BUSINESS DRIVEN Information Systems

Seventh Edition

Paige Baltzan



Paige Baltzan

Daniels College of Business, University of Denver

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BUSINESS DRIVEN INFORMATION SYSTEMS, SEVENTH EDITION

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PREFACE

Business Driven Information Systems discusses various business initiatives first and how technology supports those initiatives second. The premise for this unique approach is that business initiatives should drive technology choices. Every discussion first addresses the business needs and then addresses the technology that supports those needs. This text provides the foundation that will enable students to achieve excellence in business, whether they major in operations management, manufacturing, sales, marketing, finance, human resources, accounting, or virtually any other business discipline. Business Driven Information Systems is designed to give students the ability to understand how information technology can be a point of strength for an organization.

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Common business goals associated with information technology projects include reducing costs, improving productivity, improving customer satisfaction and loyalty, creating competitive advantages, streamlining supply chains, supporting global expansion, and so on. Achieving these results is not easy. Implementing a new accounting system or marketing plan is not likely to generate long-term growth or reduce costs across an entire organization. Businesses must undertake enterprisewide initiatives to achieve broad general business goals such as reducing costs. Information technology plays a critical role in deploying such initiatives by facilitating communication and increasing business intelligence. Any individual anticipating a successful career in business, whether it is in accounting, finance, human resources, or operations management, must understand the basics of information technology that can be found in this text.

We have found tremendous success teaching MIS courses by demonstrating the correlation between business and IT. Students who understand the tight correlation between business and IT understand the power of this course. Students learn 10 percent of what they read, 80 percent of what they personally experience, and 90 percent of what they teach others. The business driven approach brings the difficult and often intangible MIS concepts to the student's level and applies them using a hands-on approach to reinforce the concepts. Teaching MIS with a business driven focus helps:

- Add credibility to IT.
- Open students' eyes to IT opportunities.
- Attract majors.
- Engage students.

FORMAT, FEATURES, AND HIGHLIGHTS

Business Driven Information Systems is state of the art in its discussions, presents concepts in an easy-to-understand format, and allows students to be active participants in learning. The dynamic nature of information technology requires all students—more specifically, business students—to be aware of both current and emerging technologies. Students are facing complex subjects and need a clear, concise explanation to be able to understand and use the concepts throughout their careers. By engaging students with numerous case studies, exercises, projects, and questions that enforce concepts, *Business Driven Information Systems* creates a unique learning experience for both faculty and students.

- Audience. Business Driven Information Systems is designed for use in undergraduate or introductory MBA courses in management information systems, which are required in many business administration or management programs as part of the common body of knowledge for all business majors.
- Logical Layout. Students and faculty will find the text well organized, with the topics flowing logically from one chapter to the next. The definition of each term is provided before it is covered in the chapter, and an extensive glossary is included at the back of the text. Each chapter offers a comprehensive opening case study, learning outcomes, closing case studies, key terms, and critical business thinking questions.

xiv Preface

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• **Thorough Explanations.** Complete coverage is provided for each topic that is introduced. Explanations are written so that students can understand the ideas presented and relate them to other concepts.

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- Solid Theoretical Base. The text relies on current theory and practice of information systems as they relate to the business environment. Current academic and professional journals cited throughout the text are found in the Notes at the end of the book—a road map for additional, pertinent readings that can be the basis for learning beyond the scope of the chapters or plug-ins.
- Material to Encourage Discussion. All chapters contain a diverse selection of case studies and individual and group problem-solving activities as they relate to the use of information technology in business. Two comprehensive cases at the end of each chapter reinforce content. These cases encourage students to consider what concepts have been presented and then apply those concepts to a situation they might find in an organization. Different people in an organization can view the same facts from different points of view, and the cases will force students to consider some of those views.
- Flexibility in Teaching and Learning. Although most textbooks that are text-only leave faculty on their own when it comes to choosing cases, *Business Driven Information Systems* goes much further. Several options are provided to faculty with case selections from a variety of sources, including *CIO*, *Harvard Business Journal*, *Wired*, *Forbes*, and *Time*, to name just a few. Therefore, faculty can use the text alone, the text and a complete selection of cases, or anything in between.
- Integrative Themes. Several integrative themes recur throughout the text, which adds integration to the material. Among these themes are value-added techniques and methodologies, ethics and social responsibility, globalization, and competitive advantage. Such topics are essential to gaining a full understanding of the strategies that a business must recognize, formulate, and in turn implement. In addition to addressing these in the chapter material, many illustrations are provided for their relevance to business practice.

