
School of Information Management

**MMIM 501 COMMUNICATION AND CRITICAL
THINKING IN INFORMATION MANAGEMENT**

Trimester One 2012

COURSE OUTLINE

Names and Contact Details

Course Coordinator:	Name	Dr. Brian M Harmer	
	Room	(none)	
	Tel	-	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 (usually on a Monday afternoon.) Dr Harmer will be available for ad hoc meetings on Mondays between 3:30 pm and 5 pm on L5 of Rutherford house (inquire at reception)			
Programme Coordinator	Ms Christine King		
	Room	RH 521	
	Tel	463 5875	Email Chris.king@vuw.ac.nz

Trimester Dates

From Monday 5 March to Friday 15 June

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 16 March 2012.
2. The standard last date for withdrawal from this course is Friday 18 May. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' including supporting documentation

The application form is available from either of the Faculty's Student Customer Service Desks.

Class Times and Room Numbers

Seminars are conducted on the Monday evenings of the first trimester in RH G03. The session times are from 5:40pm to 7:20 pm.

Course Content

<i>Date</i>	<i>Topic</i>	<i>Milestones/Assignments due</i>
<i>March 5</i>	<i>Introduction to the academic process Exploration of how to find academic resources Exploration of academic writing</i>	
<i>March 12</i>	<i>Exploring Critical thinking</i>	<i>SPA01</i>
<i>March 19</i>	<i>Foundational theories of communication</i>	<i>SPA02</i>
<i>March 26</i>	<i>Theories of Identity</i>	<i>SPA03</i>
<i>April 2</i>	<i>Theories of Adoption and Adaptation</i>	<i>SPA04</i>
<i>Mid trimester break</i>		
<i>April 23</i>	<i>Communications for Persuasion</i>	<i>SPA05 First major written assignment due e-Portfolios in process to be submitted</i>
<i>April 30</i>	<i>Guest Lecture – Communications – the technical environment</i>	<i>SPA06</i>
<i>May 7</i>	<i>Communications in the context of Information Management</i>	<i>SPA07</i>
<i>May 14</i>		<i>SPA08</i>
<i>May 21</i>	<i>Management and resolution of Conflict</i>	<i>SPA09</i>
<i>May 28</i>	<i>Summary and Conclusion</i>	<i>SPA10</i>
<i>June 15</i>		<i>Second written assignment due e-Portfolio to be submitted</i>

Course Learning Objectives

On successful completion of the course, students will have enhanced their ability to use critical and creative thinking. This will be demonstrated through their ability to assess the utility of relevant theoretical concepts to their workplace, to provide creative solutions, and to recommend appropriate implementation strategies.

On successful completion of the course, students will have developed their communication capability. They will demonstrate this by their ability to convey key information management and information systems concepts concisely and effectively in the most appropriate channels.

Course Learning Outcomes

The primary focus of the course is to provide a general manager's and entrepreneur's perspective on the application of current information management thinking to business and to the not-for-profit sector. By the end of this course students should be able to:

1. Recognise and use opportunities to use critical thinking skills for problem solving.
2. Recognise and use opportunities for effective organizational communication with or without the assistance of appropriate technology. .
3. Effectively participate in management decision-making concerning the critical assessment of activities in the IS field

4. Evaluate the opportunities for critical thinking skills and IS assisted communication in the management of organizations in New Zealand.
5. Demonstrate masters-level understanding of the subject through the ability to think critically about abstract management issues and to communicate those understandings effectively and efficiently.

Course Delivery

This course is conducted using the seminar approach. For the purposes of this course, a seminar is defined as

“a meeting for the purpose of examining some field of academic study, in which all of the participants have done the necessary reading to prepare themselves to participate fully in the discussion, under the leadership of an academic member of staff.”

There is no place for shyness in a seminar situation, and you **will** be called upon to express your point of view on the matters being discussed, and to put it in the context of what you have read. If you haven't done the preparation, you will let yourselves and other member of the class down. These are not lectures. You are putting the knowledge together for yourselves.

These are **not** lectures, and the learning and teaching process is **not** one in which the course coordinator provides a quantum of knowledge for you to read and remember. It is an interactive process of discovery and making connections based on what you have read, and on what you and your classmates discuss in these sessions. If you miss a class, you miss the chance to make those connections. Any sessions resources provided online will be no substitute for the experience of classroom participation and learning.

