
		2.2.3	Industrial parks/Shelters	
		2.2.4	Trade shows	
		2.2.5	Magazines and other media	
		2.2.6	Own resources: Internet webpage / Email; Standard y Poors / Directories	
		2.2.7	Representantives /Advisers	
		2.2.8	Brokers	

2.3 Objetive: from the sources to research2.3.1 Collection of Basic information2.3.2 Determine a business feasability	8
 3. Follow-up 3.1 Follow-up system selection 3.1.1 A,B,C,D 3.1.2 Suspect= S, Prospect = P, Hot Prospect = HP 3.2 Main inicial questions for a prospect 3.3 Define the lead for a prospect 3.4 Follow-up, different forms according to the stage and type of prospect. 3.5 Importance of the prospect visit and the visit to his company 3.6 Agendas preparations 3.7 Main mistakes in business promotion and in the follow-up 3.8.1 Respect to each Project leadership, not to confuse the prospect 3.8.2 Institutional promotions 3.8.3 Private promotions 	4
 4.1 What to do when a location is favorable 4.2 What should not influence the decision 	
 5. Implementation 5.1 Starting operations 5.2 What do organizations need to do at this stage 5.2.1 Atenttion to executives staying in the company 5.2.2 Follow-up on pending details 5.2.3 Welcome Wagon. 	4
 6. Performance Indicators 6.1 How do you evaluate a promotor performance in the company. Examples: 6.1.1 Number of visits by amount of phonecalls 6.1.2 Number of hot prospects by the amount of time 6.1.3 Number of hot prospects by the amount of inicial contacts 6.1.4 Number of inicial contacts by continuing prospects 6.1.5 Prospecta by business field 6.1.6 Prospects / Closed deals 	4
7. Case study	

Learning activities:

In class activities:	36
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations 	
 Students' independent activities: Previous readings. Homeworks. Exercises and practices. Research projects. 	60

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

Bibliography

Throughout the course the instructor will provide bibliographic references. These references will be a complement to readings and presentations done by the students for each one of the themes.

MBA: Economic Development concentration

Course Name: Laboratory of Private and Public infrasctructure development	Course Code: EC510	
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Location in the curricular map: Economic development concentration

Course description:

Throughout the emphasis in regional economic development, this course will help students to develop and analyze the capacity and potencial of public and private infrasctructure.

General learning outcomes:

The student will be able to evaluate conditions of the required infrastructure for economic development, and will participate in innovative outlines to help produce it in a more efficient, effective and timely form.

Them	Themes and sub-themes of each unit:		
8.		oduction Definitions.	3
	-	Importance.	
9.	9.1 9.2 9.3 9.4 9.5 9.6	Drinking water (Storage and distribution systems)	9
		Freight services.	

10. Regulatory frame.	9
10.1 Property rights.	
10.2 Safety.	
10.3 Fiscal policies.	
10.4 Environmental legislation.	
10.5 The building market.	
10.6 The job market.	
11.Infrasatructure promotion.	9
11.1 Evaluation.	
11.2 Location and selection.	
11.3 Private and public participation projects (PPP).	
11.4 Inverstment	
11.5 Privatization.	
11.6 Infrastructure reports presentation.	
12. Case study	6

Learning activities:

In class activities:	36
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations 	60
 Students' independent activities: Previous readings. Homeworks. Exercises and practices. Research projects. 	
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Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

Bibliography

Throughout the course the instructor will provide bibliographic references. These references will be a complement to readings and presentations done by the students for each one of the themes.

MBA: Economic development concentration

Course Name:

Relocation, Retention and Enterprises development

Course Code: EC511

Location in the cuccirular map:

Economic development concentration

Course Description:

Thorughout this course the student will analyze different tools and techniques to learn how to conduct a successful retention and business expansion program, defining the alternatives and opportunities of location and relocation of diverse economic units.

General learning outcomes:

The student will develop an evaluation skill to learn how to use the different location alternatives to produce a better impact in the profitability of a business, and how to participate in the negotiation, or implementation of an incentive system to help business retention.

