



Course Code:	1410ICT
Course Name:	Introduction to Information Systems
Semester:	Trimester 3, 2018
Program:	Diploma of Information Technology
Credit Points:	10
Course Coordinator:	Jo-Anne Clark
Document modified:	12 September 2018

### Teaching Team

Your lecturer/tutor can be contacted via the email system on the portal.

Name	Email
Jo-Anne Clark	<a href="mailto:joanne.clark@staff.griffithcollege.edu.au">joanne.clark@staff.griffithcollege.edu.au</a>
Shazi Saremi	<a href="mailto:shahzad.saremi@staff.griffithcollege.edu.au">shahzad.saremi@staff.griffithcollege.edu.au</a>

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### Staff Consultation

Your lecturer/tutor is available each week for consultation outside of normal class times. Times that your lecturer/tutor will be available for consultation will be given in the first week of lectures. A list of times and rooms will be published on the Griffith College Portal under the “myTimetable” link.

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## Prerequisites

Please note: there are no prerequisites for this course.

## Brief Course Description

Introduction to Information Systems is a 10 credit point course within the Diploma of Information Technology. The course is situated within the first semester of the program. The Diploma of Information Technology is designed to provide students with a pathway to further university study in Information Technology and related degrees; or employment opportunities within the IT industry.

The course content and teaching methods are designed to further enhance the development of important generic skills. Problem-solving and the analysis and critical-evaluation of available information are essential for the successful completion of the assessment items in this course.

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## Rationale

This course provides an introduction to Information Systems by developing an understanding of the application of information, information systems, and information and communication technology in organisations. It is designed for IT students in preparation for a career as a systems analyst and systems designer working in an organisation; or Business Information Systems students working in the realm of Web 2.0, exploiting new media and social networking. The course aims to provide students with a balanced understanding of Information Systems and their business environments. It gives students a broad introduction to Information Systems by introducing them to key ideas of IS research and practice and exposing them to the main areas that define this terrain, namely IS development, implementation and use. A better understanding and appreciation of the Information Systems in context is achieved by looking at different types and uses of IS in a variety of rich contexts followed on by an introduction to common IS management challenges and evaluating IS efforts.

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## Aims

The central theme of the course is that a successful information system must be aligned with the organisational context in which it exists.

The central question of the course is “How can we ensure that information system are managed appropriately to ensure that the resulting system is aligned with the organisation’s context and needs?”

The course content and teaching methods are designed to further enhance the development of

important generic skills. Problem-solving and the analysis and critical-evaluation of available information are essential for the successful completion of the assessment items in this course.

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## Learning Outcomes

At the conclusion of this course students will appreciate that managing and understanding the use of Information Technology in context is central to Information Systems. Students will also understand the need to manage Information Systems as a combination of social and technical issues, within their broader organisational and social context.

Upon successful completion of this course students will be able to:

1. Identify the components of information systems (IS).
  2. Obtain a number of plausible explanations as to why the organisational impacts of IT projects are often undesirable.
  3. Analyse the effect and impact of IS on organisations and the factors which could contribute to the success or failure of an IS.
  4. Describe the practice of Information Systems as a socio-technical discipline, and as a profession in its own right.
  5. Explain the role of IT Governance frameworks and how they contribute to effective IT service management.
  6. Analyse a business case involving an IS in context.
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## Texts and Supporting Materials

Recommended Text: Beynon-Davies, P. (2013) Business Information Systems, Palgrave.

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## Organisation and Teaching Strategies

The course utilises a Mode A "" Web Supplemented approach. Students will use the course web site available through the Griffith College portal to interact with the education and guidance content necessary to support structured learning outcomes. All material required to support the course (such as lecture notes, tutorial exercises, additional readings) will be made available on the course web site. Significant emphasis is placed on encouraging students to take responsibility for, and develop "ownership" of, their learning activities and outcomes.

The contact for this course is 48 hours (12x 2 hours lectures and 12x2 hours tutorial/workshops) Course delivery will be as follows:

Lectures: "" delivery of material from the text and other sources, necessary to the achievement of the course learning outcomes.

Tutorials: - group sessions to consolidate and reinforce the lecture material through discussion and activities.

The lectures are the principal forum for delivery of the course content. During tutorial sessions students are provided with the opportunity to put into practice the theories and

concepts covered in the lectures and readings by taking part in discussion and exercises.

Tutorial/Workshop attendance and participation is a requirement. Students must attend a minimum of 80% of the Tutorial/Workshops and actively participate in the proceedings. Students will be required to sign an attendance sheet at each Tutorial/Workshop.

## Class Contact Summary

### Attendance

Your attendance in class will be marked twice during a four hour class. To receive full attendance, you must be present in the classroom on both occasions. Therefore, you are encouraged to attend and participate in all classes throughout the semester.