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WALKTHROUGH

Learning Outcomes

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Learning Outcomes. These outcomes focus on what students should learn and be able to answer upon completion of the chapter.

section 3.1 | Web 1.0: Ebusiness

LEARNING OUTCOMES

- **3.1** Compare disruptive and sustaining technologies and explain how the Internet and WWW caused business disruption.
- **3.2** Describe ebusiness and its associated advantages.
- **3.3** Compare the four ebusiness models.
- **3.4** Describe the six ebusiness tools for connecting and communicating.

xvi Walkthrough

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Chapter Opening Case Study

Chapter Opening Case Study. To enhance student interest, each chapter begins with an opening case study that highlights an organization that has been time-tested and value-proven in the business world. This feature serves to fortify concepts with relevant examples of outstanding companies. Discussion of the case is threaded throughout the chapter.



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The Fourth Industrial Revolution: The Backdoor to Reengineering Reality

The fourth industrial revolution is here and is going to exponentially change how we live, work, and interact. The fourth industrial revolution is disrupting almost every industry globally and creating massive change at unprecedented speeds. Professor Klaus Schwab, founder and executive chair of the World Economic Forum's latest book, *The Fourth Industrial Revolution*, describes a world where physical, digital, and biological spheres merge. This revolution refers to how new technologies like artificial intelligence, autonomous vehicles, voice recognition, and the Internet of Things are blending our digital and physical worlds. You can expect to see changes in the ways individuals, businesses, and governments operate, ultimately leading to transformations similar to what we witnessed

Walkthrough

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Projects and Case Studies

Case Studies. This text is packed with 27 case studies illustrating how a variety of prominent organizations and businesses have successfully implemented many of this text's concepts. All cases are timely and promote critical thinking. Company profiles are especially appealing and relevant to your students, helping to stir classroom discussion and interest.

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Apply Your Knowledge. At the end of each chapter, you will find several Apply Your Knowledge projects that challenge students to bring the skills they have learned from the chapter to real business problems. There are also 33 Apply Your Knowledge projects on the Connect site that accompanies this text. These projects ask students to use IT tools such as Excel, Access, and Dreamweaver to solve business problems. These projects help to develop the application and problem-solving skills of your students through challenging and creative business-driven scenarios.

APPLY YOUR KNOWLEDGE BUSINESS PROJECTS

PROJECT I Upward Managing Your Boss

Business leaders need to be comfortable with data, MIS, and analytics for the following (primary) reasons:

- The sheer magnitude of the dollars spent on MIS and analytics must be managed to ensure business value.
- Research has consistently shown that when top managers are active in supporting these
 initiatives, they realize a number of benefits, such as gaining a competitive advantage, streamlining business processes, and even transforming entire industries.
- When business leaders are not involved in these initiatives, systems fail, revenue is lost, and entire companies can even fail because of poorly managed systems.

How do companies get managers involved in MIS and analytics? One of the biggest positive factors is managers' personal experience with MIS and analytics along with education, including university classes such as this one. Once managers understand the positive benefits through experience and education, they are more likely to lead their companies in achieving business success.

Your boss does not understand the value of data, MIS, and analytics. In fact, he does not even believe data is required to run a business. Create a 3-minute persuasive presentation demonstrating the relationship between data, MIS, and analytics. Be sure to explain how data is collected from MIS systems and how it is transformed into information and business intelligence and how analytics can be applied to make better decision making. Be creative and have fun!

PROJECT II What Are You Waiting For? Start Your Own Business!

