



Carleton
UNIVERSITY

SPROTT
SCHOOL OF BUSINESS

CARLETON UNIVERSITY
SPROTT SCHOOL OF BUSINESS
BUSI4406 A
FALL 2020

BUSINESS ANALYTICS

Instructor: Alejandro Ramirez, PhD
Office:
Office Hours: Wednesday 10:00 – 12:00 Hrs.
Email: Alex.Ramirez@Carleton.ca
Phone Number:

TA: TBD
Office Hours: TBD
Email: TBD

Class Times

<i>Section</i>	<i>Day</i>	<i>Time</i>
A	Fridays	14:35 – 17:25 Hrs.

Modality: * Lectures will include synchronous and asynchronous components every week. The instructor will be available to students in a Chat room during the scheduled lecture time.

Pre-requisites & precluded Courses:

Third year standing and BUSI 2400 with a grade of C or higher

COURSE CALENDAR DESCRIPTION FROM THE 2020/2021 UNIVERSITY CALENDAR:

BUSI 4406

Business Analytics

Evolution of Decision Support Systems. Business Intelligence. Data Mining and Warehousing. Web Analytics. Mobile Apps for Business Analytics. Strategic use of Information Systems for Competitive Advantage

COURSE DESCRIPTION:

This course uses the evolution of organizational decision making and the systems that support decision making in organizations to develop a critical view of the use of computers



in organizations. The goal is to understand the role of *Business Analytics* in today organizational environment. It was designed to help you:

- become aware of the present state of knowledge in the areas of Business Intelligence and Business Analytics
- become familiar with academic and non-academic literature in these fields
- develop a personal perspective on emerging theories and their application, current debates, and controversies within these disciplines
- develop analytical and critical skills to deal with these issues (i.e., help you develop, present, and defend arguments)

Approach taken in this Course

Business Analytics continues to be the *buzzword* of the day. Business Analytics is a **data-driven process that provides insight**. It may report on historical information or predictions about future events. The end goal of analytics is to add value through analyses that turn data into information. This course introduces a range of methods and modern technologies that are used in business analytics. We start from where we are all comfortable, MS-Excel, and move into a world of more sophisticated tools that need a different understanding of manipulation of data through tools that are for modelling, visualization, and forecasting.

The instructional approach will include some software demos and illustrate applications of decision support technologies to problems in finance, marketing, manufacturing, services and health care management, and information systems consulting. Students have the opportunity to work on a personal project.

The course introduces recent approaches to managerial decision analysis and support. The student will be exposed to formal methods and specific computer-based tools. The course deals with advanced techniques and tools to support decision making processes.

Learning Outcomes:

The main goal of this course is to provide the students with an understanding of management support capabilities of information technologies to support the function of Business Analytics, and the development of skills to become a business analytics professional. At the conclusion of this course, students will be able to:

- explain the theory of *Bounded Rationality* and its implications on managerial decision making
- demonstrate an understanding of the underlying theories, methods and technologies used in business analytics
- analyse and applied alternate methods for designing, developing, and implementing Business Analytics tools
- identify and justify opportunities for management support systems development and the specific considerations which apply in their effective management
- Become aware of trends and best practices in Business Analytics

Reading(s)/Textbook(s)/Required Materials (incl. technical requirements):

There is an Ares page with access to the reading material for this course. Also available through CU Learn. You are expected to read this material and/or watch the videos assigned before the indicated lecture. These readings and videos are part of the midterm assessment. Students are expected to discuss the relevance and implications of them to Business Analytics.

Additionally students will need to either install the VMWare client in their devices or launch it from their browser to use Sprott's Virtual Desktop Interface through **Carleton's CU Desktop** [<https://cudesktop.carleton.ca/>].