### Participation in Class

You are expected to actively participate in classes each week.

### Consultant Times

Attendance during consultation times is optional but you are encouraged to use this extra help to improve your learning outcomes.

### Course Materials

It is expected that you will read lecture notes before attending lectures to promote active learning. You are encouraged to ask questions and actively participate in lecture and tutorial discussions.

Lecture notes will be made available to you on the myGriffith College website and you are advised to print these out and bring them to each class so that extra notes can be added.

### Independent Learning

It is expected that you will spend additional 6 hours per week of independent study that would include summarising lecture notes, readings, assignments and completing tutorial activities not finished during the tutorial time.

### Program Progression

You are reminded that satisfactory Program Progression requires that attendance in classes is maintained at equal to or greater than 80%, and that GPA is maintained at equal to or greater than 3.5 [please see Griffith College Policy Library - Program Progression Policy - for more information].

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### Content Schedule

The content for this course has been organised into 3 modules, taught over 13 weeks as summarised in the table below. Each module has a number of topics designed to enable you to progressively explore the concepts and techniques being introduced.

### Weekly Teaching Schedule

Week	Topic	Activity	Readings
1	Introduction to Information Systems (IS) and HAS	Lecture	Textbook Chapter 1
	Introduction to course	Tutorial	Course Outline
2	Business Process & IS, Stakeholders and Rich picture	Lecture	Textbook Chapter 2
	Tutorial exercise	Tutorial	
3	Business Process Modelling and BPMn	Lecture	Textbook Chapter 2
	Tutorial exercise	Tutorial	
4	Data, Information, Knowledge and Decision-making	Lecture	Textbook Chapter 3
	Tutorial exercise	Tutorial	
5	IS, Competitive Advantage, and Value	Lecture	Textbook Chapter 7
	Tutorial exercise	Tutorial	
6	Assignment Briefing	Lecture	Readings on course site
	Tutorial exercise	Tutorial	
7	IS Assessment and Impact	Lecture	Readings on course site
	Tutorial exercise	Tutorial	
8	IT Services Management	Lecture	Textbook Chapter 9
	Tutorial exercise	Tutorial	
9	Organisations and IS	Lecture	Textbook Chapter 2
	Tutorial exercise	Lecture	
10	Successful IS Practice	Lecture	Textbook Chapter 13 Readings on course site
	Tutorial exercise	Tutorial	
11	The IS/IT Industry	Lecture	Readings on course site
	Tutorial exercise	Tutorial	
12	Exam preparation	Lecture	
	Tutorial exercise	Tutorial	

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## Assessment

This section sets out the assessment requirements for this course.

### Summary of Assessment

Item	Assessment Task	Weighting	Relevant Learning Outcomes	Due Date
2	Academic development holistic assessment Assessed workshop exercises	20%	1,2,5,6	Weeks 2,4,6, and 8
3	Individual Assignment - Practice-based Assignment	40%	1,2,3,4,5,6	Week 10
4	Exam - selected and constructed responses Final exam	40%	1,2,3,4,5,6	Exam Period

### Assessment Details

Title: Assessed workshop exercises

Type: Academic development holistic assessment

Learning Outcomes Assessed: 1, 2, 5, 6

Due Date:

Weeks 2, 4, 6 & 8

Weight: 20%

Marked out of: 20

Task Description:

Attempt analytical exercises and producing diagrams, models or reports. There are 4 exercises (weeks 2, 4, 6, and 8).

Due dates:

Exercises are handed to the students in the workshop/lab in weeks 2, 4, 6 and 8. The item is due before the next workshop/lab.

The exact deadlines as below:

Exercise 1:

Start: Your workshop/lab of week 2

In class submission. Deadline: before your workshop/lab of week 3 starts

Exercise 2:

Start: Your workshop/lab of week 4

In class submission deadline: before your workshop/lab of week 5 starts

Exercise 3:

Start: Your workshop/lab of week 6

In class submission deadline: before your workshop/lab of week 7 starts

Exercise 4:

Start: Your workshop/lab of week 8

In class submission deadline: before your workshop/lab of week 9 starts

Criteria & Marking:

Students need to demonstrate that the exercise set the previous week has been completed according to the detailed marking schema provided on 1410ICT course website

Submission: Details provided on 1410ICT course website

Title: Individual Assignment

Type: Assignment – Individual Practice-based Assignment

Learning Outcomes Assessed: 1, 2, 3 4, 5, 6

Submission: via Turnitin on the Course portal page.

Due Date:

Monday of Week 11 (7 January, 2019) – due midnight

Weight: 40%

Marked out of: 40

Task Description:

The assignment final report is due in week 11 Monday (7 January, 2019) at midnight. This assignment assesses the students' ability to interpret the material learnt and represent this material using tools, written opinion and diagrams, using skills learned and demonstrating their understanding of the material covered during the semester.

