

School of Information Management

BBIS 302 – Ethical and Legal Issues

Trimester 2 2013

COURSE OUTLINE

Names and Contact Details

David Johnstone (Course Co-ordinator), david.johnstone@vuw.ac.nz

Room: RH431, Phone: (04) 463 5877

For appointments, please contact me by email to arrange a time.

Course Information

Credits: 15 points

Pre-requisite: 30 x 200-level INFO or ELCM points

Lectures: Mondays, 12:40 – 14:30, in GBG07 (Government Buildings)

Teaching Period: Monday 15 July – Friday 18 October, 2013

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 26 July 2013.
2. The standard last date for withdrawal from this course is **Friday 27 September**. 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.

Readings

There is no textbook for this course. Materials for assessments and other purposes will be posted as required on Blackboard, though some material may be handed out in class.

Course Delivery

Course delivery is based around lectures, class discussions, presentations, and material presented through Blackboard.

Course Schedule

BBIS 302 – Classes			2013 / 2
Date	Topic	SPAs	Presentations
15 July	Course overview. Ethics: concepts & theories		
22 July	Evaluating ethical issues	SPA-1	
29 July	Privacy	SPA-2	Group 1
5 Aug	Equity, access & work	SPA-3	Group 2
12 Aug	Community & identity	SPA-4	
19 Aug	Case study test - 1		
Mid-Trimester Break			
9 Sept	Security & whistleblowing	SPA-5	
16 Sept	Regulation & legislation	SPA-6	
23 Sept	Computer & internet crime	SPA-7	Group 3
30 Sept	Contract law & IT	SPA-8	Group 4
7 Oct	Professional ethics (IT-workers, users & organisations)	SPA-9	
14 Oct	Case study test - 2		

Course Learning Objectives

The course objectives are expressed in the table below.

Objective	On completion of this course, students will be able to:
a	Understand the reciprocal impact of Business Information Systems on legal and ethical issues in organisations and society.
b	Discuss some of the important ethical principles that regulate our relationships and how those influence society's legislative response to information and communications technological developments.
c	Understand a range of legal issues in information management, why they are important, what Information Managers should be doing about them, and what the consequences are for managers in business and government.
d	Evaluate the opportunities and limitations that this legislation places upon managers both within New Zealand and elsewhere.

Assessment Activities

(a) Session Preparation Assignments (SPAs)

Each week, over 9 weeks of the course, students will be provided with short readings outlining ethical and legal issues – often based on recent events. Students will be asked questions about the reading, and answers will be submitted (by email to the Course Coordinator) by 5pm on the Sunday before the class on Monday. Time will be set aside to discuss the questions in class.

(b) Group presentation

Students will be divided into groups of three (depending on final student numbers in the class) and each group will be assigned an academic paper relevant to the course topics. The presentation will be given in class time and must involve all members of the group. The presentation will focus on what the paper is saying, how well it is said, what contributions it makes, and what implications there are for the field of IT-related ethics and law. The presentation will finish with questions presented to the class for discussion.

(c) Case study tests

There will be two tests, one mid-term and the other end-term. For each test, a case study will be given to students approximately one week before the test, enabling preliminary study into the ethical and legal issues that the case study may raise. Each test will be open book, with questions based on the case study.

Expected Workload

Students are expected to work 150 hours for this course. Times will vary for individuals, but the following breakdown presents one estimate of how that time may be broken down:

Attending classes: 24 hours (2 hours each for 12 sessions)
Preparing SPAs: 36 hours (4 hours each for 9 SPAs)
Preparing for group presentation: 20 hours
Preparing for two case study tests: 50 hours (25 hours each for 2 tests)
General reading, study and class preparation: 20 hours

Assessment Requirements

Assessed item	%	Learning Objectives
Session Preparation Assignments (9 written assignments x 3% + 3% for participation in class discussions)	30	a, b, c
Group presentation on article review	20	a, b, c, d
Case study test 1	25	a, b, c, d
Case study test 2	25	a, b, c, d

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 FCom 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 is no final examination for this course.

Penalties

- (a) SPAs not received by 5pm on the Sunday before class will not be marked.
- (b) Any student who is not present when their group is presenting will not receive any credit for this assessment.
- (c) Any student who is not present to sit either case study test will not receive any credit for the assessment.

NOTE: In the event of bereavement or prolonged illness affecting your ability to meet a deadline or attend a class assessment, it is essential that you discuss your situation with the Course Coordinator

(where possible, before the assessment deadline/class). You must verify your claim, e.g. produce a medical certificate. In doing so, you consent to your supporting documentation being checked by the Course Coordinator.

Mandatory Course Requirements

It is expected that students will attend all classes, where possible. NOTE: An attendance register will be kept. To pass the course, each student must gain a weighted average of at least 50% across all assessments.

Class Representative

A class representative can be elected in the first class, and that person's name and contact details made available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Communication of Additional Information

Face-to-face, email and blackboard are the primary communication devices for this course. It is a small course and cohort – you cannot hide!

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 compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. 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 Office

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

Te Putahi Atawhai: Maori and Pacific Mentoring Programme

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