Course Requirements & Methods of Evaluation (including due dates):

[SATISFACTORY IN TERM PERFORMANCE MEANS A STUDENT SUBMITTED ASSIGNMENTS, PARTICIPATED IN THE GROUP PRESENTATION, WROTE THE MIDTERM AND DELIVERED THE COURSE PROJECT]

Your final grade will be composed of the following:

- ✓ **Three Assignments 25%**
 - Decision Style Inventory (5%) due September 24, 2020 by 10:00 PM
 - Excel Assignment (10%) due October 1, 2020 by 10:00 PM
 - SAS Assignment (10%) due November 19, 2020 by 10:00 PM
- ✓ **Group Presentation 5%**
 - Presentation is due online on December 4, 2020 – schedule of presentations will be revealed at the beginning of the session – students shall be ready to present
- ✓ **Take Home Midterm Examination 30%** - October 19-23, 2020 by 10:00 PM
- ✓ **Project 40%**
 - Project Proposal (10%) due November 5, 2020 by 10:00 PM
 - Final Report (30%) due December 23, 2020 by 10:00 PM

There is a CU Learn site for this course. All expected deliverables for this course are expected to be submitted through the site. You will find your feedback there as well. It is important that you visit the site regularly to stay on top of the course's expectations. When communicating with the TA or the instructor, please use the mail service associated with the course or include in your message the course number.

Assignments:

THESE ARE INDIVIDUAL ASSIGNMENTS! That does not mean that you cannot discuss them with your classmates, on the contrary, business analytics is better when you are able to discuss the issues with your peers – collective intelligence is what has moved this field forward. What it means is that you need to do your own analysis and write your own reports. It is one of the most important skills you need to develop in this course. Therefore, once the analysis is finished, write your report considering that it is expected to empower your manager to make decisions. Most of the output generated during your analysis can be included only as appendices, the body of the report only needs to refer to it when absolutely necessary.

Late assignments will be penalized 25% and accepted only within a 24-hour period, after that will be considered missed and tabulated as 0 [Zero].

Group Presentation:

You are expected to form a group of 4 or 5 members in this course. In CU Learn there will be a list of topics of business analytics trends. Topics will be assigned to groups via email. As a group you need to choose, request via email, investigate and make an online 10 minutes presentation on one of those topics. There is a Peer Evaluation component for this presentation.

In Class Midterm Examination:

There will be a take home examination that needs to be submitted in CU Learn. It will be available from 8:00 AM on Monday October 19 until 10:00 PM on Friday October 23.

Individual Course Project:

[This has been a valuable exercise for students in the past. It is a way they have managed to explore with more detail aspects of interest in their disciplines or work environment. Some have even used their family's business to start developing a business analytics strategy]:

Identify a problem, an opportunity or a directive and propose a way to investigate how best use business analytics in that situation. Depending on its scope, the project does not have to fully generate a solution, but it should serve as a starting point to a bigger commitment that you may continue working on your own, after the course ends.

With the advantage of using the Virtual Desktop Infrastructure (VDI), you will have access to MS-Office 2019, SAS and other tools directly on your own device until the end of the term, without any cost.

Prepare a two to three-pages proposal by November 5, 2020. [There are some proposal examples in CU Learn from students in past semesters. Use them to understand the scope of a proposal, not as an expected template of the proposal you need to write.]

- ***If approved***, a final Report of the project and ALL relevant documentation is due on December 23, 2020 at 10:00 PM.
- ***If your proposal is not approved***, you will receive a detailed e-mail message indicating the change of scope of the proposal to be considered; then you may resubmit the updated proposal or prepare a new one. This will be agreed upon on the terms within the e-mail.

Outline*

Session	Date	Topic
1	09/11	<u>THEORIES</u> Welcome – Course Administration – Overview From Decision Making and Support Systems to Business Analytics: A historical introduction
2	09/18	Decision Making, Systems, Modelling, and Support – Business Analytics Concepts, Methodologies, and Technologies: An Overview <u>TOOLS</u> Excel: Opportunities and Limitations Videos: Satisficing, Bounded Rationality, Herbert A. Simon on Bounded Rationality, Henry Mintzberg on Management, Decision Making and Managerial Roles
3	09/25	Data Warehousing & Data Marts – Analyzing Data in Excel 2019 with Business Intelligence Readings: Ramirez 2019 & Ramirez 2020
4	10/02	Data Visualization Excel's Power Query, Power Pivot & Power View Reading: Gattu 2019 Video: Knaflic - How to Improve your Skills in Storytelling with Data
5	10/09	From Excel to SAS – Data Preparation Data Analyses & SAS Enterprise Guide Reading: Jones-Farmer 2019 – available in ARES
6	10/16	Predictive Modelling & SAS Enterprise Miner I
7	10/23	<i>Mid Term Exam</i>
	10/30	<i>Reading Week – No lecture</i>
8	11/06	Predictive Modelling & SAS Enterprise Miner II
9	11/13	Business Forecasting

10	11/20	SAS Forecast Studio
11	11/27	Artificial Intelligence & Expert Systems TRENDS Zoom session: Business Analytics on today's job market
12	12/04	Big Data Emerging Trends – Social Networking & the Cloud Group Presentations

* Note: While every attempt will be made to keep to the schedule listed above, unforeseen circumstances may necessitate modifications throughout the semester.

