

**FIT3019**  
**Information systems management**

**Unit Guide**

**Semester 2, 2010**

The information contained in this unit guide is correct at time of publication. The University has the right to change any of the elements contained in this document at any time.

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# **FIT3019 Information systems management - Semester 2, 2010**

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## **Lecturer(s) / Leader(s):**

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## Introduction

Welcome to FIT3019 Information Systems Management for semester 2, 2010. This 6 point unit is core to Bachelor of Information Technology and Systems (major in Business Systems) degree program in the Faculty of IT. It can also be taken as a 6 point elective unit in other Bachelor of Information Technology and Systems majors. The unit has been designed to provide you with an understanding of the management issues surrounding information technology in middle to large size companies/organisations using real examples in various industries.

## Unit synopsis

This unit provides students with an understanding of the management issues surrounding information technology (IT), the knowledge of management functions and responsibilities necessary for IT managers, and the knowledge to apply IT management principles in the organisational environment. Main topics include: Information Systems, Management, Managing Essential Technologies, Managing System Development, Managing New Technologies, Acquisition of Hardware, Software, Networks, and Services People and Technology

## Learning outcomes

At the completion of this unit students will have -  
A knowledge and understanding of:

- the relationship between IT and organisational management and current trends in IT and IT management;
- operational management requirements of a system and their inter-relationships;
- evaluating the philosophies and processes behind IT resourcing.

Developed attitudes that enable them to:

- consider ethical issues in IT and IT management.

Developed the skills to:

- access resource management strategies and applying these in case studies;
- identify the processes and potential problems involved in IS development and IT planning.

## Contact hours

2 hrs lectures/wk, 2 hrs tutorials/wk

## Workload

For on campus students, workload commitments are:

- two-hour lecture and
- two-hour tutorial (requiring advance preparation)
- a minimum of 2-3 hours of personal study per one hour of contact time in order to satisfy the reading and assignment expectations.
- You will need to allocate up to 5 hours per week in some weeks, for use of a computer, including time for newsgroups/discussion groups.

Off-campus students generally do not attend lecture and tutorial sessions, however, you should plan to spend equivalent time working through the relevant resources and participating in discussion groups each week.

## **Unit relationships**

### **Prerequisites**

FIT2005 or FIT2027

### **Prohibitions**

GCO3816, IMS3002

## Teaching and learning method

### Teaching approach

The delivery of this unit consists of lectures and tutorials.

Although various IS management issues and principles will be covered in the lectures, it is still essential for students to do extensive readings, which are provided in the Unit Book, prescribed text and suggested online websites. These readings, which include many real-life case examples, help to reinforce the issues and principles covered.

The tutorials provide students the opportunity to reinforce their understandings and to apply these management knowledge into problems illustrated in the tutorial questions.

All students should also participate in the discussion forums to clarify issues with the unit advisor and other students taking this unit. This is especially important for the off-campus-learning students.

### Timetable information

For information on timetabling for on-campus classes please refer to MUTTS, <http://mutts.monash.edu.au/MUTTS/>

### Tutorial allocation

On-campus students should register for tutorials/laboratories using the Allocate+ system: <http://allocate.its.monash.edu.au/>

### Unit Schedule

Week	Date*	Topic	Study guide	References/Readings	Key dates
1	19/07/10	Information Systems Management	1	Prescribed Text - Chapter 1	
2	26/07/10	Information Systems Management	1	Prescribed Text - Chapters 2 & 3	
3	02/08/10	Information Systems Management	1	Prescribed Text - Chapter 4	
4	09/08/10	Managing Essential Technologies	2	Prescribed Text - Chapter 5	
5	16/08/10	Managing Essential Technologies	2	Prescribed Text - Chapters 6 & 7	
6	23/08/10	Managing Essential Technologies	2	Prescribed Text - Chapters 7, 8 & 11	Assignment 1 Due
7	30/08/10	Managing System Development	3	Prescribed Text - Chapter 9	
8	06/09/10	Managing System Development	3	Prescribed Text - Chapter 10	
9	13/09/10	Systems for Supporting	4	Prescribed Text - Chapters 12 & 13	