Not long ago, people would call college kids who started businesses quaint. Now they call them the boss. For almost a decade, *Inc.* magazine has been watching college start-ups and posting a list of the nation's top start-ups taking campuses by storm. Helped in part by low-cost technologies and an increased prevalence of entrepreneurship training at the university level, college students—and indeed those even younger—are making solid strides at founding companies. And they're not just launching local pizza shops and fashion boutiques. They are starting up businesses that could scale into much bigger companies and may already cater to a national audience.

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End-of-Chapter Elements

Each chapter contains complete pedagogical support in the form of:

Key Terms. With page numbers referencing where they are discussed in the text.

KEY TERMS

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Algorithm 13 Analytics 12 Anomaly detection 13 Big data 7 Business analytics 12 Business intelligence (BI) 11 Business process 32 Business strategy 23

Chief technology officer (CTO) 22 Chief user experience officer 22 Competitive advantage 23 Competitive intelligence 24 Data 7 Data democratization 18 Knowledge assets 14 Knowledge facilitator 15 Knowledge worker 14 Loyalty program 28 Machine-generated data 7 Machine-generated unstructured data 9 Machine-to-machine

Two Closing Case Studies.

Reinforcing important concepts with prominent examples from businesses and organizations. Discussion questions follow each case study.

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CLOSING CASE ONE

Do You Trust Your Data?

Data is the new oil. Data drives fact-based decisions. As a manager you are going to rely on data to drive your business decisions. Can you imagine making a critical business decision on bad data? Have you ever stopped to ask yourself if you trust your data? What will happen if you make a business decision on incorrect, inaccurate, or low-quality data? Obviously, chances are high you will make the wrong decision, and that is the primary risk when using data to drive your decisions. Here are a few examples of organizations that fell into the trap of making important decisions on incorrect data.

Critical Business Thinking. The best way to learn MIS is to apply it to scenarios and real-world business dilemmas. These projects require students to apply critical thinking skills and chapter concepts to analyze the problems and make recommended business decisions.

CRITICAL BUSINESS THINKING

1. Working for the Best

Each year, Fortune magazine creates a list of the top 100 companies to work for. Find the most recent list. What types of data do you think Fortune analyzed to determine the company ranking? What issues could occur if the analysis of the data was inaccurate? What types of information can you gain by analyzing the list? Create five questions a student performing a job search could answer by analyzing this list.

Walkthrough

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About the Plug-Ins

Located in the Connect product that accompanies this text, the overall goal of the plug-ins is to provide an alternative for faculty who find themselves in the situation of having to purchase an extra book to support Microsoft Office 2010, 2013, or 2016. The plug-ins presented here offer integration with the core chapters and provide critical knowledge using essential business applications, such as Microsoft Excel, Microsoft Access, Dreamweaver, and Microsoft Project. Each plug-in uses hands-on tutorials for comprehension and mastery.

	Plug-In	Description				
	T1. Personal Productivity Using IT	This plug-in covers a number of things to do to keep a personal computer running effectively				
_		and emiciently. The 12 topics covered in this plug-in are:				
		Creding shory passwords. Performing good file management				
		 Implementing effective backup and recovery strategies 				
		 Ilsing zin files 				
		Writing professional emails				
		Stopping spam.				
		Preventing phishing.				
		Detecting spyware.				
		Threads to instant messaging.				
		Increasing PC performance.				
		Using antivirus software.				
		Installing a personal firewall.				

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End-of-Plug-In Elements

Each plug-in contains complete pedagogical support in the form of:

Plug-In Summary. Revisits the plug-in highlights in summary format.

Making Business Decisions. Small scenario-driven projects that help students focus individually on

decision making as they relate to the topical elements in the chapters.

 T2. Basic Skills Using Excel
 This plug-in introduces the basics of using Microsoft Excel, a spreadsheet program for data analysis, along with a few fancy features. The six topics covered in this plug-in are:

 Workbooks and worksheets.
 Working with cells and cell data.

 Printing worksheets.
 Formatting worksheets.

