

## Business Informatics Case Studies – 7106

### Unit Outline 2009

#### Faculty of Information Sciences and Engineering

#### University of Canberra

*Australian Government Higher Education (CRICOS)  
Registered Provider number: #00212K*

This Unit Outline must be read in conjunction with:

- a) *Studying at the University of Canberra: A Guide to Policies and Procedures*, which sets out University-wide policies and procedures, including information on matters such as plagiarism, grade descriptors, moderation, feedback and deferred exams, and is available at <http://www.canberra.edu.au/student-services>
- b) *Guide to Student Services at the University of Canberra*, and is available at <http://www.canberra.edu.au/student-services>
- c) Any additional information specified in section 6f.

#### 1: General Information

- 1a Unit title:** Business Informatics Case Studies PG
- 1b Unit number:** 7106
- 1c Semester and year offered:** Semester 2, 2009
- 1d Credit point value:** 3
- 1e Unit level:** P
- 1f Name of Unit Convener and contact details (including telephone and email):**  
Neil Lynch, 11 A 52, 6201 2408  
[neil.lynch@canberra.edu.au](mailto:neil.lynch@canberra.edu.au)
- Consulting Hours:** by appointment – contact by email or phone.
- Name of Unit Moderator and contact details (including telephone and email):**  
Charles Palmer, 11 C 19, 6201 2432  
[charles.palmer@canberra.edu.au](mailto:charles.palmer@canberra.edu.au)
- 1g Administrative contact details (including name, location, telephone and email):**  
School of ISE Office, 11 B 14, 6201 2417 or 6201 2153  
[ise@canberra.edu.au](mailto:ise@canberra.edu.au)

## **2: Academic Content**

### **2a Unit description and learning outcomes**

#### **Syllabus**

This unit emphasizes the development of the business case to support the design and planning of a business informatics system. It draws together issues in informatics and business analysis practice through a series of lectures, tutorials and case studies led by practitioners working in the private and public sectors. It is intended to illustrate a variety of different application areas, raising issues relevant to professional practice.

#### **Learning Outcomes**

Students will be able to apply analysis and modelling skills to develop a business case and design and plan business informatics systems. They will be able to consider the manner in which the needs of different stakeholders, as well as technical, financial and ethical issues, impact on the development and implementation of a successful business system.

#### **Generic Skills**

A link to the generic skills expected of UC graduates is shown below:  
<http://www.canberra.edu.au/uc/policies/acad/generic.html>.

### **2b Prerequisites and / or co-requisites**

24 credit points towards the MBI or MIT (BI) degree and two years relevant work experience. It is also assumed that you have high level written, visual and oral communication skills.

Note that prerequisites are strictly enforced.

## **3: Delivery of Unit and Timetable**

### **3a Delivery mode**

This unit is delivered in the traditional manner, that is, on-campus during the standard semester times with weekly combined lectures and tutorials.

### **3b Schedule of topics/lectures/tutorials/practicals/field classes by week**

A combined lecture and tutorial is on Thursday, 12:30 to 2:30 in 9 A 1. The schedule of lecture topics will be published in a separate document.

## **4: Unit Resources**

### **4a Lists of required texts/readings**

There is no prescribed text for this unit. Reading lists will be provided throughout the semester.

**4b Materials and equipment**

None required apart from preparation of assessment items e.g. presentations to class, reports, etc. Students have access to ISE laboratory resources.

**4c Unit website**

The unit web site is accessible from <http://learnonline.canberra.edu.au/>. Dynamic information will be made available on this site. It is your responsibility to check your student email account or the unit Web site on a regular basis (at least every two working days).

**5: Assessment****5a Assessment overview**

Assessment Item	Due Date of Assignments	Weighting
Tutorial Work	Continuous	20%
Case Study Presentations (Preliminary)	Week 7	) 30%
Case Study Presentations (Final)	Week 13 or 14	
Case Study Report	Week 14	50%

There is no examination in Business Informatics Case Studies.

All assessable work must have a cover sheet (provided on the unit web site) with your name, student number, and a signed declaration that the submission is your own work.

The author-date or 'Harvard' system is to be used in all written submissions. See "An Abridged Guide to Referencing with examples in the Harvard Author-Date Referencing style" on the University Library Citation Guide site at:

[http://www.canberra.edu.au/library/research-gateway/research\\_help/referencing-guides](http://www.canberra.edu.au/library/research-gateway/research_help/referencing-guides).

All assessment items are required to be presented / submitted on the agreed date.

**5b Details of each assessment item****Tutorial Work: (20%)**

Each student will be required to give up to 3 short presentations on topics covered in the weekly tutorials. These will be prepared in advance. Students will be required to speak for a maximum of 5 minutes. Presenters will be chosen at random i.e. you will need to come prepared to present on each topic in every week.

**Note:** if you are unable to attend any of the lecture / tutorial sessions you will need to notify the Unit Convener at least 1 hour prior to the session commencement time, and to email [neil.lynch@canberra.edu.au](mailto:neil.lynch@canberra.edu.au) with a copy of your slides and notes for that week. Failure to do so may result in you receiving zero marks for that assessment item.

While all assessment items are individual, with the prior agreement of the Unit Convener, one of your tutorial presentations may be presented with one other student.

In addition, you will be assessed on your contribution to the discussion each week. That is questions asked, issues raised, and other contributions as deemed appropriate. **Note:** considered contributions will be considered more favourably than just quantity.