Themes a	nd sub-themes of each unit:	Hours
13. Pre	iminary evaluation.	4
	Economic-technique feasability studies: What information is relevant for the location definition.	
1.6	The Market studies: markets volume and size, growth potencial, geographical distribution and other factors that influence in the location	
1.7	Problem definition.	
14. Defi	nition stage: systematic analysis.	6
14.1	Location requirements	
14.2	Sources of information.	
14.3	Decision making for new installations	
14.4	Relocation	
14.5	Evaluation of location and relocation alternatives	
	14.5.1 Costs and investment.	
	14.5.2 Labor work conditions.	
	14.5.3 Sources fo raw material.	
	14.5.4 Change in market demands.	

 14.5.5 Taxes. 14.6 Qualitative factors. 14.6.1 Information Costs. 14.6.2 Zone restrictions. 14.6.3 Water, energy, etc dispositions 14.6.4 Infrastructure 14.6.5 Unions 14.6.6 Community attitudes toward environmental pollution 	1
 15. Long range planning. 15.1 Operate and maintain additional orders by means of sub- contracts 15.2 Expansion of plant installations 15.3 Close and sale the plant and relocate 15.4 Location and profitability of economic units (Plant, warehouse, retail sales establishments, Service Centers and other economic units) 	4
 16. Business retention and expansion, general outlook 16.1 What is retention and business expansion and why this needs to be a core program. 16.2 Diferences between retention and expansion, with attraction to business. 16.3 Understanding and indentifying businesses problems. 	
 17. Creating a business retention and expansion program 17.1 Organizing the program (Local government, private sector, private-public organizations) 17.2 Strenghts, opportunities and weaknesses analysis 17.3 Action plan 	
 18. Promotion visits and prospectation. 18.1 Promotion and prospectation models 18.2 Businesses and enterprises selection 18.3 Sources of information 18.4 Prospects questionnaires design 18.5 Promoters training 	4
 19. Business retention and expansion tools. 19.1 Retention and expansion marketing programs 19.2 Clusters identification 19.3 Creating location opportunities for retention and expansion 19.4 Providing infrastructure 	2
	∠

20. Financing. 20.1 Financial aid programs 20.2 Business organization with capital sourcing	2
 21. Technical assistance 21.1 Technical aid programs 21.2 Making technology accessible. 21.3 Connection with the job market. 21.4 Helping enterprises find new markets. 21.5 Helping enterprises comply with environmental norms. 21.6 Assisting enterprises with the licensing and permits procedures 	2
22. Other strategies. 22.1 Retention vs Expansion 22.2 Performance based on administration tools 22.3 Other incentives	

Learning activities:			
In class activities:	36		
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations 	60		
 Students' independent activities: Previous readings. Homeworks. Exercises and practices. Research projects. 			

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

	Туре	Title	Author	Editorial	Year
1	Working	Business Retention	International	IEDC	2002
	notebook	& Expansion	Economic		
			Development		
			Council		
2	Working	Economic	International	IEDC	2002
	notebook	Development	Economic		
		Marketing	Development		
		-	Council		
3	Throughout the course the instructor will provide bibliographic references.				
	These references will be a complement to readings and presentations done				
	by the students for each one of the themes				

MBA: Economic Development Concentration

Course Name:

Transcultural Management

Course Code: RI515

Location in the curricular map:

Economic Development concentration

Course description:

Thorughout a comparative analysis of Asia, Europe, United States and Latin America regions, the course covers the transcultural nature from the starting point of the impact of culture in organizational development and its effects in communication and human resources management.

General learning outcomes:

Students will develop skills and competencies needed to work in the internacional business environment, based on the cultural impact and the human resources management. They will also acquire a sensibility about the main issues of transcultural management, based on organizational behavior.

Themes and sub-themes of each unit:			
 Introduction. Individuals and organizations dynamics. 1.1 Fundamental concepts 1.2 Organizational behavior system and models. 1.3 Foundation of communication. 1.4 Organizational culture. 1.5 Motivation, evaluation and leadership. 1.6 Participation and empowerment. 1.7 Problems between individuals and organizations. 1.8 Work teams. 1.9 Change management. 	6		
 2. Culture and Development. 2.1 Culture makes always the difference. 2.2 Culture and values 2.3 Cultural dimensions at individual level. 	6		

