

School of Information Management

**MIM 501 INFORMATION SYSTEMS & TECHNOLOGIES**

Trimester One 2008

**COURSE OUTLINE**

---

**Contact Details**

<b>Course Coordinator</b>	David Mason
<b>Room</b>	EA 238
<b>Tel.</b>	04 463 7435
<b>Email:</b>	david.mason@vuw.ac.nz

**Class Times and Room Numbers**

Term dates	25 Feb 08 to 01 Jun 08
Day	Mondays
Time	17.40 pm to 19.30pm
Venue	RWW 315

**Course Objectives**

The course's objective is to prepare you to understand, adopt, use and manage IT to help your organisation get ahead and stay ahead of the competition.

This course addresses three basic questions:

*'What is information technology?'*

This fundamental question is explored first to ensure that all students have a foundation exposure to the subject's technical underpinnings. While you will be introduced to a certain amount of technical information here, in fact the key to fluency in information technology per se is to fully understand a small number of core principles, as opposed to master a mountain of technical details. It is the principles we will focus on in this part of the course.

*'Why should a manager care?'*

Information technology management issues span all business functions. From their genesis as automated accounting systems, information systems now lie at the heart of flexible manufacturing systems, point of sale marketing systems, intra and inter organisational communication systems, Internet based information and business systems and corporate strategies that use information as a source of competitive advantage, to name just a few. Given this range of application, information illiteracy has become a serious handicap for many managers, perhaps comparable to not being able to read a financial statement or to having poor interpersonal skills.

*'How are the benefits of IT developed and delivered?'*

In the process of answering this question we will examine a series of topical issues facing information systems professionals and non IS managers alike. From outsourcing the entire IS function, to

international telecommunications, to adopting new technologies, the aim of the course is to help you appreciate the breadth of challenges and opportunities facing practicing IS managers as well as users of information systems.

**Learning Outcomes:**

1. Understand key terms and concepts of information systems;
2. Outline major current developments in IT;
3. Competently discuss key managerial and organisational issues surrounding IS.

**Leadership**

Graduates will gain experience in leading discussions and in coordinating the work of others.

**Communication, Culture and Information Design**

Graduates will be able to locate, analyse, and synthesize material relating to Information Systems.

**Critical thinking and Decision making**

Graduates will be able to analyze and evaluate the concepts and theories underlying information systems and to put forward informed opinions to support organisational decision making.

**Links to Practice**

Graduates will be able to apply the skills and knowledge gained in this course to their sponsoring organisations.

**Course Schedule**

WK	DATE	TOPIC
01	25 Feb	IS and modern business
02	03 Mar	Information Literacy
03	10 Mar	Database/Data warehousing
04	17 Mar	Networks
	24 Mar	- - holiday - -
05	31 Mar	E-commerce
06	07 Apr	Open source and free software
		Mid Trimester Break
07	28 Apr	IT and BPR
08	05 May	IT and ERP
09	12 May	Rightsourcing
10	19 May	Security and Privacy
11	26 May	Exam

**Expected Workload**

For each week of the course, plan to spend two hours in class, plus three to four hours preparing for class. Additional time will be required for completion of course assignments.

**Group Work**

Students will be required to work in pairs to lead seminar discussions. These are worth 10% of course marks and will require eight hours commitment beyond scheduled class time

**Readings**

There is no set text for this course. Students are required to use the library's online databases to source relevant literature.

## **Assessment Requirements**

LEIT Presentation/Report	40%
Seminar Leadership	10%
Participation	10%
Exam	40%

### **Leading Edge Information Technology (LEIT) Report/ Presentation (40%)**

Each student will be allocated a key leading edge technology to research and present.. The student will investigate the topic and prepare a 3,000 word report aimed at a non technical audience. The student will also present this topic to the class.

**Presentation Due: By arrangement  
Before 20 May 08**

### **Seminar Leadership (10%)**

Each week two students will take responsibility for leading a class discussion criticising the topic presented that week. The students will identify at least three questions to be discussed, and lead the rest of the group through a discussion of the issues.

**Due: By arrangement**

### **Weekly Participation (10%)**

Each individual's course participation will be monitored, emphasizing quality, not just quantity or frequency. We expect you to attend every class. Each student every week will locate and analyse a journal article for each week's topic, and come prepared to contribute to the class discussion.

While we prefer volunteers in class discussions we may 'cold call' you at any time. We particularly value the injection of a unique perspective into a discussion, inter-relating various analyses, and drawing together or synthesising things learned from a discussion. Timely and useful questions can also be an effective contribution. Gathering and presenting information beyond the confines of the course readings is also highly valued. Chip shots – brief 'me too' comments that add little to the discussion – are not highly valued.

**Due: Weekly**

### **Test (40%)**

There will an open book test, one and a half hours, in class on the last evening, 26 May 08.

**Test date 26 May 08 in class.**

## **Penalties**

In keeping with standards of professionalism appropriate to this programme, it is expected that deadlines will be honoured. In fairness to students who complete work on time, work submitted after the due date/ time will incur penalties for lateness. The penalty is up to 5% of the report's grade per day (or part thereof) late. Unusual or unforeseeable circumstances (e.g. serious illness, family bereavement) may lead to a waiver of this penalty but need to be discussed with the r coordinator.

Word limits should be adhered to, especially so when they provide a guide to limiting the student's coverage of a topic

## **Mandatory Course Requirements**

There are no mandatory requirements but you are strongly encouraged to attend all course sessions, retrieve the relevant literature, and contribute to discussions.

## **Communication of Additional Information**

Additional information will be communicated to students via the blackboard system

## **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.

## **Notice of Turnitin Use**

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <<http://www.turnitin.com>>. Turnitin is an on-line plagiarism prevention tool which identifies material that may have been copied from other sources including the Internet, books, journals, periodicals or the work of other students. Turnitin is used to assist academic staff in detecting misreferencing, misquotation, and the inclusion of unattributed material, which may be forms of cheating or plagiarism. *At the discretion of the School, handwritten work may be copy typed by the School and subject to checking by Turnitin.* You are strongly advised to check with your tutor or the course coordinator if you are uncertain about how to use and cite material from other sources. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

## **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](http://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](http://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](http://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](mailto:manaaki-pihipihinga-programme@vuw.ac.nz) or phone (04) 463 6015. To contact the Pacific Support Coordinator, email [pacific-support-coord@vuw.ac.nz](mailto:pacific-support-coord@vuw.ac.nz) or phone (04) 463 5842.