



The University of New South Wales
School of Information Systems, Technology and Management

INFS 5988 Business Information Systems Course Outline Session 2, 2004

This subject aims to provide a comprehensive introduction to the use and management of information systems (IS) in business. Students will have the opportunity to develop their knowledge and understanding of the role of IS in organizations, study relevant and current topics to the area, and examine the components that interact within IS. This subject also encourages students to consider ethical practices related to the development and use of IS.

OBJECTIVES

- Introduce postgraduates to the fundamentals of managing IS, as well as to the up-to-date topics such as electronic commerce, electronic business and the internet,
- Encourage students to apply what they learn from the course to real-world cases,
- Involve course activities in such a way as to promote students' interpersonal communication and project management skills, and create awareness of the ethics / social implications / professional practice of managing IS.

PREREQUISITES

This course has no prerequisites.

This course is a prerequisite for INFS5848, INFS5885, INFS5905, INFS5953, INFS5983, INFS5989, INFS5991.

STAFF

	Office	Email
Lecturer in charge: Dr. Denise Tolhurst	QUAD2086	d.tolhurst@unsw.edu.au

Consultation times: Tuesday 4:30 –5:30pm during session weeks, at other times by arrangement.

Note: Email messages should be sent using your student email account. Email from other accounts (eg. yahoo, hotmail) will not receive a response.

LECTURE SCHEDULE

Tuesday 6pm-9pm in the Physics Theatre

LEARNING EXPERIENCES

Information Systems is a discipline undergoing continuous change. Technologies and practices change frequently and those of us involved in the areas of information technology and information management need to be able to understand fundamental IS concepts and to relate them to changes as they occur. This course aims to prepare students for an area experiencing rapid change, helping to develop flexible and independent learning approaches. Students will be expected to:

- complete the preparatory work every week,
- attend class every week
- undertake weekly readings
- take notes during classes and keep them organised
- reflect on work and progress in the course
- complete and hand-in assignments on-time
- manage their own time effectively (hint: develop a weekly plan and a session plan)
- take responsibility learning and become self-reliant
- work as a team-player in group activities in class and the group assignment
- prepare and present clearly expressed work of a professional standard
- acknowledge sources and properly reference using an acknowledged method (Harvard or APA)
- engage with the discipline, think about and question ideas
- support arguments with evidence

Workload: The university considers that a course represents 10 hours per week of work overall. This means that it is expected students will, on average, undertake approximately 7 hours of work per week outside formal class time.

ASSESSMENT

Component	Percentage	Date Due
• Individual assignment	20%	Dates to be specified
• Case Study Assignment	30%	Week 11
• Final Examination	50%	Examination Period

1. Individual Assignment

An assignment will be distributed early in the semester that specifies an individual assignment. It is intended that the individual assignment will allow students to demonstrate their skills in researching a topic using multiple sources, integrating ideas and communicating findings.

2. Case Study Assignment

An assignment description will be distributed early in the semester that specifies a group assignment. The assignment will require students to work in groups of four. It is intended that the group assignment will assist students to develop collaborative team-based skills.

3. Examination

A two-hour closed-book examination will be held during the examination period. Details of the format and expectations regarding the examination will be provided in the week 14 class. The examination will include multiple choice questions, short answer questions and case study questions. To be assured of a pass in the course students must pass the final examination.

General Assessment issues

- In order to pass the course, satisfactory performance is expected in each component of the assessment. (NOTE: A mark of 45 percent or lower in a component of the course would normally be regarded as unsatisfactory). Low marks in one component may be offset by a very good mark in another.
- Each component of the course may be scaled.
- To be assured of a pass in the course students must pass the final examination.
- To pass the course an overall mark of 50% must be attained.
- ALL work submitted is expected to be clear, accurate, well structured, grammatically correct, neat work which does not contain spelling errors. All submitted work should be suitable for presentation to senior management in an organisation.
- All work submitted must have a title page attached (see last pages of printed outline). A printable version can be downloaded from the website. Pages should be top-left corner stapled. Please do not submit work in a plastic sleeve unless a disk needs to be submitted with printed materials.
- Assignments are due on the day of your class in the week specified. Any hand-in work is due at the beginning of class.
- Late submission of work will incur a penalty of 10 percent of the possible mark per day. An extension in the time of submission will only be granted under exceptional circumstances by the lecturer-in-charge, and should be sought before the due date. In all cases documented evidence must be provided.

