

FIT1036
Enterprises and information

Unit Guide

Semester 1, 2015

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FIT1036 Enterprises and information - Semester 1, 2015

This unit examines the nature of the information needs of organisations, groups and individuals, and the ways in which IT-based systems support them. The main focus of the unit will be on organisational needs for IT-based systems and information management, but it will also consider the wider social context for issues relating to information and IT usage. The changing hopes and expectations of what IT and information can offer to assist the enterprise will be a particular focus of attention. This will provide the basis for consideration of the range of roles required of the IT professional in developing and implementing IT-based solutions to information problems.

Mode of Delivery

Caulfield (Day)

Workload Requirements

Minimum total expected workload equals 12 hours per week comprising:

(a.) Contact hours for on-campus students:

- Two hours of lectures
- One 2-hour tutorial

(b.) Additional requirements (all students):

- A minimum of 8 hours independent study per week for completing lab and project work, private study and revision.

See also Unit timetable information

Unit Relationships

Prohibitions

FIT1003

Chief Examiner

Dr Martin Atchison

Campus Lecturer

Caulfield

Martin Atchison

Consultation hours: Building H room 7.62 Wednesday 3-5; Thursday 10-1; Other days and times by appointment martin.atchison@monash.edu

Tutors

Caulfield

Martin Atchison

Consultation hours: Wednesday 3-5; Thursday 10-1; Other days and times by appointment
martin.atchison@monash.edu

Pamela Spink

Consultation hours: TBA

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 the Student Evaluation of Teaching and Units (SETU) survey. 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, see:

www.monash.edu.au/about/monash-directions/ and on student evaluations, see:
www.policy.monash.edu/policy-bank/academic/education/quality/student-evaluation-policy.html

Previous Student Evaluations of this Unit

Based on previous student feedback this unit is well structured and no changes have been made for this semester.

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

Academic Overview

Learning Outcomes

On the completion of this unit, students will:

- know and understand basic concepts of information and information systems relating to their role and importance in organisations and society;
- know and understand basic concepts of organisations and organisational processes in relation to their information needs and the application of IT-based systems to support them;
- know and understand basic concepts of IT and IT-based applications as they are used in organisations and society;
- know the key information technologies and information technology infrastructures employed by organisations;
- understand the organisational and social issues arising from the use of IT in organisations, including privacy and civil liberties issues;
- be able to recognise and analyse opportunities, risks and liabilities arising from the usage and application of IT in organisations;
- be able to apply appropriate techniques and tools to the tasks of identifying, describing and analysing information management processes in organisations.

Unit Schedule

Week	Activities	Assessment
0		No formal assessment or activities are undertaken in week 0
1	Introduction and basic concepts: Organizations, information, technology, systems, development/acquisition processes	Note: Tutorial classes for this unit will begin in Week 1
2	Introduction to organisations - organisational objectives, structures and their impacts on information needs	Assignment 2 (Tutorial participation exercises) commences this week
3	Introduction to information - forms and characteristics; issues for organizations	Assignment 1 made available
4	Introduction to tools and technologies - capabilities and limitations for meeting information needs	
5	Introduction to systems - characteristics, strengths and weaknesses for information handling	
6	Introduction to development processes - principles and techniques	Assignment 1 presentations begin. Assignment 3 made available
7	Advanced topics in organisations and their information needs	Assignment 1 reports due
8	Advanced topics in Information and information management	
9	Advanced topics in Information Technology - standards, specialisation and commodification	
10	Advanced topics in systems - complexity	Assignment 3 presentations begin
11	Advanced topics in system development and acquisition	Assignment 3 reports due
12	Dreams, realities, and nightmares in organisational information and IT usage	Last week of assessment for Assignment 2
	SWOT VAC	No formal assessment is undertaken in 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 learning system.

Teaching Approach

Lecture and tutorials or problem classes

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

Assessment Summary

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

Assessment Task	Value	Due Date
Assignment 1 - Organisational use of information and IT	15%	Report due Week 7. Presentations in Weeks 6 and 7
Assignment 2 - Tutorial participation exercises	10%	Weeks 2 to 12
Assignment 3 - Major issues in IT usage	15%	Report due Week 11. Presentations in Weeks 10 and 11
Examination 1	60%	To be advised

Assessment Requirements

Assessment Policy

Faculty Policy - Unit Assessment Hurdles

(<http://intranet.monash.edu.au/infotech/resources/staff/edgov/policies/assessment-examinations/assessment-hurdles>)

Academic Integrity - Please see resources and tutorials at

<http://www.monash.edu/library/skills/resources/tutorials/academic-integrity/>

Assessment Tasks

Participation

• Assessment task 1

Title:

Assignment 1 - Organisational use of information and IT

Description:

Students will be required to analyse and report on an example of the use of IT to support an organisation's information needs, and to critically evaluate the issues associated with it and their impact on the organisation.