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		Knowledge Work			
10	20/09/10	Systems for Supporting Knowledge Work	4	Prescribed Text - Chapters 13 & 14	
Mid semester break					
11	04/10/10	Acquisition of Hardware, Software, Networks, and Services	5	Reading Materials on unit site	Assignment 2 Due
12	11/10/10	People and Technology	6	Prescribed Text - Chapter 15	
13	18/10/10	Revision			

\*Please note that these dates may only apply to Australian campuses of Monash University. Off-shore students need to check the dates with their unit leader.

## Unit Resources

### Prescribed text(s) and readings

#### Prescribed text:

McNurlin, B.C., Sprague, R.H. Jr and Bui, T., *Information Systems Management in Practice* (8th edition), Prentice-Hall, 2009 (ISBN: 978-0-13-157951-4)

Text books are available from the [Monash University Book Shops](#). Availability from other suppliers cannot be assured. The Bookshop orders texts in specifically for this unit. You are advised to purchase your text book early.

### Recommended text(s) and readings

#### Recommended texts:

Turban, E., Dorothy, L., McLean, E., and Wetherbe, J., *Information Technology for Management: transforming organizations in the digital economy*, John Wiley, (6th edition), 2008 (ISBN: 978-0-471-78712-9)

Oz, E., *Management Information Systems*, Thomson Course Technology, (6th edition), 2009 (ISBN: 978-4239-0178-5)

### Required software and/or hardware

There is no software requirement.

### Equipment and consumables required or provided

Students studying off-campus are required to have the [minimum system configuration](#) specified by the Faculty as a condition of accepting admission, and regular Internet access. On-campus students, and those studying at supported study locations may use the facilities available in the computing labs. Information about computer use for students is available from the ITS Student Resource Guide in the Monash University Handbook. You will need to allocate up to 4 hours per week for use of a computer, including time for newsgroups/discussion groups.

### Study resources

Study resources we will provide for your study are:

This Unit Information outlining the administrative information for the unit.

The FIT3019 Moodle site is accessible on: <http://moodle.monash.edu.au/>,

where study guides, lecture slides, weekly tutorial requirements, assignment specifications, sample solutions and supplementary material will be posted.

Newsgroups/discussion groups that can be linked to from the unit Moodle site.



## Assessment

### Overview

Examination (3 hours): 50%; In-semester assessment: 50%

### Faculty assessment policy

To pass a unit which includes an examination as part of the assessment a student must obtain:

- 40% or more in the unit's examination, and
- 40% or more in the unit's total non-examination assessment, and
- an overall unit mark of 50% or more.

If a student does not achieve 40% or more in the unit examination or the unit non-examination total assessment, and the total mark for the unit is greater than 50% then a mark of no greater than 49-N will be recorded for the unit.

The unit is assessed with two assignments and a three hour closed book\* examination. To pass the unit you must:

- attempt both assignments and the examination

\*Although the exam is specified as a closed book exam, you are permitted to bring in the following study materials for the exam:

- prescribed text
- study guides
- lecture notes

### Assignment tasks

#### Assignment coversheets

Assignment coversheets are available via "Student Forms" on the Faculty website:

<http://www.infotech.monash.edu.au/resources/student/forms/>

You MUST submit a completed coversheet with all assignments, ensuring that the plagiarism declaration section is signed.

**Assignment submission and return procedures, and assessment criteria will be specified with each assignment.**

Assignment submission and preparation requirements will be detailed in each assignment specification. Submission must be made by the due date otherwise penalties will be enforced. You must negotiate any extensions formally with your campus unit leader via the in-semester special consideration process:

<http://www.infotech.monash.edu.au/resources/student/equity/special-consideration.html>.

- **Assignment task 1**

**Title:**

Assignment 1

**Description:**

This assignment assesses materials taught in Study Guides 1 & 2. It consists of case-study-based questions, structured questions and essays.

