MONASH University
Information Technology

FIT2074
Technology, information and organisations

Unit Guide

Semester 1, 2012

Last updated: 14 Feb 2012

Table of Contents

FIT2074 Technology, information and organisations - Semester 1, 2012

This unit examines the way in which information technology influences the structures and operations of organisations and organisational approaches to the management and use of information. The capabilities and limitations of technologies and the way they have been commoditised and standardised in the marketplace are fundamental determinants of what IT-based applications are capable of achieving. As technologies have evolved and been commoditised, they have shaped and in turn been shaped by what individuals and organisations want and expect from them. This unit applies this perspective as a basis for analysing the main technologies employed by organisations for the use and management of information.

Mode of Delivery

Caulfield (Day)

Contact Hours

2 hrs lectures/wk, 2 hrs tutorial/wk

Workload

For all students workload commitments per week are:

- two hour lecture,
- 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, assignment and exam expectations.

Unit Relationships

Prerequisites

FIT1036 or FIT1003

Chief Examiner

Dr Joanne Evans

Campus Lecturer

Caulfield

Joanne Evans

Consultation hours: Tuesday 9am -12am by appointment only

Tutors

Caulfield

Joanne Mihelcic

Academic Overview

Outcomes

At the completion of this unit, students will:

- know and understand the impacts of advances in information technologies on organisations, their structures and the way they use and manage information to support their operations;
- know and understand how the needs of organisations and the marketplace influence the path of technology evolution;
- know and understand some of the key factors which contribute to the success or failure of technology-based innovations in organisations;
- recognise the strengths and weaknesses of information technology for performing a variety of common information tasks;
- be able to evaluate the merits and disadvantages of a technology-based solution to an organisational information need or problem;
- be able to carry out a critical analysis of an area of technology and make an assessment of its likely future impacts on an organisation.

Graduate Attributes

Monash prepares its graduates to be:

1. responsible and effective global citizens who:

a. engage in an internationalised world
b. exhibit cross-cultural competence
c. demonstrate ethical values

critical and creative scholars who:

a. produce innovative solutions to problems
b. apply research skills to a range of challenges
c. communicate perceptively and effectively

Assessment Summary

Examination (3 hours): 60%; In-semester assessment: 40%

Assessment Task	Value	Due Date
Assignment 1: Tutorial Reflections	10%	Monday (12 March 2012, 26 March 2012, 9 April 2012, 30 April 2012)
Assignment 2: Information Technology/Information System Report	30% (5% for the Plan, 10% for the Critical Review, 15% for the Report)	Monday (Plan due 19 March 2012, Critical Review due 23 April 2012, Report due 14 May 2012)
Examination 1	60 %	To be advised

Teaching Approach

Lecture and tutorials or problem classes

This teaching and learning approach provides facilitated learning, practical exploration and peer learning.

Feedback

Our feedback to You

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

- Informal feedback on progress in labs/tutes
- Graded assignments with comments

Your feedback to Us

Monash is committed to excellence in education and regularly seeks feedback from students, employers and staff. One of the key formal ways students have to provide feedback is through SETU, Student Evaluation of Teacher and Unit. The University's student evaluation policy requires that every unit is evaluated each year. Students are strongly encouraged to complete the surveys. The feedback is anonymous and provides the Faculty with evidence of aspects that students are satisfied and areas for improvement.

For more information on Monash's educational strategy, and on student evaluations, see:
http://www.monash.edu.au/about/monash-directions/directions.html
http://www.policy.monash.edu/policy-bank/academic/education/quality/student-evaluation-policy.html

Previous Student Evaluations of this unit

In line with student feedback and review of the unit by the teaching staff, the unit's assessments have been revised to better support the development of research and critical analysis skills. The prescribed text has also been updated.

If you wish to view how previous students rated this unit, please go to
https://emuapps.monash.edu.au/unitevaluations/index.jsp

Prescribed text(s)

Prescribed texts are available for you to borrow in the library.

David Kroenke, Deborah Bunker & David Wilson. (2012). *Experiencing MIS*. (2nd Edition) Pearson (ISBN: 978-1-4425-3314-1).