ADDITIONAL INFORMATION

Course Sharing Websites

Materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).

Required calculator in BUSI course examinations

If you are purchasing a calculator, we recommend any one of the following options: Texas Instruments BA II Plus (including Pro Model), Hewlett Packard HP 12C (including Platinum model), Staples Financial Calculator, Sharp EL-738C & Hewlett Packard HP 10bII

Group work

The Sprott School of Business encourages group assignments in the school for several reasons. They provide you with opportunities to develop and enhance interpersonal, communication, leadership, follower-ship and other group skills. Group assignments are also good for learning integrative skills for putting together a complex task. Your professor may assign one or more group tasks/assignments/projects in this course. Before embarking on a specific problem as a group, it is your responsibility to ensure that the problem is meant to be a group assignment and not an individual one.

In accordance with the Carleton University Undergraduate Calendar (p 34), the letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100	B+ = 77-79	C+ = 67-69	D+ = 57-59
A = 85-89	B = 73-76	C = 63-66	D = 53-56
A - = 80-84	B - = 70-72	C - = 60-62	D - = 50-52
F = Below 50			

Grades entered by Registrar:

WDN = Withdrawn from the course

DEF = Deferred

Academic Regulations

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university's website, here:

<http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/>

Requests for Academic Accommodation

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

Pregnancy obligation

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website:

carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website:

carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Academic Accommodations for Students with Disabilities

If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or pmc@carleton.ca for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with your instructor as soon as possible to ensure accommodation arrangements are made. carleton.ca/pmc

Survivors of Sexual Violence

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and its survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: carleton.ca/sexual-violence-support

Accommodation for Student Activities

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist.

<https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

For more information on academic accommodation, please contact the departmental administrator or visit: students.carleton.ca/course-outline

Academic Integrity

Violations of academic integrity are a serious academic offence. Violations of academic integrity – presenting another’s ideas, arguments, words or images as your own, using unauthorized material, misrepresentation, fabricating or misrepresenting research data, unauthorized co-operation or collaboration or completing work for another student – weaken the quality of the degree and will not be tolerated. Penalties may include; a grade of Failure on the submitted work and/or course; academic probation; a refusal of permission to continue or to register in a specific degree program; suspension from full-time studies; suspension from all studies at Carleton; expulsion from Carleton, amongst others. Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy which is available, along with resources for compliance at: <https://carleton.ca/registrar/academic-integrity/>.

Sprott Student Services

The Sprott student services office, located in 710 Dunton Tower, offers academic advising, study skills advising, and overall academic success support. If you are having a difficult time with this course or others, or just need some guidance on how to successfully complete your Sprott degree, please drop in* any weekday between 8:30am and 4:30pm. Our advisors are happy to discuss grades, course selection, tutoring, concentrations, and will ensure that you get connected with the resources you need to succeed! <http://sprott.carleton.ca/students/undergraduate/learning-support/>

* Note that the office is physically closed. However, e-drop in is available between 8:30-4:30 until social distancing requirements are updated by the Province.

Centre for Student Academic Support

The Centre for Student Academic Support (CSAS) is a centralized collection of learning support services designed to help students achieve their goals and improve their learning both inside and outside the classroom. CSAS offers academic assistance with course content, academic writing and skills development. Visit CSAS on the 4th floor of MacOdrum Library or online at: carleton.ca/csas.

Important Information:

- Students must always retain a hard copy of all work that is submitted.
 - All final grades are subject to the Dean’s approval.
 - For us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid CARLETON address. Therefore, in order to respond to your inquiries, please send all email from your Carleton CMail account. If you do not have or have yet to activate this account, you may wish to do so by visiting <https://carleton.ca/its/get-started/new-students-2/>
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