 Formulas.
 Working with charts and graphics.

T4. Decision Making Using Excel	This plug-in examines a few of the advanced business analysis tools used in Microsoft Excel that have the capability to identify patterns, trends, and rules, and create "what-if" models. The four topics covered in this plug-in are: IF Goal Seek Solver Scenario Manager
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Support and Supplemental Material

All of the supplemental material supporting *Business Driven Information Systems* was developed by the author to ensure that you receive accurate, high-quality, and in-depth content. Included is a complete set of materials that will assist students and faculty in accomplishing course objectives.

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Test Bank. This computerized package allows instructors to custom design, save, and generate tests. The test program permits instructors to edit, add, or delete questions from the test banks; analyze test results; and organize a database of tests and students' results.

Instructor's Manual (IM). The IM, written by the author, includes suggestions for designing the course and presenting the material. Each chapter is supported by answers to end-of-chapter questions and problems and suggestions concerning the discussion topics and cases.

PowerPoint Presentations. A set of PowerPoint slides, created by the author, accompanies each chapter and features bulleted items that provide a lecture outline, plus key figures and tables from the text, and detailed teaching notes on each slide.

Image Library. Text figures and tables, as permission allows, are provided in a format by which they can be imported into PowerPoint for class lectures.

Project Files. The author has provided files for all projects that need further support, such as data files.

Assurance of Learning Ready

Many educational institutions today are focused on the notion of *assurance of learning*, an important element of some accreditation standards. *Business Driven Information Systems* is designed specifically to support your assurance of learning initiatives with a simple, yet powerful solution.

Each test bank question for *Business Driven Information Systems* maps to a specific chapter learning outcome/ objective listed in the text. You can use our test bank software, EZ Test and EZ Test Online, or *Connect MIS* to query easily for learning outcomes/objectives that directly relate to the learning objectives for your course. You can then use the reporting features of EZ Test to aggregate student results in similar fashion, making the collection and presentation of assurance of learning data simple and easy.

AACSB Statement

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The McGraw-Hill Companies is a proud corporate member of AACSB International. Understanding the importance and value of AACSB accreditation, *Business Driven Information Systems* recognizes the curricula guidelines detailed in the AACSB standards for business accreditation by connecting selected questions in the test bank to the six general knowledge and skill guidelines in the AACSB standards.

The statements contained in *Business Driven Information Systems* are provided only as a guide for the users of this textbook. The AACSB leaves content coverage and assessment within the purview of individual schools, the mission of the school, and the faculty. Although *Business Driven Information Systems* and the teaching package make no claim of any specific AACSB qualification or evaluation, within *Business Driven Information Systems* we have labeled selected questions according to the six general knowledge and skills areas.

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Apply Your Knowledge

Business Driven Information Systems contains 33 projects that focus on student application of core concepts and tools. These projects can be found on the Connect site.

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_	Project Number	Project Name	Project Type	Plug-In	Focus Area	Project Level	Skill Set	Page Number
	1	Financial Destiny	Excel	T2	Personal Budget	Introductory	Formulas	AYK.3
	2	Cash Flow	Excel	T2	Cash Flow	Introductory	Formulas	AYK.3
	3	Technology Budget	Excel	T1, T2	Hardware and Software	Introductory	Formulas	AYK.3
	4	Tracking Donations	Excel	T2	Employee Relationships	Introductory	Formulas	AYK.3
	5	Convert Currency	Excel	T2	Global Commerce	Introductory	Formulas	AYK.4
	6	Cost Comparison	Excel	T2	Total Cost of Ownership	Introductory	Formulas	AYK.4
	7	Time Management	Excel or Project	T12	Project Management	Introductory	Gantt Charts	AYK.5
	8	Maximize Profit	Excel	T2, T4	Strategic Analysis	Intermediate	Formulas or Solver	AYK.5
	9	Security Analysis	Excel	Т3	Filtering Data	Intermediate	Conditional Formatting, Autofilter, Subtotal	AYK.6
	10	Gathering Data	Excel	T3	Data Analysis	Intermediate	Conditional Formatting	AYK.6
	11	Scanner System	Excel	T2	Strategic Analysis	Intermediate	Formulas	AYK.7
	12	Competitive Pricing	Excel	T2	Profit Maximization	Intermediate	Formulas	AYK.7
	13	Adequate Acquisitions	Excel	T2	Break-Even Analysis	Intermediate	Formulas	AYK.7
	14	Customer Relations	Excel	T3	CRM	Intermediate	PivotTable	AYK.8
	15	Assessing the Value of Information	Excel	Т3	Data Analysis	Intermediate	PivotTable	AYK.8
	16	Growth, Trends, and Forecasts	Excel	T2, T3	Data Forecasting	Advanced	Average, Trend, Growth	AYK.9
	17	Shipping Costs	Excel	T4	SCM	Advanced	Solver	AYK.10
	18	Formatting Grades	Excel	Т3	Data Analysis	Advanced	lf, LookUp	AYK.11