Recommended text(s)

Kenneth Laudon & Jane Laudon. (2012). *Management Information Systems: Managing the Digital Firm.* (12th Global Edition) Pearson (ISBN: 9780273754534).

Unit Schedule

Week	Activities	Assessment
0	Review the unit site in Moodle and ensure you are registered for tutorials. Obtain a copy of the prescribed textbook.	No formal assessment or activities are undertaken in week 0
1	Introduction	
2	Concepts: Information Technology and Information Systems	
3	Concepts: Business Process and Organisational Strategy	Assignment 1: Tutorial Reflection due 12 March 2012
4	Information Technology, Information Systems and Information Infrastructure	Assignment 2: Plan due 19 March 2012
5	Ethical and Social Issues	Assignment 1: Tutorial Reflection due 26 March 2012
6	Business Process Management	Assignment 1: Tutorial Reflection due 9 April 2012
7	Digital Commerce, Web 2.0 and Collaborative Systems	
8	Business Intelligence and Information Systems for Decision Making	Assignment 2: Critical Review due 23 April 2012
9	Organisational Impacts on/of Information Technology and Information Systems	Assignment 1: Tutorial Reflection due 30 April 2012
10	Information Systems Development	
11	Information Systems Management	Assignment 2: Report due 14 May 2012
12	Information Security Management	
	SWOT VAC	No formal assessment is undertaken SWOT VAC
	Examination period	LINK to Assessment Policy: http://policy.monash.edu.au/policy-bank/academic/education/assessment/assessment-in-coursework-policy.html

*Unit Schedule details will be maintained and communicated to you via your MUSO (Blackboard or Moodle) learning system.

Assessment Requirements

Assessment Policy

Faculty Policy - Unit Assessment Hurdles
(http://www.infotech.monash.edu.au/resources/staff/edgov/policies/assessment-examinations/unit-assessment-hu

Assessment Tasks

Participation

- **Assessment task 1**

  Title:
  Assignment 1: Tutorial Reflections
  Description:
  You are required to contribute four forum posts across the semester providing a reflective commentary on your learning from the tutorial exercises. Full details of the assignment will be made available on the Moodle website for the unit.
  Weighting:
  10%
  Criteria for assessment:

    1. Ability to synthesise and describe tutorial activities and concepts.
    2. Depth and quality of reflections on your learning.
    3. Clarity of your posting.

  Due date:
  Monday (12 March 2012, 26 March 2012, 9 April 2012, 30 April 2012)

- **Assessment task 2**

  Title:
  Assignment 2: Information Technology/Information System Report
  Description:
  You are required to prepare a report on the current state of play and future prospects for a class of information systems or information technologies. It will consist of 3 parts - a) a plan, b) a critical review of one of your key sources and c) a final report. Full details of the assignment will be made available on the Moodle website for the unit.
  Weighting:
  30% (5% for the Plan, 10% for the Critical Review, 15% for the Report)
  Criteria for assessment:
  Plan

    1. Ability to determine and scope a suitable topic.
    2. Ability to identify and evaluate key information sources.
    3. Ability to identify and prepare a schedule for your research and writing activities.

  Critical Review

    1. Synthesis - ability to summarise the key issues and arguments of a key source.
    2. Critical Analysis - ability to evaluate the author's arguments with care and balance, demonstrating some knowledge of broader literature on the topic.

3. Presentation - that you have presented your work in a suitably formatted style, with appropriate referencing.

Report

1. Understanding – ability to describe a class of information systems or technologies, highlighting salient issues regarding their use in organisations.
2. Use of evidence and argument – explanation of your position regarding the current state of play and future prospects by using logical argument drawing on the concepts presented in the unit.
3. Presentation - that you have presented your work in a suitably formatted report style, with appropriate referencing.

Due date:
Monday (Plan due 19 March 2012, Critical Review due 23 April 2012, Report due 14 May 2012)

Examinations

- **Examination 1**

Weighting:
60 %
Length:
3 hours
Type (open/closed book):
Open book
Electronic devices allowed in the exam:
None
Remarks:
Students will be allowed up to 10 single-sided or 5 double-sided pages of hand written or word processed notes. These may include text and diagrams.