Expected Workload

Participants are expected to attend **all** sessions (2 hours each), and to participate in the class exploration of the assigned readings for each of the seminars. There are two significant written assessment items, and preparation for all of the assigned readings, and the exploration for the whole will be done using an ePortfolio.

The university typically expects students to spend 150 hours of time for **each** 15 point course.

For the *average* student in this course, this amounts to approximately eight hours per week of reading and thinking for each paper, over and above time spent in seminars and doing assignment work. If reading densely written material in academic English does not come easily to you, this could take longer.

Group Work

There is no assessable group work in this course, though you will be asked to work and discuss things in groups in the classroom.

Readings

There is no required text to purchase for this course.

You will be asked to read, and subsequently discuss in class, a considerable number of articles from academic and practitioner journals, almost all of which will be available online, usually through Proquest. Typically there will be three per week. The articles to be read will be identified through the weekly course resources provided on “Blackboard”, and these will be made visible the week prior to their being discussed.

You will need to be able to search effectively using search engines such as Proquest, and Google Scholar.

If, like most students, you choose to print the electronically available articles, this will be at your own cost.

Materials and Equipment

No special materials or equipment are required. It is assumed that all students have extensive access to an Internet connected computer with sufficient time and resources to access all nominated readings. It is also expected that students will check their emails, and the Blackboard resources regularly.

Assessment Requirements

Student learning will be assessed in a variety of ways:

1. Session Preparation Assignments (10 assignments each worth up to 2% of final grade) **due prior to the commencement of the class** the week following its being set. These will be set in weeks 2 through 11 of the course (none due on first night). Late submissions without prior arrangement will not be marked, and in no circumstances, will extensions be granted beyond the following class. (Learning outcomes 1,2,5)
2. The creation and maintenance of an ePortfolio of which at least one view complies with the assessment specification and which is made accessible to the coordinator for assessment purposes 20% of final grade. This is expected to be made available as it is constructed. It is expected that the SPAs will form part of this, and that the ePortfolio will be assessable from the end of week 1 (learning outcomes 1, 5).
3. Two written essays, each of approximately 3,000 words (Each worth 25% of final grade). The first is **due** on Monday 23rd April, and the second is **due** on Friday 15th June (learning outcomes 1,2,3,4,5)
4. Effective participation in all aspects of all classes including discussions during seminars and on the various communication channels as prescribed. This will be based on the observations of the course coordinator. (10% of final grade)

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

The following note should be included in every course outline:

Quality Assurance Note

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Examinations

There are no examinations for this course.

Penalties

Assignments submitted after their due date without prior extension being granted will reduce the possible score by 5% for each day late. Major tasks that are significantly smaller than the specified word limit will have their maximum possible score reduced in proportion to the

shortfall. Thus, something that is half the specified size will be eligible for up to 50% of the specified grade. If work is significantly over size, no marks will be given for anything beyond the point at which the word limit is reached.

Communication of Additional Information

Use of Turnitin

You **will** be required to submit major assessment items, especially the two written essays provided for assessment in this course, for checking of academic integrity by the electronic search engine <http://www.turnitin.com>. Smaller items may be checked on a random basis, or if the marker has any reason to doubt the originality of submitted work.

Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. We have no problem with you including a modest amount of other people's work **provided** that you acknowledge the source of every such instance. Unacknowledged copying is a serious problem.

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.

For the following important information follow the links provided:

Academic Integrity and Plagiarism

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

General University Policies and Statutes

- Find key dates, explanations of grades and other useful information at www.victoria.ac.nz/home/study
- Find out about academic progress and restricted enrolment at <http://www.victoria.ac.nz/home/study/academic-progress.aspx>
- The University's statutes and policies are available at www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the Calendar webpage at <http://www.victoria.ac.nz/home/study/calendar.aspx> (See Section C).
- Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support

http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx

Faculty of Commerce and Administration Offices

<http://www.victoria.ac.nz/fca/studenthelp/>

Te Putahi Atawhai - Maori and Pacific Mentoring Programme

<http://www.victoria.ac.nz/tpa/>