ADMS | Advanced Diploma in Management Studies Programme

Course Name	**: Information Technology**
Course Code	**: 68**
Basic Course / Optional Course / Compulsory Course	**: Basic Course**
QF Level	**: 4**
No. of QF Credit	**: 9**
Mode of Tuition	**: Sectional approach**
Class Contact Hours	**: 30 hours**

Brief Course Description

This course develops the necessary Information Technology (IT) knowledge for an end-user to function effectively in an organizational setting. Key topics in the course include fundamental concepts of hardware, software, database management, telecommunication and Internet technologies; how IT supports business strategies and operations; common business IT applications; systems development process; management of IT function; and the role of IT in the information age.

Objective

This course aims to provide students with an appreciation of the operational as well as strategic importance of IT in business. It also introduces the role of IT in different functional areas at various management levels of an organization.

Course Intended Learning Outcomes (CILO)

Upon completion of the course, students should be able to:

CILO 1: recognize about the fundamental concepts, development and managerial implications of computer hardware, software, database management, telecommunications, and Internet technologies;

CILO 2: discuss the role of IT in supporting business operations, decision making, process innovation, and strategic advantage;

CILO 3: identify commonly used IT applications;

CILO 4: analyze the system development and implementation process; and

CILO 5: discuss the management of information technologies, activities and resources in an organization setting.

Measurement of Learning Outcomes

1. Final examination and mid-term test assess students' ability to explain the concepts and role of IT. [CILO 1, 2]

2. The Investigative Group Project and oral presentation assess students' ability to study and analyze the effective and ethical use of IT in business. [CILO 2, 3]

3. The Electronic Commerce Laboratory assesses students' ability to apply IT skills to electronic commerce applications and discuss about the development and implementation process. [CILO 3, 4]

4. The Case Studies assess students' ability to discuss management of information technologies, activities and resources in the organization setting. [CILO 5]

Indicative Content

1. Managing in the Digital World

   Information Systems Today
   Evolution of Globalization
   Information System Defined
   The Dual Nature of Information Systems
   IS Ethics

2. Gaining Competitive Advantage Through Information Systems

   Enabling Organizational Strategy through Information Systems
   International Business Strategies in the Digital World
   Valuing Innovations
   Freeconomies: Why Free Products Are the Future of the Digital World

3. Managing the Information Systems Infrastructure and Services

   The IS Infrastructure
   IS Infrastructure Components
   Issues Associated with Managing the IS Infrastructure
   Cloud Computing

4. Enabling Commerce Using the Internet

   Electronic Commerce Defined
   Business-to-Consumer e-Commerce and Internet Marketing
   Mobile Commerce, Consumer-to-Consumer EC, and Consumer-to-Business EC
   Managing Finances and Navigating Legal Issues in EC
   e-Government

5. Enhancing Collaboration Using Web 2.0

   The Need for Communication and Collaboration
   The Evolving Web
   Traditional Collaboration Tools
   Social Media and the Enterprise
   Managing the Enterprise 2.0 Strategy

6. Enhancing Business Intelligence Using Information Systems

   Business Intelligence
   Business Intelligence Components

7. Enhancing Business Processes Using Enterprise Information Systems

   Core Business Processes and Organizational Value Chains
   Enterprise Systems
   Enterprise Resource Planning
   The Formula for Enterprise System Success

8. Improving Supply Chains and Strengthening Customer Relationships Using Enterprise Information Systems

   Supply Chain Management
   Customer Relationships Management

9. Developing and Acquiring Information Systems

   Making the Business Case
   The Systems Development Process
   Acquiring Information Systems

10. Securing Information Systems

    Computer Crime
    Information Systems Security
    Managing IS Security
    Information Systems Control and Auditing

Teaching Method / Class Activities

Lectures are used to introduce the topics. Class activities include case discussion, computer laboratory sessions, and student presentation are used to illustrate the practical application of each key skill and to facilitate students' learning.

Weighting of Assessments:

Continuous assessment	50%	
- Mid-Term Test		15%
- Investigative Group Project and Oral Presentation		20%
- Case Studies		10%
- Electronic Commerce & Social Media Laboratory		5%
Final Examination	50%	
Total	100%	

Textbook

Valacich, J. & Schneider, C., 2016. *Information systems today managing in the digital world, international edition. 8*th ed. Edinburgh Gate: Pearson Education.

NOTIONAL LEARNING HOURS (NLHs) AND QF CREDIT OF THE COURSE

		Learning outcomes	Contact hours (a)	Self-study hours (b)	Total hours (a+b)
Learning and teaching activity					
1	Lecture	CILO 1,2,3,4,5	23	46	69
2	Tutorial				
3	Practical work (laboratory, workshop, etc.)	CILO 3,4	2		2
4	Online, distance and blended learning				
5	Internship / placement / fieldwork				
6	Others				
Assessment					
7	Exercise (case studies)	CILO 5	1	3	4
8	Project	CILO 2,3	3	9	12
9	Test / examination / assessment activities	CILO 1,2	3		3
10	Others				
Total NLHs					90
QF credit = Total NLHs/10					9