

# ICT292 Information Systems Management

January Trimester, 2017

**DATE DUE: 24<sup>th</sup> February 2017, 1130pm (UTC +08).**

Some important points worth noting:

- Students should **submit their assignment using LMS** (unless alternative arrangements have been made) **BEFORE 11:30pm (Perth time: UTC +08) on the due date.**
- **THE FILE YOU SUBMIT MUST BE NAMED USING THE FORM:** StudentNumber.doc or other appropriate file extension. You **must** keep a copy of your assignment **and be prepared to provide it on request.**
- If you have questions about the assignment, you can ask your tutor, the unit coordinator, or post a question on the LMS discussion board (preferred). Please check the discussion board before asking to make sure that your question has not already been answered.
- This assignment consists of 100 marks. Marks are allocated as described in the assignment. Late submissions will be penalised at the rate of 5 marks per day late or part thereof. Assignments will not be accepted more than 14 days after the submission date as assignment return will have commenced.
- The University treats plagiarism, collusion, theft of other students' work and other forms of dishonesty in assessment seriously. This is an **INDIVIDUAL** assignment. Any instances of dishonesty in this assessment will be immediately forwarded for investigation.

## Written Report (30% of the final mark for the unit)

Select one topic from the list below and prepare a report that addresses the topic. If you would like to write your report on a topic that is not listed below (but of relevance to the unit), please discuss your choice with the teaching staff.

1. Health Care Information Management
  - How does management of health care information differ from management of business information?
2. Data Quality Improvement Strategies
  - What strategies can organisations put in place to improve their data quality?
3. The Cost of Poor Information Management
  - How can the costs of information management be justified in organisations?
4. Information Overload
  - Is too much information just as bad as too little?
5. The Role of the Business in Information Management
  - Who should have the responsibility for information management?

A very useful guide as to how to plan and write your report can be found at  
<http://www.monash.edu.au/lis/lionline/writing/information-technology/report/1.3.xml>

To better understand how to write with references and sources of information you should go to <http://www.phrasebank.manchester.ac.uk/> and be sure to look at the

resources available to you here at Murdoch via <http://our.murdoch.edu.au/Student-life/Study-successfully>

**Referencing style:** the preferred style for this report is APA. Please see <http://libguides.murdoch.edu.au/APA> If you would prefer to use a different style, please discuss it with the Unit Coordinator.

**Length:** Approximately 1500 words (+/- 10%) not including references or appendices

The following rubric will be used to mark your report:

	HD	D	C	P	N
Content (45%)	Report demonstrates a deep understanding of the chosen topic. The discussion is very well supported by a wide range of sources. It includes: Concise summary of the topic. Comprehensive review of literature. Concise and insightful observations and analysis. Clear and appropriate conclusions	Report demonstrates a good understanding of the chosen topic. The discussion is well supported by a wide range of sources. It includes: Clear description of the topic. Comprehensive review of literature. Thoughtful observations and analysis. Clear and appropriate conclusions.	Report demonstrates a reasonable understanding of the chosen topic. The discussion is mostly supported by a wide range of sources. It includes: Description of the topic. Adequate review of literature. Relevant observations and analysis. Appropriate conclusions.	Report demonstrates a very basic understanding of the chosen topic. Sources are only occasionally integrated in the report. There may be some irrelevant information. It includes most of the required sections, but these are not sufficiently completed. The report may seem fragmented, or difficult to understand the relationships between the sections.	Report demonstrates no understanding of the chosen topic, or includes irrelevant information. There is no support from any sources. Some required sections of the report are missing or inadequately completed. It is unclear as to how the sections of the report relate to one another.
Organisation (20%)	Report has a clear and appropriate introductory section, development and conclusion. The organisation logical and the content cohesive.	Report has a clear and appropriate introductory section development and conclusion. The organisation is logical, and there is cohesion throughout the report	Report has a good introductory section, development and conclusion. The organisation is logical, however some areas need further development. There is some repetition between sections.	Report has acceptable introductory section, development and conclusion. Organisation is generally clear, but lacks cohesion which makes the ideas difficult to follow. Some unnecessary duplication of ideas or information may be present	The report is unclear, paragraphs are incoherent or under developed; seems disorganised, and there is almost no cohesion between different sections. Repetition of ideas may also be frequent.
Word choice, punctuation, grammar and spelling (10%)	Writing is error free	There is only the occasional error in word choice, grammar, spelling and punctuation	There may be some errors in word choice, grammar, spelling and punctuation, but these mostly do not interfere with meaning.	The number of errors in word choice, grammar, spelling and punctuation make it difficult at times to understand the ideas, and/or effect cohesion of the text	Report has serious and persistent errors in word choice, grammar, spelling and punctuation which significantly interferes with meaning
Presentation (10%)	Professional physical layout and attention to detail	Well designed physical layout and attention to detail. Only the occasional formatting error	Clear layout with work neatly presented. Maybe occasional formatting errors.	Acceptable physical layout, but not consistently applied to each part of the report. Some errors.	Physical layout detracts from the content of the report. May be inconsistent design, or inappropriate design. Significant number of formatting errors.
Reference (15%)	Sources are clearly integrated in the report through use of summary, paraphrase and quotation. The report consistently uses a chosen referencing style. Source material fits smoothly into the writer's own text.	Sources are clearly related to the content of the report and there is an appropriate use of paraphrase or quotation. There is accurate use of the chosen referencing style. Source material fits smoothly into the writer's own text.	Sources are used to substantiate the ideas in the report. The chosen referencing style has been used, however there are some errors present.	Source material may be used uncritically, may lack variety, or is mostly limited to quotation. The chosen referencing style has been used, but not always accurately or consistently.	Source material may be misquoted, poorly paraphrased, used uncritically, or has an unclear relationship to the content of the report. Inaccurate use of the referencing style, or an absence of referencing.

Adapted from "Example Rubrics"

<https://blendedlearning.vu.edu.au/resources/sample-rubrics.html> (accessed 20th July, 2016)