SCHOOL POLICIES

Refer to the School of Information Systems, Technology and Management web site for information on School Policies:

<http://sistm.web.unsw.edu.au/student/schoolpolicies.html>

It is your responsibility to make sure that you are aware of, and understand, these policies.

STATEMENT OF ACADEMIC MISCONDUCT FROM THE UNIVERSITY CALENDAR

Students are reminded that the University regards academic misconduct as a very serious matter. Students found guilty of academic misconduct are usually excluded from the University for 2 years. Because of the circumstances in individual cases, the period of exclusion can range from one session to permanent exclusion from the University.

The following are some of the actions that have resulted in students being found guilty of academic misconduct in recent years:

1. taking unauthorised materials into an examination;
2. submitting work for assessment knowing it to be the work of another person;
3. improperly obtaining prior knowledge of an examination paper and using that knowledge in the examination;

4. failing to acknowledge the source of material in an assignment.

PLAGIARISM

Student discussion and comparison of the ideas and concepts raised in this course is encouraged. However, students may not submit the work of anyone else in an individual assignment unless full credit for the source is given. Use of another person's work from any source without proper acknowledgement is considered to be plagiarism — this is a serious academic offence. In the case of group work, any material from outside the group should also be referenced and credited to the appropriate author.

Check information on the NewSouth Student website:

<https://my.unsw.edu.au/student/atoz/Plagiarism.html>

If you are uncertain about how to cite or reference the work of others please refer to the collection of resources about citations and referencing located on the UNSW Library Web Site. This can be found at: http://www.library.unsw.edu.au/links/Research_and_Study_Skills/

TEXT

Laudon K. C. and Laudon J. P. (2003). *Management Information Systems: Managing the Digital Firm*, Eighth edition, Prentice Hall International, Inc. [ISBN 0131206818].

For more information see the publisher's website www.prenhall.com/laudon Please bring your textbook to class, as we will be use it regularly.

REFERENCES

Alter, S. 2002 *Information Systems: the Foundations of E-Business*. 4th Edition USA:Pearson Education.

Benson, S. and Standing, C. 2002 *Information Systems: A business Approach*. Milton, Queensland: John Wiley and Sons, Australia.

Cottrell, S. 1999 *The Study Skills Handbook*. Great Britain: Palgrave.

Haag, S., Cummings, M. and McCubbrey, D. J. 2002 *Management Information Systems for the Information Age*. 3rd Edition. USA:McGraw Hill Irwin.

Nickerson, R. C. 1998 *Business and Information Systems*. USA: Addison-Wesley Educational Publishers, Inc.

Porter, M. E. and Millar, V. E. 1985 How information gives you competitive advantage. *Harvard Business Review*, July August, 149-160.

Shelly, G.B., Cashman, T. J. and Vermaat, M. E. 1998 *Microsoft Office 97: Introductory Concepts and Techniques*. USA: Course Technology

Stair, R. M. and Reynolds, G. W. 2001 *Principles of Information Systems: A Managerial Approach*. 5th Edition. USA:Course Technology.

Turban, E., Rainer, R.K. and Potter, R. E. 2001 *Introduction to Information Technology*. USA:John Wiley and Sons, Inc.

COURSE WEBSITE

This course has a web site with information about the course and important announcements. It is expected that students look at it at least weekly. The URL of the website is:

<http://sistm.web.unsw.edu.au/courses/infos5988/>

Login: z(studentID) (eg. z2199999)

Password: Your Unipass number (not the lab password)

SOFTWARE

Software required for the course is available in the Faculty of Commerce and Economics laboratories. The main software packages used in this course are Microsoft Office, Netscape Communicator (or alternative browser), Eudora, Adobe Acrobat Reader.

