Seminar 13:
Revision
Semester 1, 2005

Seminar Objectives

This seminar will:
• Review the content covered by IMS1501
• Prepare you for your IMS1501 Exam
S2: Introduction to Systems – Part 1 (SF)

- Define the term system
- Describe how organisations are classified as systems
- Define information systems
- Describe their supporting role in organisational systems
- Describe different information systems
  - Transaction processing systems (TPS)
  - Management support systems (MSS)

S3: Introduction to Systems – Part 2 (CG)

- Understand the difference between data/information/knowledge
- Why is information important to society?
- What is information overload?
  - How do we overcome it? – Information profiles
- How do we handle ethical issues in IT?

S4: The Systems Development Life Cycle (CG)

- Understand business problems and opportunities – why problems occur?
- What is the SDLC? What are its benefits?
- Understand and be able to describe the main phases of the SDLC
- Alternative Approaches to IS Development
  - usefulness and limitations of these alternatives
S5: Group work / Communication (KL)

- Teams enable us to work faster, smarter and cheaper
- Shared goals, responsibilities and accountability
- Characteristics of an effective team:
  - Common goals
  - Open and effective communication
  - Balanced team focus
  - Trust each other
  - Appreciate diversity

S5: Group work / Communication (KL)

- Communication is very closely linked to collaboration, and the skills required to communicate are also required to collaborate
- To collaborate you need to communicate, to communicate you need to trust
- Team skills – technical, problem solving, interpersonal
- Teams, technology and communications – temporal and spatial boundaries dissolved
- Social implications and impact of the use of technology to support team work.

S6 + S7: Project Management (SF)

- Define project management
- Discuss the three main issues involved with a successful project outcome
  - these are referred to as “constraints”
- Identify the phases of a project life cycle
- Describe the processes involved in the initiation and planning phases
- Understand the interpersonal skills required for effective project management
S8: Efficiency Tools (KL)

"If you need to do the same thing more than once - then there must be an more efficient way to do it" (Kathy)

- Automate repetitive tasks
- By selecting the right tool, a task can be done faster, high quality (task-technology fit, Goodhue & Thompson, 1995)
- Efficient use of software – examples
- Efficient use of hardware - examples

S9: Documentation (KL)

- Plan your document as you develop the system
  - Specify the document -> Draft and edit -> Review -> Publish -> Maintain
- Consider the
  - audience; sets the tone, style, language and emphasis
  - purpose; identifies the content, indicates the level of detail required
  - medium; paper-based, online, aural and visual
  - good documentation versus poor documentation
  - documentation checklist
  - clear objectives, know target audience, consistent, version control and maintenance procedures in place

S10: Analysis Overview (CG/KL)

- Understand the purpose of the Analysis phase, and the main tasks
- Data Gathering
  - What data do you need?
  - How do you get it?
  - Advantages/disadvantages of various methods
- Data gathering reality vs. practice
## S11: Design Overview (KL)

- Input $\rightarrow$ process $\rightarrow$ Store $\rightarrow$ Output
- Need to consider all the elements of a computer system:
  - Hardware
    - motherboard, CPU, I/O devices, storage, peripherals
  - Software,
    - Operating system, system, application
  - Data,
    - Type, input/output, format, transmission (networks)
  - People
    - The users

## S12: Implementation, Review & Maintenance Overview (SF)

- Understand how the six phases of the SDLC are interrelated
- Name and describe the processes in the Implementation phase
- Describe the review and maintenance phase of the SDLC

## Unit Assessment

- Exam - 20%
- Other Assessment – 80%

  - a pass requires a final mark of 50% or more
  - hurdle - you must earn a minimum of 40% for the exam AND a minimum of 40% for the assignments
Example of assessment hurdle

- Practical mark = 60/80 = 75%
- Exam mark = 6/20 = 30%
- Total mark = 66/100 = FAIL!!

WHY?
- Because the Exam mark is less than 40% the officially recorded result will be a failed result of 44%

Exam Format

- 10 mins reading, 2 hours writing
- Write in exam booklet
- 5 questions worth 100%
  - Q1: Multiple choice – 22 questions
  - Short answer / Essay style / Scenario questions
  - Q2: 22 marks
  - Q3: 15 marks (write on ONE of the topics)
  - Q4: 21 marks
  - Q5: 20 marks

Hints

- THERE WILL BE SHORT ANSWER QUESTIONS ON:
  - The Systems Development Lifecycle
  - Systems Development Alternatives
    > Additional reading and research required
  - Project management
    > PPT slides will be sufficient to answer this question
  - ......... as well as other topics
Exam Preparation

- Analyse each week’s lecture
  - Address the learning objectives for each week
  - Identify the major issues
  - Think about the major issues discussed in lectures
- Mind map using the SDCL phases
  - Use memory joggers to help you remember important points
- Answers to the short answers:
  - Read what is required ie does it say list, describe, discuss, name …
  - Prepare the answer based on these descriptors eg.
  - Describe DOES NOT MEAN LIST – you will not gain full marks if you do not follow the question requirements
- Time yourself – you only have two hours

Exam cheating

Don’t do it
You will get caught
We know all the tricks

IMS1501 Review

- Positives
  - Good participation and attendance in studios
- Negatives
  - Extremely poor seminar attendance

Finally:
BEST OF LUCK FOR THE EXAM
- We hope to see you in IMS1502
GOODBYE

HAVE A FUN

MID-SEMESTER BREAK