(continued)

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Project Number	Project Name	Project Type	Plug-In	Focus Area	Project Level	Skill Set	Page Number
19	Moving Dilemma	Excel	T2, T3	SCM	Advanced	Absolute vs. Relative Values	AYK.11
20	Operational Efficiencies	Excel	T3	SCM	Advanced	PivotTable	AYK.12
21	Too Much Information	Excel	T3	CRM	Advanced	PivotTable	AYK.12
22	Turnover Rates	Excel	T3	Data Mining	Advanced	PivotTable	AYK.13
23	Vital Information	Excel	T3	Data Mining	Advanced	PivotTable	AYK.13
24	Breaking Even	Excel	T4	Business Analysis	Advanced	Goal Seek	AYK.14
25	Profit Scenario	Excel	T4	Sales Analysis	Advanced	Scenario Manager	AYK.14
26	Electronic Résumés	HTML	T9, T10, T11	Electronic Personal Marketing	Introductory	Structural Tags	AYK.14
27	Gathering Feedback	Dreamweaver	T9, T10, T11	Data Collection	Intermediate	Organization of Information	AYK.15
28	Daily Invoice	Access	T5, T6, T7, T8	Business Analysis	Introductory	Entities, Relationships, and Databases	AYK.15
29	Billing Data	Access	T5, T6, T7, T8	Business Intelligence	Introductory	Entities, Relationships, and Databases	AYK.17
30	Inventory Data	Access	T5, T6, T7, T8	SCM	Intermediate	Entities, Relationships, and Databases	AYK.18
31	Call Center	Access	T5, T6, T7, T8	CRM	Intermediate	Entities, Relationships, and Databases	AYK.19
32	Sales Pipeline	Access	T5, T6, T7, T8	Business Intelligence	Advanced	Entities, Relationships, and Databases	АҮК.20
33	Online Classified Ads	Access	T5, T6, T7, T8	Ecommerce	Advanced	Entities, Relationships, and Databases	АҮК.20

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Stephen Adams Lakeland Community College

Adeyemi A. Adekoya Virginia State University–Petersburg

Joni Adkins Northwest Missouri State University

Chad Anderson University of Nevada–Reno

Anne Arendt Utah Valley University

()

