MONASH University

Faculty of Information Technology

School of Information Management and Systems

Semester 1, 2004

UNIT OUTLINE

Unit: # IMS1001, Information Systems
CSE1204, Information Systems 1

Handbook entry: The Handbook is at: http://www.monash.edu.au/pubs/handbooks/

The Handbook entry for CSE1204/IMS1001 can be found at:
http://www.monash.edu.au/pubs/handbooks/subjects/ims1001.html

The Handbook entry for CSE1204 can be found at:
http://www.monash.edu.au/pubs/handbooks/subjects/cse1204.html

Unit webpage: To access unit webpage, select:
http://www3.sims.monash.edu.au/subjects/ims1001

Staff:

Lecturers	
	Dr Ilona Jagielska (Unit Leader) Room S7.05 Caulfield Campus Phone: 9903 2411 Ilona.Jagielska@infotech.monash.edu.au Dr Rob Meredith Room S8.04 Caulfield Campus Phone: 9903 2396 Rob.Meredith@infotech.monash.edu.au
Tutors	Jacob Zhivov Nishita Patel

Contacting staff: The preferred means of organising a consultation time with staff is via email or phone to make an appointment.

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Aim: To provide a general introduction to the fundamental concepts underlying the study of information systems, the process of information systems development including some of the techniques used by Systems Analysts and the practice of systems analysis.

Objectives: At the completion of this subject you should have a good understanding of the concepts necessary for informed professional practice as a systems analyst. Specifically, you should understand the concept of abstraction; the concept of information as the basis for decision making; the concept of abstraction as a means of managing complexity; the concept of modelling as a comprehension, design and communication device; the concept of a life-cycle of system development and the concept of ethical professional practice. The technique of Data Flow Diagramming as a system modelling tool should be mastered. The importance of, and techniques for information gathering and information presentation should be understood.

Texts and software:

Whittman, J.L., Bentley, L.D., and Dittman, K.C. (2001) *Systems Analysis and Design Methods, 5th ed.* New York: Irwin/ McGraw-Hill

Recommended texts:

Alter. S. 1996. *Information Systems: A Management Perspective* (2nd edition) Benjamin-Cummings Publishing Company. Meno Park: CA, USA.

Checkland, P.B. 1993. *Systems Thinking, Systems Practice* John Wiley & Sons, Chichester. England.

Combs, MR. 1995. *1nformation Systems for Business Management* Pitman Publishing, London. England,

Curtis, G. 1998, *BusIness Intormation Systems: Analysis, Design and Practice (3rd edition*) Addison-Wesley Longman Publshing Company, 1Harlow, England.

Gelinas, U.J., Sutton, S..G. and Oram, A.E, 1999. *Accounting Information Systems* (4th edition) South-Western College Publishing, Cincinnati, USA.

Hoffer, J.A., George, J.F., and Valacich, J.S. 2005, *Modern Systems Analysis and Design (4th edition*) Pearson Prentice Hall, New Jersey, USA.

Schön, DA 1991. The *Reflective Practitioner: How Professionals Think in Action.* Arena Ashgate Publishing Lld. Aldershot, England.

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Study materials:

It is essential for all students to have the textbook or access to a copy of it.

We provide:

- Assignment specifications
- Lecture Notes available for download from www.
- Sample examination paper (previous years) through Library.

Unit structure and organisation:

Week	Topics	Tutes/Labs/Assignments
1	Introduction and System Concepts (RM)	**No Tutorial Week 1**
2	Basic Business Systems (RM)	Tutorial: System concepts
3	Data Gathering for Information Systems Development (RM)	Tutorial: System concepts ctd. Assignment introduction Form assignment groups
4	Alternative data gathering methods (RM)	
5	Information System Development (RM) Systems Development Lifecycle SDLC	Assignment Task 1: Interviews Assignment: Interview plans due
6	Modelling as a Communication Tool (RM) Introduction to Process Modelling	Assignment: Interview Report due Tutorial: Introduction to Process Modelling
7	Process Modelling: Data Flow Diagrams (IJ)	Tutorial: Process Modelling
8	Data Flow Diagrams (IJ)	Tutorial: Assignment models
9	Detailed Process Definition (IJ) The Data Dictionary	Tutorial: Assignment report
10	Communication and Documentation during Systems Development (IJ)	Tutorial: Process Modelling – detailed process definition
	Non-Teaching Week	
11	Working in Teams (IJ)	Tutorial: Communication and Documentation Assignment Task 2: System Specification Report due
12	Ethics and Professional Conduct Quality in Information Systems (IJ)	Assignment: Presentation
13	Revision (IJ & RM)	Tutorial: Revision

NB. This information is subject to change

Workload:

This is a six point unit which, according to University guidelines, requires you to spend 12 hours per week (a total of at least 156 hours per semester).

