

FACULTY OF COMMERCE AND ADMINISTRATION  
 STUDENT AND ACADEMIC SERVICES


**Course Outline Approval Form**  
 (Please complete one of these forms for each course)

Course Code (not CRN) <b>MMIM 501</b>	Trimester taught
<b>1</b>	
Course Title <b>Communications and Critical Thinking in Information Management</b>	
Course Coordinator Name (please print) <b>Dr Lalita Rajasingham</b>	
Scrutineer Name (please print) <b>Dr David Mason</b>	

We confirm that the Outline for the above course meets Faculty and University requirements as set out in the Course Outline Template, and as described in detail in the Assessment Handbook 2006, Section 3 *Course Outlines*.

Please note in particular paragraph 3.4 of the 2006 Assessment Handbook, that each course outline must be carefully checked and signed off as correct by another academic staff member (the scrutineer).

Please ensure that this completed form is sent, duly signed, to Anthea O'Sullivan, Room RWW111, by Friday 6 March 2009 for First Trimester courses.

Signed.....  (Course Coordinator)	Signed..... David Mason (Scrutineer)
Date..... 12/1/09	Date..... 12 Jan 09



School of Information Management

# MIM 501 Communications and Critical Thinking in Information Management

Trimester One 2009

## COURSE OUTLINE

### Names and Contact Details

<b>Course Coordinator and Instructor:</b>	<b>Name</b>	Associate Professor Lalita Rajasingham	
	<b>Room</b>	EA 215	
	<b>Tel</b>	463 5266	Email: <a href="mailto:lalita.rajasingham@vuw.ac.nz">lalita.rajasingham@vuw.ac.nz</a>
	<b>Fax</b>	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		
<b>Co-Instructor:</b>	<b>Name</b>	Dr Brian Harmer	
	<b>Room</b>	EA 228	
	<b>Tel</b>	463 5887	Email: <a href="mailto:brian.harmer@vuw.ac.nz">brian.harmer@vuw.ac.nz</a>
Preferred contact method is email, and every effort will be made to respond within one working day. Face to face meetings by appointment			
<b>Programme Administrator</b>	Tiso Ross		
	<b>Room</b>	EA 121	
	<b>Tel</b>	463 5309	Email: <a href="mailto:tiso.ross@vuw.ac.nz">tiso.ross@vuw.ac.nz</a>
<b>Class Times</b>	Monday: 5.40-7.30		
<b>Room Number</b>	RWW 414		

### Course Content

DATE	TOPIC	
	<b>PART 1 Metatheories (Message design) and Levels of Communications</b>	
2 March	Overview of course; explanation of assessments, assignments, marking criteria. Communications, Critical Thinking and Information Theory	

9 March	Cybernetics, Systems Theory and Levels of Communications	
16 March	Intrapersonal communications, meaning analysis and critical thinking	
23 March	Interpersonal communications and principles of critical reasoning	
30 March	Group communications and critical thinking. Critique in terms of Janis' hypothesis of Group Think, Hirokawa's hypothesis of Faulty Group Decision Making and Bales' Interaction Process analysis.	
6 April	National communications and critical thinking. Analysis of evidence. The Frankfurt School and theories of the social construction of reality; Globalisation, Localisation and Critical Thinking.	
13-26 April	<b>Mid-trimester break</b>	
27 April	Social Identification Theory (Tajfel & Turner) – what it means to belong, and how that impacts on our approach to others.	
4 May	Social Network Theory (Barnes) – relationships and connections	
11 May	Structuration Theory (Giddens) and Adaptive Structuration Theory (De Sanctis & Poole) Why are things the way they are in the organization, and what is the process by which things change?	
18 May	Unified theory of acceptance and use of technology (Venkatesh et al)	
25 May	Media Richness Theory (Daft & Lengel) Summary and Conclusion – How do we apply all this “theoretical stuff” in real life?	

### Course Objectives

The course objective is to enable you to apply the principles of communications and critical thinking at levels that range from the intrapersonal to the global with special reference to communications and information management that are mediated through information technology. With the exponential growth of information, there is a need for some critical approach to managing all this new information. The aim of this course is to seek to provide such an approach in the hierarchy of communication contexts and levels reflecting the principles of critical thinking that is mostly subjective, context driven and based on that most elusive phenomenon, human communications.

## **Learning Objectives**

At the end of the course graduates will be able to:

- to apply the principles of communications and critical thinking at levels that range from the intrapersonal to the global with special reference to communications mediated through information technology
- Identify, analyse and evaluate concepts, ideas and situations as they relate to communications, culture and management using traditional and modern technologies in order to inform and persuade colleagues, clients, the wider business community, and domestic and global audiences
- Demonstrate sound written, oral and visual communications skills for evidence-led decision making based on the fundamental principles of domain-general critical thinking that include understanding the logical connections between ideas, and construct arguments using appropriate media for problem solving
- Select appropriate media to parallel relevant communications theories and empirical advances in information technologies
- Apply relevant theoretical concepts and frameworks to your own workplace, and recommend appropriate implementation strategies for their adoption into your organisation

## **Expected Workload**

Typically, students should plan to spend 12.5 hours per week on any 15 point course. Two hours are spent in seminars and the remainder of the time is available for assigned readings, completion of assignments, preparation for presentations and browsing the Web for additional readings and resources to enrich the topics covered

## **Readings**

There is no set text for this course. However, significant readings will be suggested. You are required to use the Library's texts on closed reserve and online databases. You are strongly advised to use a good search engine eg. Google and Google Scholar to access up to date material. These should be shared on Blackboard.

## **Materials and Equipment**

It is expected that students will have ready access to a personal computer as well as Internet access. This will be necessary for receiving and sending course-related email, and for accessing course information on Blackboard.

## **Assessment Requirements**

This course is internally assessed. All assignments relate to the course objectives, learning objectives seminars and readings.

Written Assignment 30% (2000 words) **Due: 23 March**

Class presentation 30%(15 minutes plus 5 minutes discussion) **Due: Saturday 11 April**  
Written assignment demonstrating critical thinking on a management issue in a real-life organisation 40 % (4000 words) **Due: 5 June**

### **Marking Criteria:**

- Content (breadth and depth of treatment)
- Style (presentation, format, syntax, referencing etc)
- Organisation (structure of argument/thesis)
- Impact (on reader, audience, and for publication)

### **Penalties**

In keeping with the standards of professionalism, it is expected that deadlines, time limits and word counts will be adhered to. Late submissions are not acceptable unless they have been agreed with the coordinator prior to the date on which they are due. Unsignalled lateness will result in the available marks being reduced by 5% per day, and for class presentations, and 2% per minute for exceeding the time limit.

### **Mandatory Course Requirements**

Students must submit all required assessment tasks and obtain a pass grade (C) for each. Grading schedule: 85-100% A+; 80-84% A; 75-79% A-; 70-74% B+; 65-69% B; 60-64% B-; 55-59% C+; 50-54% C (pass grade); 40-49% D; 0-40% E.

### **Communication of Additional Information**

Teaching materials will be made available under the course resources section of the relevant course in Blackboard. Students who do not habitually use their VUW student address should contact ITS so that their student account will automatically forward messages from Blackboard to whatever email address is in common use by the student.

### **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.

## Use of Turnitin

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 Head of 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: including the work of others will not be considered plagiarism as long as the work 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 penalised 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.