Laura Atkins James Madison University

William Ayen University of Colorado

David Bahn Metropolitan State University–St. Paul

Nick Ball Brigham Young University–Provo

Patrick Bateman Youngstown State University

Terry Begley Creighton University

Craig Beytien University of Colorado–Boulder

Sudip Bhattacharjee University of Connecticut

Meral Binbasioglu Hofstra University

Joseph Blankenship Fairmont State College

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۲

Casey Cegielski Auburn University–Auburn

Amita Chin Virginia Commonwealth University

Steve Clements Eastern Oregon University

Cynthia Corritore Creighton University

Dan Creed Normandale Community College

Don Danner San Francisco State University

Sasha Dekleva DePaul University

Robert Denker Baruch College

Hongwei Du California State University, East Bay

Kevin Duffy Wright State University–Dayton

Annette Easton San Diego State University

Barry Floyd California Polytechnic State University

Valerie Frear Daytona State College

Laura Frost Walsh College

Don Gaber University of Wisconsin–Eau Claire

 \bigcirc

Biswadip Ghosh Metropolitan State College of Denver

Richard Glass Bryant University

Lakshmi Goel University of North Florida

Mark Goudreau Johnson & Wales University

Katie Gray The University of Texas at Austin

Gary Hackbarth Northern Kentucky University

Shu Han Yeshiva University

Peter Haried University of Wisconsin–La Crosse

Rosie Hauck Illinois State University

Jun He University of Michigan–Dearborn

James Henson California State University–Fresno

Terri Holly Indian River State College

Scott Hunsinger Appalachian State University

Ted Hurewitz Rutgers University

Yan Jin Elizabeth City State University

Brian Jones Tennessee Technological University

Acknowledgments

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Robert Judge San Diego State University

B. Kahn Suffolk University

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Rick Kraas Kalamazoo Valley Community College

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Jose Lepervanche Florida State College–Jacksonville

Norman Lewis Wayne State University

Mary Lind North Carolina A&T State University

Steve Loy Eastern Kentucky University

Joan Lumpkin Wright State University–Dayton

()

Linda Lynam University of Central Missouri

Nicole Lytle-Kosola California State University—San Bernardino

Garth MacKenzie University of Maryland University College

Michael Martel Ohio University–Athens

Dana McCann Central Michigan University

David McCue University of Maryland

Lynn McKell Brigham Young University

Patricia McQuaid California Polytechnic State University

Fiona Nah University of Nebraska–Lincoln

Eric Nathan University of Houston Downtown

xxviii Acknowledgments

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۲

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Gang Peng Youngstown State University

Julie Pettus Missouri State University

Craig Piercy University of Georgia

Clint Pires Hamline University

Jennifer Pitts Columbus State University

Carol Pollard Appalachian State University

Lara Preiser-Houy California State Polytechnic University–Pomona

John Quigley East Tennessee State University

Muhammad Razi Western Michigan University

Lisa Rich Athens State University

Russell Robbins University of Pittsburgh

Fred Rodammer Michigan State University

Steve Ross Western Washington University

Mark Schmidt St. Cloud State University

Dana Schwieger Southeast Missouri State University

Darrell Searcy Palm Beach Community College

Jay Shah Texas State University Vijay Shah West Virginia University–Parkersburg

Vivek Shah Texas State University

Jollean Sinclaire Arkansas State University

Changsoo Sohn St. Cloud State University

Toni Somers Wayne State University

Denise Sullivan Westchester Community College

Yi Sun California State University–San Marcos

Mike Tarn Western Michigan University

Mark Thouin The University of Texas at Dallas

Lise Urbaczewski University of Michigan–Dearborn

Hong Wang North Carolina A&T State University

Barbara Warner University of South Florida

Connie Washburn Georgia Perimeter College

Bruce White Quinnipiac University

Raymond Whitney University of Maryland University College

Rosemary Wild California Polytechnic State University

Marie Wright Western Connecticut State University

Yajiong Xue East Carolina University

Ali Yayla Binghamton University

Grace Zhang Midwestern State University

Lin Zhao Purdue University–Calumet

Jeanne Zucker East Tennessee State University

ABOUT THE AUTHOR

Paige Baltzan

۲

Paige Baltzan teaches in the Department of Business Information and Analytics at the Daniels College of Business at the University of Denver. She holds a BSBA specializing in accounting/MIS from Bowling Green State University and an MBA specializing in MIS from the University of Denver. She is a coauthor of several books, including *Business Driven Technology, Essentials of Business Driven Information Systems*, and *I-Series*, and a contributor to *Management Information Systems for the Information Age*.

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Before joining the Daniels College faculty in 1999, Paige spent several years working for a large telecommunications company and an international consulting firm, where she participated in client engagements in the United States as well as South America and Europe.

About the Author

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