Weighting:

15%

Criteria for assessment:

Demonstrated knowledge and understanding of the key basic concepts relating to:

- ◆ organisational needs for information
- ◆ the nature of data and information
- ◆ the uses of computer-based technology to meet data/information needs

Demonstrated ability to apply the academic theory in these areas to its practice in an organisational setting

Demonstrated ability to carry out an investigation and report on its findings in written and verbal form

Due date:

Report due Week 7. Presentations in Weeks 6 and 7

• Assessment task 2

Title:

Assignment 2 - Tutorial participation exercises

Description:

Tutorial participation exercises will be based around the weekly tutorial activities.

Weighting:

10%

Criteria for assessment:

Criteria for assessment will depend on the nature of the work being carried during the tutorial. In general, students will be expected to prepare adequately for the tutorial by reading the material provided in advance, and participating actively in the discussions and other tasks which they are asked to perform. Detailed criteria will be provided to students

Assessment Requirements

as appropriate before the tutorial work is done.

Due date:

Weeks 2 to 12

• Assessment task 3

Title:

Assignment 3 - Major issues in IT usage

Description:

Students will be required to conduct research into and report on a significant contemporary issue relating to the application of IT to enterprise information needs. Issues will be selected from a list provided by the unit leader.

Weighting:

15%

Criteria for assessment:

Demonstrated level of knowledge and understanding of the key issues involved in the topic

Demonstrated level of knowledge and understanding of the impact of these issues on organizations in practice

Quality of research and clarity of expression of ideas

Due date:

Report due Week 11. Presentations in Weeks 10 and 11

Examinations

• Examination 1

Weighting:

60%

Length:

3 hours

Type (open/closed book):

Closed book

Electronic devices allowed in the exam:

None

Learning resources

Monash Library Unit Reading List (if applicable to the unit)

<http://readinglists.lib.monash.edu/index.html>

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
- Solutions to tutes, labs and assignments

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.monash.edu.au/exams/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

Students may not resubmit assignments.

Referencing requirements

Follow the Monash Library Guides for Citing and Referencing at <http://guides.lib.monash.edu/content.php?pid=88267&sid=656564>

Assignment submission

It is a University requirement

(<http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-academic-integrity-managing-pla>) 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 electronic submission). Please note that it is your responsibility to retain copies of your assessments.

Online submission

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

Required Resources

Please check with your lecturer before purchasing any Required Resources. Limited copies of prescribed texts are available for you to borrow in the library, and prescribed software is available in student labs.

Required resources will be included with each topic in the Moodle page for the unit.

Additional subject costs

There will be no significant additional costs.

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:

www.policy.monash.edu.au/policy-bank/academic/education/index.html

Faculty resources and policies

Important student resources including Faculty policies are located at

<http://intranet.monash.edu.au/infotech/resources/students/>

Graduate Attributes Policy

<http://www.policy.monash.edu/policy-bank/academic/education/management/monash-graduate-attributes-policy.h>

Student Charter

www.opq.monash.edu.au/ep/student-charter/monash-university-student-charter.html

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 <http://www.monash.edu.au/students>. For Malaysia see <http://www.monash.edu.my/Student-services>, and for South Africa see <http://www.monash.ac.za/current/>.

Monash University Library

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

Disability Liaison Unit

Students who have a disability or medical condition are welcome to contact the Disability Liaison Unit to discuss academic support services. Disability Liaison Officers (DLOs) visit all Victorian campuses on a regular basis.

- Website: <http://www.monash.edu/equity-diversity/disability/index.html>
- Telephone: 03 9905 5704 to book an appointment with a DLO; or contact the Student Advisor, Student Community Services at 03 55146018 at Malaysia
- Email: dlu@monash.edu
- Drop In: Equity and Diversity Centre, Level 1, Building 55, Clayton Campus, or Student Community Services Department, Level 2, Building 2, Monash University, Malaysia Campus