Criteria & Marking:

The detailed marking rubric which is based on Solo taxonomy is provided on 1410ICT course portal page.

Title: Final exam

Type: Exam - selected and constructed responses

Learning Outcomes Assessed: 1, 2, 3, 4, 5, 6

Due Date:

Examination Period

Weight: 40%

Marked out of: 40

Perusal: 15 minutes

Duration: 120 minutes

Format: Closed Book

Task Description:

Exam – selected and constructed responses.



Date/time:

Held in standard final examination period

Criteria & Marking:

The exam will cover a range of concepts explored during the course. Details provided on 1410ICT course website

### Submission and Return of Assessment Items

Normally you will be able to collect your assignments in class within fourteen [14] days of the due date for submission of the assignment.

Retention of Originals

You must be able to produce a copy of all work submitted if so requested. Copies should be retained until after the release of final results for the course.

### Extensions

To apply for an extension of time for an assignment, you must submit an Application for Extension of Assignment form to your teacher at least 24 hours before the date the assignment is due. Grounds for extensions are usually: serious illness, accident, disability, bereavement or other compassionate circumstances and must be able to be substantiated with relevant documentation [e.g. Griffith College Medical Certificate]. Please refer to the Griffith College website - Policy Library - for guidelines regarding extensions and deferred assessment.

### Assessment Feedback

Marks awarded for assessment items will also be available on the on-line grades system on the Student Website within fourteen [14] days of the due date.

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### Generic Skills

Griffith College aims to develop graduates who have an open and critical approach to learning and a capacity for lifelong learning. Through engagement in their studies, students

are provided with opportunities to begin the development of these and other generic skills.

Studies in this course will give you opportunities to begin to develop the following skills:

Generic Skills	Taught	Practised	Assessed
Written Communication	Yes	Yes	Yes
Oral Communication		Yes	
Information Literacy	Yes	Yes	Yes
Secondary Research	Yes	Yes	Yes
Critical and Innovative Thinking	Yes	Yes	Yes
Academic Integrity	Yes	Yes	Yes
Self Directed Learning	Yes	Yes	Yes
Team Work		Yes	Yes
Cultural Intelligence	Yes	Yes	
English Language Proficiency	Yes	Yes	Yes

#### Additional Course Generic Skills

Specific Skills	Taught	Practised	Assessed
Creativity	Yes	Yes	Yes
Responsible Effective Citizenship		Yes	Yes

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#### Additional Course Information

The teaching team uses your gmail email via the Griffith College Portal as the principal means of advising you of administrative matters. You are expected to regularly check the Griffith College Portal for updates.

#### Teacher and Course Evaluations

Students commented that the use of examples in class was particularly helpful. They enjoy engaging in discussions of various applications of information systems in 'the real world'. In response to students' constructive feedback, lecture slides have now been redesigned to have less content.

Your feedback is respected and valued by your lecturers and tutors. You are encouraged to provide your thoughts on the course and teaching, both positive and critical, directly to your lecturer and tutor or by completing course and lecturer evaluations via Griffith College's online evaluation tool whenever these are available.

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## Academic Integrity

Griffith College is committed to maintaining high academic standards to protect the value of its qualifications. Academic integrity means acting with the values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. It is important for students, teachers, researchers and all staff to act in an honest way, be responsible for their actions, and show fairness in every part of their work. Academic integrity is important for an individual's and the College's reputation.

All staff and students of the College are responsible for academic integrity. As a student, you are expected to conduct your studies honestly, ethically and in accordance with accepted standards of academic conduct. Any form of academic conduct that is contrary to these standards is considered a breach of academic integrity and is unacceptable.

Some students deliberately breach academic integrity standards with intent to deceive. This conscious, pre-meditated form of cheating is considered to be one of the most serious forms of fraudulent academic behaviour, for which the College has zero tolerance and for which penalties, including exclusion from the College, will be applied.

However, Griffith College also recognises many students breach academic integrity standards without intent to deceive. In these cases, students may be required to undertake additional educational activities to remediate their behaviour and may also be provided appropriate advice by academic staff.

As you undertake your studies at Griffith College, your lecturers, tutors and academic advisors will provide you with guidance to understand and maintain academic integrity; however, it is also your responsibility to seek out guidance if and when you are unsure about appropriate academic conduct.

In the case of any allegation of academic misconduct made against a student he or she may request the guidance and support of a Griffith College Student Learning Advisor or Student Counsellor.

Please ensure that you are familiar with the [Griffith College Academic Integrity Policy](#); this policy provides an overview of some of the behaviours that are considered breaches of academic integrity, as well as the penalties and processes involved when a breach is identified.

For further information please refer to the Academic Integrity Policy on the Griffith College website – Policy Library.

## Risk Assessment Statement

There are no out of the ordinary risks associated with this course.

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