

# INFS5988 Business Information Systems

## Course Outline, Session 1, 2005

School of Information Systems, Technology and Management



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

### Course Objectives

1. Introduce postgraduates to the fundamentals of managing information systems, as well as to the up to date topics such as electronic commerce, electronic business and the internet,
2. encourage students to apply what they learn from the course to real-world cases, and
3. promote interpersonal communication and project management skills, and create awareness of the ethics / social implications / professional practice of managing information systems.

**Prerequisites:** This course has no prerequisites.

### Teaching Staff

Lecturer in Charge – Hugo REHESAAR

Phones: 9385 4450 and 0414 597171

Room: Quad 2094;

Email: [h.rehesaar@unsw.edu.au](mailto:h.rehesaar@unsw.edu.au)

E-mail is the preferred mode of contact. Note: it is school policy that only emails from bona fide accounts (eg. your student email account or employer account) will be read. Hotmail etc will not be read.

**Consultation:** Wednesday 4:30 pm to 5:30 pm. Other times by appointment.

If you experience problems during the course (related to course materials or assignments, your work commitments, health or any other reason) that is likely to interrupt your attendance in class or delay submission of assignments please discuss this with the Lecturer.

### Announcements

All announcements and other information about the course will be distributed in class. If you miss a class for any reason, it is your responsibility to obtain the distributed information either by contacting your lecturer or asking a fellow student. Failure to have received the information will not be accepted as an excuse for not knowing it.

### **Course arrangements**

A three-hour seminar will be held each week. The seminar will typically include:

- a lecture segment,
- individual and small group exercises, and
- group and class wide discussions.

There are no additional tutorials or computer laboratories for this course.

### **Time Commitment:**

The University considers that a course represents 10 hours per week of work from the student.

Therefore, you are expected to devote at least 7 hours per week in addition to the formal 3 hours of lecture/seminar time.

### **Preparation for seminars:**

The nature of seminars is such that you will get the most of out of the class if you have properly prepared. Preparation allows you to follow what is going on and participate in the discussion. The minimum preparation is to acquaint yourself with the relevant section of the text book, and reading of case studies as required. The seminars will proceed on the expectation that you have adequately prepared for each week. You should also note that your preparation will affect your participation mark.

### **Ongoing study**

The cumulative nature of the course makes it very important that you keep on top of your studies as you go. Your weekly revision should include the completion of notes on the readings and seminar, a review of the difficult aspects of the topic at hand, and review of the activities undertaken from the text to practice your new knowledge.

### **Participation in class**

All students are expected to participate actively in class and make contributions drawn from their experience and reading. Participation includes involvement in class discussion and group activities, volunteering answers to the class, commenting on the topic under consideration, raising issues and providing examples. Participation is one of the most effective ways of learning.

### **Lecture Time and Venue**

Wednesday 6 pm – 9 pm RCM032

### **Course Website**

There is NO course website – all information will be distributed in class.

### **Announcements and Other Information**

All announcements concerning the course will be made in class only.

All information regarding assignments, examinations, administration and various policies will also be distributed in class only.

### **Textbook**

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

For more information check [www.prenhall.com/laudon](http://www.prenhall.com/laudon) Please bring your textbook to every seminar, as we will be using case studies from the book.

Additional readings may be distributed in class as appropriate.

## Other References:

Benson, S. and Standing, C. (2002). Information Systems: a Business Approach. Milton, Queensland. John Wiley and Sons.

Frenzel, C. W., Frenzel, J. C. (2004). Management of Information Technology, 4<sup>th</sup> Edition, Thomson Course Technology. ISBN0-619-03417-3

Stair, R. M., Reynolds, G. (2003). Fundamentals of Information Systems, 2<sup>nd</sup> Edition, Thomson Course Technology. ISBN 0-619-06491-9

Turban, E., Rainer, R.K. and Potter, R. E. (2001) Introduction to Information Technology. John Wiley and Sons.

{It is not compulsory to buy these reference books. Use them for additional resources to supplement course materials and/or for helping you with assignments. }

## TIMETABLE

Week	Date	Topics Covered	Pre-reading Chapter
1	2 March	Introduction to Course and Content. What is BIS?	1
2	9 March	The role and types of IS	2
3	16 March	IS, organisations, management and strategy	3
4	23 March	E-business and e-commerce	4
-		Easter break	-----
5	6 April	Understanding the business value of IS	13
6	13 April	Telecommunications and networks	8
7	20 April	Mid-session Exam. Internet and the new IT infrastructure	9
8	27 April	Ethical and social issues	5
9	4 May	Mid-session Exam discussion Asset Management – hardware and software	6
10	11 May	Asset Management – data	7
11	18 May	Enhancing decision making	11
12	25 May	Managing knowledge; IS lead organisational restructure	10/12
13	1 June	IS security and control	14
14	8 June	Review and exam preparation	review

## Assessment

Assessment of the course involves a number of components that include both group and individual work. Specific details of each component are available on the course website.