**Weighting:**

20%

**Criteria for assessment:**

The criteria used to assess submissions are:

1. Correctness and understanding - there may be more than one "right" answer in many cases. We will look for answers that reflect understanding of the underlying principles and theories which are covered in this unit.
2. Completeness - that you have answered all parts of each question. Presentation - that you have presented your answers in a suitably structured style.
3. Use of evidence and argument - you are able to explain your position by using logical argument drawing on the theory presented in the unit. Examples from case studies should also be used as evidence.

A document stating how you can gauge the quality of your assessment will be released on the unit site.

**Due date:**

27/8/10

• **Assignment task 2**

**Title:**

Assignment 2

**Description:**

This assignment assesses materials taught in Study Guides 1 to 5, although the focus is on Study guides 3 to 5. It consists of case-study-based questions, structured questions and essays.

**Weighting:**

30%

**Criteria for assessment:**

The criteria used to assess submissions are:

1. Correctness and understanding - there may be more than one "right" answer in many cases. We will look for answers that reflect understanding of the underlying principles and theories which are covered in this unit.
2. Completeness - that you have answered all parts of each question. Presentation - that you have presented your answers in a suitably structured style.
3. Use of evidence and argument - you are able to explain your position by using logical argument drawing on the theory presented in the unit. Examples from case studies should also be used as evidence.

A document stating how you can gauge the quality of your assessment will be released on the unit site.

**Due date:**

8/10/10

## Examination

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**Weighting:**

50%

**Length:**

3 hours

**Type (open/closed book):**

Closed book

**Electronic devices allowed in the exam:**

None

**Remarks:**

Although the exam is specified as a closed book exam, you are permitted to bring in the following study materials for the exam:

- ◆ prescribed text
- ◆ study guides
- ◆ lecture notes

**See Appendix for End of semester special consideration / deferred exams process.**

## Due dates and extensions

Please make every effort to submit work by the due dates. It is your responsibility to structure your study program around assignment deadlines, family, work and other commitments. Factors such as normal work pressures, vacations, etc. are not regarded as appropriate reasons for granting extensions. Students are advised to NOT assume that granting of an extension is a matter of course.

Students requesting an extension for any assessment during semester (eg. Assignments, tests or presentations) are required to submit a Special Consideration application form (in-semester exam/assessment task), along with original copies of supporting documentation, directly to their lecturer within two working days before the assessment submission deadline. Lecturers will provide specific outcomes directly to students via email within 2 working days. The lecturer reserves the right to refuse late applications.

A copy of the email or other written communication of an extension must be attached to the assignment submission.

Refer to the Faculty Special consideration webpage or further details and to access application forms:  
<http://www.infotech.monash.edu.au/resources/student/equity/special-consideration.html>

## Late assignment

An assignment must be submitted by the *cut-off date*, which is usually seven days after the *due date*. Any assignment submitted after the cut-off date will not be accepted by the WebFace submission system and therefore, it will be marked automatically to zero. Any assignment submitted after the due date will be penalised by 2% of the full marks for each 24 hours of delay.

This policy is strict because comments or guidance will be given on assignments as they are returned, and sample solutions may also be published and distributed, after assignment marking or with the returned assignment.

If you are a student based in South Africa campus, please contact your local lecturer on the preferred assignment submission method.

## **Return dates**

Students can expect assignments to be returned within two weeks of the submission date or after receipt, whichever is later.

## **Feedback**

Types of feedback you can expect to receive in this unit are:

Graded assignments with comments

Solutions to tutes, labs and assignments

## Appendix

Please visit the following URL: <http://www.infotech.monash.edu.au/units/appendix.html> for further information about:

- Continuous improvement
- Unit evaluations
- Communication, participation and feedback
- Library access
- Monash University Studies Online (MUSO)
- Plagiarism, cheating and collusion
- Register of counselling about plagiarism
- Non-discriminatory language
- Students with disability
- End of semester special consideration / deferred exams