Assignment submission

It is a University requirement (http://www.policy.monash.edu/policy-bank/academic/education/conduct/plagiarism-procedures.html) for students to submit an assignment coversheet for each assessment item. Faculty Assignment coversheets can be found at http://www.infotech.monash.edu.au/resources/student/forms/. Please check with your Lecturer on the submission method for your assignment coversheet (e.g. attach a file to the online assignment submission, hand-in a hard copy, or use an online quiz).

Online submission

If Electronic Submission has been approved for your unit, please submit your work via the VLE site for this unit, which you can access via links in the my.monash portal.

Extensions and penalties

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.

Returning assignments

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

Resubmission of assignments

Assignments must be submitted by the due date unless special consideration applies. There is no resubmission of assignments.

Referencing requirements

All Faculty of Information Technology masters coursework and undergraduate units should use the American Psychological Association (APA) Style Guide. For examples see http://www.lib.monash.edu.au/tutorials/citing/infotech.html.

Other Information

Policies

Monash has educational policies, procedures and guidelines, which are designed to ensure that staff and students are aware of the University's academic standards, and to provide advice on how they might uphold them. You can find Monash's Education Policies at:
http://policy.monash.edu.au/policy-bank/academic/education/index.html

Key educational policies include:

- Plagiarism
  (http://www.policy.monash.edu/policy-bank/academic/education/conduct/plagiarism-policy.html)
- Assessment
  (http://www.policy.monash.edu/policy-bank/academic/education/assessment/assessment-in-coursework-po
- Special Consideration
  (http://www.policy.monash.edu/policy-bank/academic/education/assessment/special-consideration-policy.h
- Grading Scale
  (http://www.policy.monash.edu/policy-bank/academic/education/assessment/grading-scale-policy.html)
- Discipline: Student Policy
  (http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-discipline-policy.html)
- Academic Calendar and Semesters (http://www.monash.edu.au/students/key-dates/);
- Orientation and Transition (http://www.infotech.monash.edu.au/resources/student/orientation/);
  and
- Academic and Administrative Complaints and Grievances Policy
  (http://www.policy.monash.edu/policy-bank/academic/education/management/complaints-grievance-policy.
- Codes of Practice for Teaching and Learning
  (http://www.policy.monash.edu.au/policy-bank/academic/education/conduct/suppdocs/code-of-practice-tea

Student services

The University provides many different kinds of support services for you. Contact your tutor if you need advice and see the range of services available at www.monash.edu.au/students. For Sunway see http://www.monash.edu.my/Student-services, and for South Africa see http://www.monash.ac.za/current/

The Monash University Library provides a range of services and resources that enable you to save time and be more effective in your learning and research. Go to http://www.lib.monash.edu.au or the library tab in my.monash portal for more information. At Sunway, visit the Library and Learning Commons at http://www.lib.monash.edu.my/. At South Africa visit http://www.lib.monash.ac.za/.

Academic support services may be available for students who have a disability or medical condition. Registration with the Disability Liaison Unit is required. Further information is available as follows:

- Website: http://monash.edu/equity-diversity/disability/index.html;
- Email: dlu@monash.edu
- Drop In: Equity and Diversity Centre, Level 1 Gallery Building (Building 55), Monash University, Clayton Campus, or Student Community Services Department, Level 2, Building 2, Monash University, Sunway Campus
- Telephone: 03 9905 5704, or contact the Student Advisor, Student Commuity Services at 03 55146018 at Sunway

Reading list

Will be provided in the supporting material for the lectures and tutorials. In addition to the prescribed and recommended texts lecture material may be sourced from:

- Pearlson, K. E., & Saunders, C. S. (2010). *Managing and Using Information Systems: A Strategic Approach*. (4th ed.). Hoboken, New Jersey: John Wiley & Sons.
- Boddy, D., Boonstra, A., & Kennedy, G. (2008). *Managing Information Systems: Strategy and Organisation* (3rd ed.). Harlow, Essex, England: Pearson Education Limited.