The anticipated workload is:

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The anticipated workload is:

- 1 hour preparation for lecture
- 2 hours per week lecture
- 1 hour preparation for tutorial
- 2 hours per week tutorials
- 4 hours per week preparation and assignment
- 2 hours per week reading

Assessment:

The aims of the assignments in this subject are to develop your skills and test your ability in:

- data gathering;
- report writing;
- modelling information systems processes;
- making verbal presentations

The assignments (40% weighting) and a three hour examination (60% weighting) will be used to assess whether you have achieved the objectives of this subject.

Three individual assignments (total assessment value 40%)

Assignment 1, Value 10%, Due Weeks 4 and 6, Interview Plan & Interview Report

Assignment 2, Value 20%, Due Week 10, System Specification Report

Assignment 3, Value 10%, Due Week 12, System presentation

Assignments should be delivered during tutorial sessions on or before the due week. Late submissions will be penalised at the rate of 5% per day overdue. If you believe that your assignment will be delayed because of circumstances beyond your control such as illness you should apply for an extension before the due date. Medical certificates or certification supporting your application may be required.

Formal supervised assessment

A "closed book" examination, 3 hours, (assessment value 60%).

The formal supervised assessment for this unit will be an exam scheduled in the formal examination period following the last week of semester. You are required to be available for the exam and any necessary supplementary assessment procedures until the end of the assessment period. Alternative times for exams will not be approved without a medical certificate for a significant illness, or equivalent evidence.)

The examination will test to see whether you have met the objectives of this subject.

NOTE: You must perform satisfactorily on both the examination and the assignments in order to pass this subject.

In order to pass the subject, students must obtain at least 50% of the available marks for the subject. In addition, there is a hurdle requirement that students must obtain at least 40% of the marks allocated for assignment work AND at least 40% of the marks allocated for the examination. If a student fails one of the hurdle requirements a fail mark up to a maximum of 44% will be returned to the Board of Examiners, even if the numeric total of a student's mark is greater than 44%.

Note:

- Assignments in this unit are no less important than those of other units. Your inability to manage your time or computing resources will not be accepted as a valid excuse. (Several assignments falling due at the same time is often unavoidable.)
- Backup copies are required to be made of all assignments and retained for 12 months, in case of loss.
- Hardware failures are not normally recognised as a valid reason for obtaining an extension or handing in a late assignment.

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Assessment Notes

1   Acknowledgment of sources

Each time you complete any assessment, please refer to and make yourself familiar with the most current information regarding acknowledgement of sources, plagiarism and academic conduct contained in the SIMS Policy website.

http://www.sims.monash.edu.au/policies

2.   Assignments

2.1   Standards for presentation

All printed assignment work must be word processed and meet the standards set out in the assignment. Refer also to the *School of Information Management and Systems* guidelines for writing assignments for additional information on presentation standards:

http://www.sims.monash.edu.au/resources/style.html

2.2   All assignments must include an appropriate **signed** SIMS assignment cover page. See the SIMS web site for downloadable (PDF) copies of SIMS assignment cover pages

http://www.sims.monash.edu.au/resources/assessment.html

2.3   Extensions

If you believe that your assignment will be delayed because of circumstances beyond your control such as illness, you should apply for an extension prior to the due date. All applications for extensions must be made in writing to your lecturer. Medical certificates or other supporting documentation will be required.

Late assignments submitted without an approved extension may be accepted at the discretion of your lecturer, but will be penalised at the rate of 10% of total assignment marks per day (weekends count as one day). Example:
Total marks available for the assignment = 100 marks
Marks received for the assignment = 70 marks
Marks deducted for 2 days late submission (20% of 100) = 20 marks
Final mark received for assignment = 50 marks

2.4   Submission of assignments

Assignments should be received by your tutor on or before the due date. In the absence of other instructions, all assignments are to be submitted to your tutor during your allocated tutorial.

2.5   Return of assignments

Assignments will either be returned in specified tutorials during semester or via the SIMS Frontdesk collection system outside semester.

In general, assignments will be returned within two to three weeks of the due date.

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3   **Student Academic Grievance Procedure**

If you have a concern or issue about aspects of your assessment or other academic matters, you are encouraged to follow the SIMS Student **Academic Grievance Procedure:** http://www.sims.monash.edu.au/policies

4.   **Pass requirements**

The 40% rule applies to units and determines the final result for a student where the student's performance in either the examination or assignment component of the unit is unsatisfactory. Students need to be aware of the 40% rule which is:

In order to pass a unit, a student must gain all of the following:

- at least 40% of the marks available for the examination component: i.e. the final examination and any tests performed under exam conditions, taken as a whole

- at least 40% of the marks available for the assignment component: i.e. the assignments and any other assessment tasks (such as presentations) taken as a whole

- at least 50% of the total marks for the unit

Where a student gains less than 40% for either the examination or assignment component, the final result for the unit will be no greater than '44-N'.

5.   **Grades**

The grades awarded by the Faculty of Information Technology are:

Grade	Code	Marks
High Distinction	HD	80-100
Distinction	D	70-79
Credit	C	60-69
Pass	P	50-59
Fail	N	0-49
Near Pass	NP	45-49 (may be awarded by Board of Examiners only)
Deferred	DEF	-
Withheld	WH	-