FIT2074
Technology, information and organisations

Unit Guide

Semester 1, 2015

Last updated: 26 Feb 2015

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FIT2074 Technology, information and organisations - Semester 1, 2015

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)

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 (requiring advance preparation)

(b.) Additional requirements (all students):

- 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.

See also Unit timetable information

Unit Relationships

Prerequisites

FIT1036 or FIT1003

Chief Examiner

Dr Martin Atchison

Campus Lecturer

Caulfield

Martin Atchison

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

Dora Constantinidis

Consultation hours: TBA

Tutors

Caulfield

Martin Atchison

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

Dora Constantinidis

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

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

Academic Overview

Learning 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.

Unit Schedule

Week	Activities	Assessment
0	Review the unit site in Moodle and ensure you are allocated to a tutorial	No formal assessment or activities are undertaken in week 0
1	Introduction and basic concepts: Information Technology, Information Systems and Information Management in organizations	Note: Tutorial classes for this unit will begin in Week 1; Assignment 2 handed out
2	Approaches to the use of IT in organizations	Assignment 1 - Class participation: Starts this week
3	Business Processes and Business Systems (1): Basic concepts and issues - business process design and BPR	Assignment 2 topics to be approved by end of this week
4	Business Processes and Enterprise Systems (2) Integrating systems - ERP and IOS	
5	Business Processes and Enterprise Systems (3) Integrating systems - CRM and SCM	
6	Business Intelligence and Information Systems for Decision Making (1): MIS and structured decision-making systems	Assignment 2 reports to be submitted; Assignment 2 oral presentations begin; Assignment 3 handed out
7	Business Intelligence and Information Systems for Decision Making (2): Decision support and unstructured decision-making	Completion of Assignment 2 oral presentations
8	Business Intelligence and Information Systems for Decision Making (3): Business Intelligence and Data Science	Assignment 3 topics to be approved by end of this week
9	IT and Changing Organizational Forms and Structures (1)	
10	IT and Changing Organizational Forms and Structures (2)	
11	Organizational Information and IT Infrastructures (1)	Assignment 3 reports to be submitted; Assignment 3 oral presentations begin
12	Organizational Information and IT Infrastructures (2)	Completion of Assignment 3 oral presentations
	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 helps students to initially encounter information at lectures, and discuss and explore the information during tutorials in a hands-on lab environment.

Assessment Summary

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

Assessment Task	Value	Due Date
Assignment 1: Class particpation and contributions	10%	Tutorials - Weeks 2-12
Assignment 2: Organizational Use of IT	15%	Your choice of the application to be studied and the organizational setting for its use must be approved by the end of Week 3; oral presentations of your findings will be conducted during class in either Week 6 or Week 7; written reports must be submitted by the end of Week 6
Assignment 3: Issues with IT Applications	15%	Topic approved by end of Week 8; written report must be submitted in Week 11; oral presentations will be conducted in class during Weeks 11 and 12
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-hurd

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: Class particpation and contributions
  Description:
  In weeks 2-12 you will partipate in and complete tutorial activities and exercises which will test your knowledge of the lecture material, readings for the topic and/or skills for the in-semester assignment. You will be marked for your work by your tutor and your fellow students.
  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 as appropriate before the tutorial work is done.
  Due date:
  Tutorials - Weeks 2-12

- **Assessment task 2**

  Title:
  Assignment 2: Organizational Use of IT
  Description:
  You are required to carry out research into one area of application area IT in a specific organizational or industry setting. Your choice of the application area and the organizational setting must be approved by your tutor. Your research must investigate and describe the nature of the application itself, the organizational information need which it meets, and the nature of the benefits which the organization gains from it. You must submit a written report and make an oral presentation to the class on your findings.
  Weighting:
  15%
  Criteria for assessment:
  The primary criteria on which assignment work will be assessed are:

  - ♦ the level of demonstrated knowledge and understanding of the nature of the application and the specific organizational functions it supports;

⬥ the level of insight demonstrated into the organizational purposes which the application serves and the benefits it aims to bring;
⬥ the use of appropriate academic and trade literature sources to support the research findings;
⬥ the quality of the presentation of the research findings

Detailed marking guidelines for the report and presentation will be provided with the assignment handout.

Due date:

Your choice of the application to be studied and the organizational setting for its use must be approved by the end of Week 3; oral presentations of your findings will be conducted during class in either Week 6 or Week 7; written reports must be submitted by the end of Week 6

• **Assessment task 3**

Title:

Assignment 3: Issues with IT Applications

Description:

You must select a particular area of application of IT in organizations (to be approved by your tutor), and carry out research which critically examines the key organizational, information and technological issues associate with its development and implementation in practice. Your research must include reference to relevant case studies from the academic literature. You will be required to make both a written report and an oral presentation of your findings.

Weighting:

15%

Criteria for assessment:

The primary criteria on which assignment work will be assessed are:

⬥ the level of demonstrated understanding of the nature of the issues affecting the development and implementation of the application;
⬥ the level of demonstrated knowledge of industry experience in the use of the application in terms of the levels of success achieved in its implementation in practice;
⬥ the use of appropriate academic literature sources to support the research findings;
⬥ the quality of the presentation of the research findings

Detailed marking guidelines for the report and presentation will be provided with the assignment handout.

Due date:

Topic approved by end of Week 8; written report must be submitted in Week 11; oral presentations will be conducted in class during Weeks 11 and 12

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

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

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

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.

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.ht

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 Commuity 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