THE EDUCATIONAL DEVELOPMENT UNIT

Additional learning and language support is available from the Educational Development Unit (EDU) in the Faculty of Commerce and Economics. The EDU provides individual and group consultations, academic skills workshops, discipline-specific support workshops and a range of study-skills resource

materials and hand-outs. Students requiring advice and assistance with assignment writing, academic reading and note-taking, oral presentations, or other learning needs are advised to drop in or contact the learning advisors in the EDU which is located in Room 2039, Level 2, Quadrangle Building.

The EDU has a website with some very useful resources. These include information sheets on topics such as 'Writing a case analysis', 'Speaking: Participating in tutorials', 'Referencing', 'Acknowledging sources'. You can also find out about workshops run during the session, and arrange for an individual consultation for study advice via the website. Website URL: <http://education.fce.unsw.edu.au/>

This service is free and available only to students in the Faculty of Commerce and Economics.

THE LEARNING CENTRE

The UNSW Learning Centre also provides valuable assistance to students. The Learning Centre offers learning and communication assistance to all students enrolled at UNSW, including writing assistance, workshops and on-line support. It can be found in two locations, in the Library foyer and the Independent Learning Centre in Hut G23 (between the Matthews building and the upper campus car park).

The learning Centre also has many useful on-line resources. Website URL: <http://www.lc.unsw.edu.au/>

Students are encouraged to take full advantage of the extra support offered by both centres.

COURSE SCHEDULE

Dates (week beginning)	Week/ Unit No:	Unit Topic	Reading/ Preparation
July 26	1	Course introduction. What is: a system, an IS?, IT?, IM?. Managing the digital firm	Chapter 1
August 2	2	Information systems in the enterprise. Types of Information Systems	Chapter 2
August 9	3	Information Systems, organizations, management and strategy	Chapter 3
August 16	4	Managing hardware and software	Chapter 6
August 23	5	Telecommunications and Networks	Chapter 8
August 30	6	Managing data resources	Chapter 7
September 6	7	Managing knowledge for the digital firm	Chapter 10
September 13	8	The digital firm – electronic business and electronic commerce	Chapter 4
September 20	9	Ethical and social issues in the digital firm	Chapter 5
September 27		Mid-session break	Review reading
October 4	10	Review, group study, group meetings and consultations. Public holiday October 4.	Review reading
October 11	11	The internet and the new information technology infrastructure Case study assignment due	Chapter 9
October 18	12	Enhancing management decision making for the digital firm	Chapter 11
October 25	13	Redesigning the organization with information systems. System development	Chapter 12
November 1	14	Understanding the business value of systems and managing change. Course review, exam information.	Chapter 13 and review reading

Note:

- Chapter readings refer to the course textbook.
- Additional readings will be advised on the course website in the weekly announcements.
- The course schedule may change due to unforeseen circumstances that may arise during session. Changes will be announced in class and posted on the course web site.

Attach a copy of this page to assignment work you submit



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School of Information Systems, Technology and Management
INFS 5988 Business Information Systems

INDIVIDUAL ASSIGNMENT TITLE PAGE
Session 2, 2004

Assignment topic/title:
Name of file to be opened:
Date Due: Date Submitted:

Lecturer's Name:
Workshop Details: Day of week: (e.g. Tuesday)
Time of class: (e.g. 9-10:30 am)

Student Details:
Family name:
Given name:
Student number:

I certify that this assignment is my own work in which my sources are acknowledged and which I submit for the first time.

Signed _____ Date: _____

Attach a copy of this page to your assignment



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GROUP ASSIGNMENT TITLE PAGE
Session 2, 2004

Assignment Topic
Date due: Date Submitted:

Lecturer's Name:
Class Details: Day of week: (e.g. Tuesday)
Time of class: (e.g. 9-10:30 am)

Student Details:	
Family name:	Family Name:
Given name:	Given Name:
Student ID:	Student ID:
Signature:	Signature:
Family name:	Family Name:
Given name:	Given Name:
Student ID:	Student ID:
Signature:	Signature:

By signing we certify that this assignment is our own work in which our sources are acknowledged and which we submit for the first time.