Component	%	Due Date
<b>Individual Assignments</b> 4 short written reports (approx 500-800 words each) that address various topics covered during the session	20	Weeks 3, 6, 8 & 13
<b>Group Assignment</b> A study of a current issue in IS and its application to a real world situation or organization.	30	Week 11
<b>Mid-session Exam</b> In class, covering all work in Weeks 1 to 6.	10	Week 7
<b>Final Exam</b> A formal 2 hour, closed book exam	40	Examination Period

### **Criteria to Pass the Course**

To receive a passing grade in this course, you must meet **ALL** of the following criteria:

- Attain an overall mark of at least 50%;
- Attain a mark of at least 45% in each assessment component;
- Attain a mark of at least 45% in your final exam; and
- Attend at least 80% of the classes. Note that UNSW rules provide for a grade of “Fail” to be awarded if fewer than 80% of the lectures are attended.

Note that each component of the course *may* be scaled to a mean of 65.

### **Penalties for Late Assignments**

The late submission of assignments will incur a penalty of at least 10% of the available marks per day (24 hours or part thereof) of lateness. Extensions are only granted in exceptional circumstances and supporting documentation is required. Requests for extensions must reach the Lecturer at least 3 days before the due date. Computer related problems and work commitments are not grounds for extensions.

### **Penalties for Plagiarism**

Plagiarism will absolutely not be tolerated in this course. All discovered instances of plagiarism will be penalised. The minimum penalty for plagiarism is the 100% of the marks related to the offending assignment.

### **Key assessment/course issues:**

- The cover page of each submission is to contain the following: full names of all students, student numbers, and signatures of all group members below the following statement:  
***“I certify that this assignment is my own work in which my sources are acknowledged and which I submit for the first time.”***
- ALL work submitted is expected to be clearly expressed, well structured, grammatically correct, and professionally presented (written and verbal). Poor quality (unreadable) work can incur penalty.

## Other Important Information

- You should check the following website for issues on academic misconduct and plagiarism: [http://www.fce.unsw.edu.au/current\\_students/responsibilities.shtml#misconduct](http://www.fce.unsw.edu.au/current_students/responsibilities.shtml#misconduct)  
Plagiarism entails taking and using as one's own, the thoughts or writings of another without acknowledgement including:
  - (a) where paragraphs, sentences, a single sentence or significant part of a sentence which are copied directly, are not enclosed in quotation marks and appropriately footnoted;
  - (b) where direct quotations are not used, but ideas or arguments are paraphrased or summarised, and the source of the material is not acknowledged either by footnoting or other reference within the text of the paper; and
  - (c) where an idea, which appears elsewhere in print, film or electronic medium, is used or developed without reference being made to the author or the source of the idea.
- The full assessment policy adopted for this course is as set out in the document available at: [http://www.fce.unsw.edu.au/staff/assessment\\_policy.pdf](http://www.fce.unsw.edu.au/staff/assessment_policy.pdf)
- School Policies are documented at: <http://sistm.web.unsw.edu.au/student/schoolpolicies.html>

## Education Development Unit

Additional learning support, tailored to the needs of FCE students, is available from the Education Development Unit (EDU) in the Faculty. The EDU offers a range of services for FCE students including:

- Academic skills workshops run throughout the session;
- Printed and on-line study skills resources e.g. referencing guide, report writing and exam preparation;
- A drop-in resource centre containing books and audio visual material that can be borrowed;
- A limited consultation service for students with individual or small group learning needs.

More information about the EDU services including on-line resources, workshop details and consultation request forms are available from the EDU website. Contacts and location:

EDU Web: <http://education.fce.unsw.edu.au>

EDU Location: Room 2039, Level 2 Quadrangle Building

EDU services are free and confidential and are available to students of the Faculty of Commerce and Economics.

## Other UNSW support

In addition to the EDU services, the UNSW Learning Centre provides academic skills support services for students. The Learning Centre is located on Level 2 of the Library and can be contacted by Phone: 9385 3890 or through their website: <http://www.lc.unsw.edu.au/>. Students experiencing problems of an academic or personal nature are encouraged to contact the Counselling Service at UNSW. This service is free and confidential and run by professional counsellors. The Counselling Service is located on Level 2, Quadrangle East Wing, and can be contact on 9385 5418.

## Changes to S1, 2005 from S2, 2004

Reference: Email from G. Stephens

It is not necessary to record as changes minor things such as staff changes, location changes, and other minor cosmetic changes that are made from time to time such as dates, changes due to public holidays etc. Below is a list of the types of changes that you need to record but is not meant to be an exhaustive list:

Adoption of a new textbook (does not include adoption of a new edition of the same text)

Not Applicable

changes to the course content (rearrangement of the same content need not be reported)

Not Applicable

changes to the teaching arrangement eg changing tutorials to workshops, no longer using laboratories, etc

Not Applicable

changes to the assessment for the course

A Mid-session Exam has been introduced in Week 7, worth 10%. The Final Exam is reduced from 50% to 40%. For IS majors, BIS is the first course they take. Some students have not studied for some time and a mid-session exam will allow an early assessment of their ability to readjust to studies.