



 School of Information Management

BBIS 416 IT BUSINESS DEVELOPMENT

Trimester One 2008

COURSE OUTLINE

Contact Details

Course Coordinator:	Name	Dr Brian M Harmer	
	Room	EA 228	
	Tel	463 5887	Email: brian.harmer@vuw.ac.nz
	Fax	463 5446	
Preferred contact method is email, and every effort will be made to respond within one working day. Face to face meetings by appointment but not on Mondays.			
Administrator	Name	Kim Hann	
	Room	EA121	
	Tel	463 5457	Email: kim.hann@vuw.ac.nz

Class Times and Room Numbers

Meetings from 2pm – 4pm Tuesday in CO523A, tentatively on the following dates

11 March 08

1 April, 08

29 April, 08

6 May, 08

20 May, 08

27 May, 08

Course Objectives

On satisfactory completion of this course, students should be able to:

1. Identify and discuss the nature and importance of Information Systems (IS) for business organizations;
2. Identify and discuss key managerial, organisational, and social issues arising as a consequence of IS selection, implementation and use;
3. Understand and describe the roles of various participants in the successful adoption and implementation and ongoing management of IS in organizational contexts;
4. Discuss in depth, the processes by which Information Systems may be successfully deployed in organizations

Course Content

Week	Topic and discussion leader	SPA due	Assessment Due	Tasks
11 March, 08	Small business and IS - Brian	SPA 1		
1 April, 08	Management of IS - Philip Coffey	SPA 2	Written assignment part 1	
8 April, 08	Growing the business with IS – Frank Hsu	SPA 3		
Mid trimester Break				
29 April, 08	Large Business and IS – Haibo Yang		Written Assignment Part 2	
6 May, 08	Government and IS – Tina Huang	SPA 4		
20 May, 08	Entrepreneurship and IS – Ian YIN	SPA 5	Written Assignment Part 4	
27 May, 08	Innovation and IS - Farhan Ghazali	SPA 6		
3 June, 08			Final Submission	

Expected Workload

The standard model for workloads is 10 hours work per point. We suggest that your workload of 150 hours for this course is broken down as follows:

Activity	As per schedule	Total
Seminars	7 * 2.0	14.0
Reading and session prep	As required	80.0
Written Assessment task and SPAs	As required	56.0
		150.0

We take for granted that you are busy at work (as are we all) and perhaps even with other courses. Commitments external to this course cannot be taken into account as reasons for work not done, or as excuses for assignment extensions.

Group Work

No group assignment is specified for this course

Readings

All readings will be specified by the course coordinator and/or the designated discussion leaders. The list of readings for a session is to be in the hands of the class two weeks before the session at which they are to be discussed.

Materials and Equipment

None required

Assessment Requirements

There are three assessable elements to this course. They are:

1. Session preparation assignments (SPA) (each worth three points, for a combined total of 18% of the overall grade). The precise requirements for each SPA will be generally available at least one week before the due date. Marks will be awarded on the basis of
 - a. Clearly demonstrated understanding of the readings or matter under discussion
 - b. Willingness to engage with the topic and critically review the topic
 - c. Clarity of expression

Addresses objectives 1,2 & 3

2. Class Discussion Leadership. Each member of the class will be allocated one topic in which they are required to identify six relevant readings for the class to read, and thereafter to lead the class in discussion and debate on the topic. Marks will be awarded for:
 - a. Appropriateness of readings
 - b. Thoroughness of preparation for the session
 - c. Demonstrated leadership in managing the discussion
 - d. Ability to draw discussion from fellow class members (an essential skill for any IS practitioner)

Addresses Objective 4

3. Written assignment in the form of a publishable article. Class members are required to select a suitable journal for the article, and to obtain and print out the journal's instructions to authors. Class members will be required to write an article suitable for submission to their nominated journal, in four stages as per the instructions provided for each step. Overall, the work will be graded on the basis of:
 - a. Its originality and contribution (did the author have something new to say)
 - b. The thoroughness and relevance of its literature review
 - c. The analysis and conclusions drawn
 - d. The publishability of the finished article
 - e. Spelling and presentation.

Addresses objectives 1,2,3, & 4

Penalties

Late submissions are not acceptable except with prior agreement from the course coordinator for serious reasons. The marks available for any unauthorised late submission will reduce by 5% per day, and any submission more than a week late will be given a zero grade.

Mandatory Course Requirements

Attendance at ALL sessions is expected

Communication of Additional Information

Communication will be chiefly by email, using the class list.

Faculty of Commerce and Administration Offices

Railway West Wing (RWW) - FCA Student and Academic Services Office

The Faculty's Student and Academic Services Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications. To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

Easterfield (EA) - FCA/Education/Law Kelburn Office

The Kelburn Campus Office for the Faculties of Commerce and Administration, Education and Law is situated in the Easterfield Building on the ground floor (EA005). This counter is the first point of contact for :

- Duty tutors for student contact and advice.

- Information concerning administrative and academic matters.
- Forms for FCA Student and Academic Services (e.g. application for academic transcripts, requests for degree audit, COP requests).
- Examinations-related information during the examination period.

To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar or go to www.victoria.ac.nz/home/about/policy/students.aspx

For information on the following topics, go to the Faculty's website www.victoria.ac.nz/fca under Important Information for Students:

- Academic Grievances
- Student and Staff Conduct
- Meeting the Needs of Students with Impairments
- Student Support

Academic Integrity and Plagiarism

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times. Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words.

Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website: www.victoria.ac.nz/home/studying/plagiarism.html

Manaaki Pihipihinga Programme

Manaaki Pihipihinga is an academic mentoring programme for undergraduate Māori and Pacific students in the Faculties of Commerce and Administration, and Humanities and Social Sciences. Sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14 Kelburn Parade (back courtyard), Room 109D, and Room 210, Level 2, Railway West Wing.

There is also a Pacific Support Coordinator who assists Pacific students by linking them to the services and support they need while studying at Victoria. Another feature of the programme is a support network for Postgraduate students with links to Postgraduate workshops and activities around Campus.

For further information, or to register with the programme, email manaaki-pihipihinga-programme@vuw.ac.nz or phone (04) 463 6015. To contact the Pacific Support Coordinator, email pacific-support-coord@vuw.ac.nz or phone (04) 463 5842.