### **Case Study Report: (50%)**

This is a report covering the analysis, in terms of topics introduced in this unit, of a business operation. The focus will be an examination of how the business and the technology work together to solve one or more business problems including a brief analysis that may include one or more of:

- CBA (costs and benefits);
- Risk management analysis;
- Quality assurance measures; and
- Alternative solutions.

A guide to a range of topics required to be covered in this assignment will be given separately.

### **Case Study Presentations: (30%)**

#### **Preliminary:**

Students will present a preliminary (10%) in Week 7. This presentation will provide an outline of salient and interesting points you propose to cover in your Case Study Report.

#### **Final:**

Your final (20%) presentation in will be made in either Week 13 or 14. This presentation will provide an overview of the key features of the case study and what makes this an interesting business informatics case study.

## **5c Special assessment requirements**

In order to pass this unit, student must complete every assessment item, and achieve a mark higher than 50% for each item. Failure to pass any of the three assessment items will result in failure in this unit. If you meet the conditions for a pass, your grade will be awarded on the basis of the “unit mark” calculated using the weightings shown in the assessment overview.

Higher grades will be derived in accordance with the following table:

Overall Mark	Combined Case Study Presentation	Final Report	Grade
At least 65%	At least 60%	At least 60%	CR
At least 75%	At least 70%	At least 70%	DI
At least 85%	At least 80%	At least 80%	HD

If you are in jeopardy failing the unit, appropriate moderation procedures will be used.

All assignments are required on the due date.

If you are unable to complete an assignment by the due date, or attend a presentation, you must submit a request for an extension before the due date (if possible) noting your reason. If there is a medical basis for the request it must be accompanied by a medical certificate (see below).

Medical certificates. Your medical certificate must clearly state:

- That you were unfit to complete the assignment;
- The date of the medical consultation;
- The period during which you were / are / will be unfit; and
- The severity of your illness.

Generally, resubmission of an unsatisfactory assignment is not an option in this unit.

A resubmitted assignment (if requested by your unit convenor) can gain at most 50% of the total available marks for that assignment.

Late assignments will incur a penalty of 5% per day of the total possible marks for that assignment.

Non-attendance at presentation sessions will result in zero marks for the relevant assessment item.

If you have any doubt about the requirements of any particular assessment item or procedure, you must contact the Unit Convener about this.

#### **5d Supplementary assessment**

To be eligible for supplementary assessment in this unit, you must:

- be enrolled in your final semester of study; and
- have failed this unit, with a final mark between 45-49%; and
- have passed all other units undertaken in this semester.

This unit must be the final unit required to complete the academic requirements of your course.

#### **5e Text-matching software**

Text matching software may be used in this unit. If so, full details will be provided in the assignment(s) in which it is to be used.

### **6: Student Responsibility**

#### **6a Workload**

The amount of time you will need to spend on study in this Unit will depend on a number of factors including your prior knowledge, learning skill level and learning style. Nevertheless, in planning your time commitments you should note that for a 3cp Unit the total notional workload over the fifteen week semester is assumed to be 150 hours or an average of 10 hours per week. These hours include time spent in classes. The total workload for Units of different credit point value should vary proportionally. For example, for a 6cp Unit the total notional workload over a fifteen week semester is assumed to be 300 hours or an average of 20 hours per week.

#### **6b Special needs**

Students who need assistance in undertaking the unit because of disability or other circumstances should inform their Unit Convener or the Disabilities Office as soon as possible so the necessary arrangements can be made.

#### **6c Attendance requirements**

As noted above, if a student is expected to present and they have not previously notified the Unit Convener of their intended absence, and emailed their slides and notes for that assessment item to [neil.lynch@canberra.edu.au](mailto:neil.lynch@canberra.edu.au), they will receive zero marks for that assessment item.

Illness and work commitments will not be acceptable reasons for non-attendance unless a medical certificate or other reasonable evidence can be provided.

Announcements may be made throughout the unit, typically to clarify requirements for assignments. Any such announcements are published on the unit web site. Such announcements are deemed, within two working days, to be made to the whole group. Announcements made at an organised session are deemed to be made to the whole group.

#### **6d Required IT skills**

There are no specific IT skills required for this unit.

#### **6e Costs**

There are no additional costs associated with this unit apart from materials you choose to use in the preparation of assessment items.

#### **6f Additional information**

##### **Feedback**

Feedback on progress may be provided to students in any of several ways:

- Through comments to the class during contact sessions.
- Through the unit web site.
- In written form on your assignments.
- During your seminar presentations.
- By peers.
- By email.
- In individual consultation.

### **7: Student Feedback**

All students enrolled in this Unit will have an opportunity to provide anonymous feedback on the Unit at the end of the Semester via the Unit Satisfaction Survey which will be presented to you on OSIS. Your Unit Convener or tutor may also invite you to provide more detailed feedback through an anonymous questionnaire administered through the University's Centre for the Enhancement of Learning Teaching and Scholarship (CELTS).

### **8: Authority of this Unit Outline**

Any change to the information contained in Section 2 (Academic content), Section 3 (Delivery of Unit and timetable) and Section 5 (Assessment) of this document, will only be made by the Unit Convener if the written agreement of staff and a majority of students has been obtained; and if written advice of the change is then forwarded to each student enrolled in the Unit at their registered term address. Any individual student who believes him/herself to be disadvantaged by a change is encouraged to discuss the matter with the Unit Convener.