

School of Information Management

MMIM 571

Legal and Ethical Issues in Information Management

CRN 9650 (Wellington)

CRN 27317 (Auckland)

Trimester 2 2015

COURSE OUTLINE

Names and Contact Details

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

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Course Information

Credits: 15 points

Lectures: Mondays, 17:40 – 19:30

Teaching Period: Monday 13 July – Friday 16 October, 2015

Auckland Campus

Venue: Room 410, 50 Kitchener St, The Chancery (Level 4) Entry on Kitchener Street/Bacons Lane corner

Wellington Campus

Venue: Room 201, 10 Wai-te-ata Rd (Kelburn Campus)

IMPORTANT: Because of the use of blended learning technology, this class will be held in a special-purpose room that is up on the **Kelburn campus**. Wai-te-ata Rd is at the back of the campus (from the perspective of standing on Kelburn Parade). There are a number of university-owned houses down a bank from the road, and their numbers are signposted along the road. No. 10 is one of them.

You can check the map of the campus (<http://www.victoria.ac.nz/students/new-students/start/finding-your-way-around/kelburn-campus-map.pdf>) and see that Kelburn Parade is at the top and Wai-te-ata Rd is at the bottom.

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before **Friday, 24 July, 2015**.
2. The standard last date for withdrawal from this course is **Friday, 25 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' form, including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks or [online](#).

Prescription

Laws and ethics relating to the management and use of information and information systems. Topics will be selected from: contract management, privacy and confidential information, intellectual property, electronic commerce, systems integrity, the regulatory environment, service provider liability, and telecommunications and Internet issues. Note: This course offers a blend of face-to-face and virtual engagement and is suitable for both Auckland and Wellington based students.

Readings

There is no textbook for this course. Materials for assessments and other purposes will either be posted directly on Blackboard, or provided indirectly via the Internet.

Course Delivery

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

Course Schedule

MMIM 571 – Classes			2015
Week	Date	Topic	SPAs
1	13 July	Course overview. Concepts of ethics	
2	20 July	Ethical Analysis-1; Equity, access & work	SPA-1
3	27 July	Ethical Analysis-2; Community & Identity	SPA-2
4	3 Aug	Presentation-1; Privacy-1	SPA-3
5	10 Aug	Presentation-2; Privacy-2	SPA-4
6	17 Aug	Presentation-3; Whistleblowing	SPA-5
Mid-Trimester Break			
7	7 Sept	Presentation-4; Intellectual property	SPA-6
8	14 Sept	Presentation-5; Regulation & legislation	SPA-7
9	21 Sept	Presentation-6 Contract law & IT	SPA-8
10	28 Sept	Presentation-7; Computer & internet crime	SPA-9
11	5 Oct	In class TEST	
12	12 Oct	Professional ethics (IT-workers, users & organisations)	

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 a topic highlighting ethical and legal issues – often based on recent events. Typically, students will be given a 'starter' reading and a set of questions to answer. Students will be expected to use the Internet to search for additional information. Answers are to be submitted (via Blackboard) by 10pm on the Sunday before the class on Monday. **The required length for SPAs is 1-2 pages.** Time will be set aside to discuss the questions in class.

(b) Article Summary, Critique and Presentation

Students will be divided into pairs, and each pair will be assigned an academic paper relevant to the course. The paper is to be summarised (key points), critiqued and presented to the class, based on a series of questions provided.

(c) Class Test

One or more readings will be given to students approximately one week before the test, enabling preliminary study into the ethical and legal issues that the reading may introduce. The test will be open book, with questions based mostly on ethical analysis that is frequently employed in the SPAs.

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: 45 hours (5 hours each for 9 SPAs)
 Preparing article summary, critique & presentation:25 hours
 Preparing for class test: 30 hours
 General reading, study and class preparation: 26 hours

Assessment Requirements

The Assessment Handbook will apply to all VUW courses: see

<http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>.

Assessed item	%	Learning Objectives
SPAs: Session Preparation Assignments (best 8 written assignments x 5%)	40	a, b, c, d
Article Summary, Critique and Presentation	20	a, b, c
Class Test	40	a, b, c, d

Quality Assurance Note to Students

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 academic audit. The findings may be used to inform changes aimed at improving the quality of VBS 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.

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. To pass the course, each student must gain a weighted average of at least 50% overall across the combined assessments.

If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat. Any student who is concerned that they have been, or might be, unable to meet any of the mandatory course requirements because of exceptional personal circumstances, should contact the course coordinator as soon as possible.

Communication of Additional Information

Face-to-face, email and blackboard are the primary communication devices for this course.

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.

Student Feedback

Student feedback on University courses may be found at

www.cad.vuw.ac.nz/feedback/feedback_display.php

Link to General Information

For general information about course-related matters, go to:

<http://www.victoria.ac.nz/vbs/studenthelp/general-course-information>