	24	Cultural dimensions at organizacional level.	10
		Abilities.	10
		Attitudes.	
	-	Knowledge.	10
		Culture and prosperity.	
3.		nparative analysis of Asia, Europe, United Status and n America regions. Case study.	
4.	Hun	nan resources management in a transcultural context.	
	4.1	Training for an exile job and/or incorporation of an expatriate to a working environment.	
	4.2	The process of adaptation to live and/or interact in new cultural contexts	
	4.3	Promote integration and good performance among multicultural working teams.	
	4.4	Productivity and creativity improvement by means of an efficient intercultural communication	
	4.5	Training and transcultural management	4
	4.6	Normative responsibility in a transcultural context.	
	4.7	The impacto f culture in quality perception.	
	4.8	Creation and sustentability of a business corporate culture that values and accept national and international diversity.	
5.	Trai	nscultural Communication.	
	5.1	Improving communication braking barries affecting potencial development.	
	5.2	International business face-to-face relationships.	
		Effective and accepted methods of communication and negotiation .	

Learning activities:			
In class activities:	36		
 Presentations by the instructor Case discussions. Guest speakers Students' final projects presentations 	60		
 Students' independent activities: Previous readings. Homeworks. Exercises and practices. Research projects. 			

Criteria and procedures of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation
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	Dibilography					
	Туре	Title	Author	Editorial	Year	
1	Reference	Managing cultural differences	Harris, Phillip R. Moran Robert T.	Gula Pub. Co.	2000	
2	Reference	Intercultural Communications	Perry, Gaye (Editor).	Coursewise Publishing, Inc	1999	
3	Reference	Understanding Cultural Differences: Germans, French and Americans	Hall, E. & Hall. M	Yarmouth ntercultural Press	1990	
4	Reference	Management in Two Cultures: Bridging the Gap Between the US and Mexican Managers	E. Kras	Yarmouth Intercultural Press	1989	

5	Reference	Culture Matters. How values shape human progress	Lawrence E. Harrison, Samuel P. Huntington (Eds.)	Basic Books	2000
6	Reference	International dimensions of organizacional behavior	Adler, Nancy	USA Wadsworth Co.	2000
7	Referente	Comunicación Intercultural	Hielen McEntee	McGraw- Hill	1998
8	Reference	Transnational Management: text, cases and readings in cross-border management	Christopher Bartlett Sumantra Ghoshal	McGraw- Hill	3ª Ed. 2000
9	Referente	Comportamiento Humano en el Trabajo	Keith Davis, John W. Newstrom	McGraw- Hill	10ª Ed. 1999
10	Website	International Journal of Cross Cultural Management			

Programa: MBA, Technology Management Concentration

Course Name:

Technology Management

Course Code: SI502

Location in the curricular map:

Technology Management concentration

Course description:

This course describes the main topics of the information technology field with focus on management, providing technical and practical elements to obtain information systems that will provide support for the students.

General learning outcomes:

The student will understand the impact and the benefits of the existance of information systems in a company, he/she will have the foundation and tools for strategic plan design and for the optimum use of technology in organizations.

Th	em	es ar	nd sub-themes of each unit:	Hours	
	1.	. The information era.			
		1.1	Information systems for business		
		1.2			
		1.3	Information systems in business		
	2.	Info	rmation Technology.	10	
		2.1	Information Technology in business: hardware.		
		2.2	Information Technology in business: software.		
		2.3	Information Technology in business: webs and tele-		
			communications		
		2.4	Internet, intranets and extranets.		
		2.5	Data and knowledege management		
	3. Information technology in administration.				
		3.1	Information requirements for administrators		
		3.2	Organization of service and information systems.		
3			International and inner-business information systems		
4					
	4.	Plar	ining, acquisition and control.	10	
		4.1	Information systems planning		

- 4.2 Development of systems4.3 Systems acquisition alternatives4.4 Control and security measures

Learning Activities:

 In class activities: Presentations in class by the instructor Case discussion Guest speakers Presentation of end of semester projects by the students 	36
 Student independent activities: Previous readings Homeworks Exercises and practices Research projects 	60

Criteria and procedure of evaluation:

- Final test
- Homeworks and research projects
- Final research project
- Participation

	Туре	Title	Author	Editorial	Year					
1	Text book	Information	Effy Oz	Thomson	2ª Ed.					
		Systems			2002					
		administration								
2	Reference	Using Information	Sawyer / Williams	McGraw-	4ª Ed.					
	book	Technology		Hill	2001					
3	Reference	Database: Design,	Rob / Semaa	McGraw-	2ª Ed.					
	book	development &		Hill	2001					
		deployment								
4	Reference	IT Today		McGraw-	2001					
	book	-		Hill						