BSc Business Information Systems

BSc (Honours) Business Information Systems

Programme Specification

Primary Purpose

Course management and quality assurance.

Secondary Purpose

Detailed information for students, staff and employers. Current students should refer to the related Course Handbook for further detail.

Disclaimer

The University of Portsmouth has checked the information given in this Programme Specification. We will endeavour to deliver the course in keeping with this Programme Specification; however, changes may sometimes be required arising from annual monitoring, student feedback, review and update of units and courses. Where this activity leads to significant changes to units and courses, there will be prior consultation of students and others, wherever possible, and the University will take all reasonable steps to minimize disruption to students. It is also possible that the University may not be able to offer a unit or course for reasons outside of its control, for example; the absence of a member of staff or low student registration numbers. Where this is the case, the University will endeavour to inform applicants and students as soon as possible. Where appropriate, the University will facilitate the transfer of affected students to another suitable course.

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Contents

Course Details

1. Named Awards

BSc (Hons) Business Information Systems

BSc Business Information Systems

2. Course Code (and UCAS Code if applicable)

R0351P and R0352P

3. Awarding Body

University of Portsmouth

4. Teaching Institution

Informatics Global Campus, Singapore

5. Accrediting Body

None

6. QAA Benchmark Groups

Computing

7. Document Control Information

Version 1.6 July 2017

Version 1.7 July 2018

8. Effective Session

2018-19

9. Author

Dr K Dingley

10. Faculty

Faculty of Technology

11. Department

School of Computing

Curriculum

12. Educational Aims

The Informatics Programme:

BSc (Hons) Business Information Systems and BSc Business Information Systems degrees are both delivered through the collaboration between University of Portsmouth and Informatics Global

Campus Singapore. The courses aim to combine a deep understanding of the significance of information systems with a robust development of problem solving and computational skills that will prepare students for professional posts in the computing industry. Students will bring their existing skills to the framework of units, where their talents will be exercised and directed towards theoretical understanding and practical implementation of knowledge gained.

The ordinary programme offers students with many calls on their time, or who may not have been studying for some years, the opportunity to study for a degree without the full demands of an honours programme. Additionally, the honours programme aims to offer a flexible framework within which to build on a wide range of previous knowledge and experience towards professional aspirations within the spectrum of modern information systems. In addition, and more generally, the honours programme aims to:

- Provides a challenging, stimulating and rewarding study environment.
- Provides a framework whereby individual study paths may be varied by means of a choice of options.
- Develop a range of transferable skill by means of opportunities provided in the study units.
- Provide a self-managed project with guidance from an appointed supervisor.

Accommodate student needs in relation to maximising their career potential by enabling them to develop knowledge, critical understanding and skills in their chosen subject areas.

13. Reference Points

- University of Portsmouth Curriculum Framework Document
- The scholarship and research expertise of academic members of staff
- QAA Quality code for Higher Education
- Framework for Higher Education Qualifications (FHEQ)
- National Qualifications Framework
- Subject Benchmark Statements (SBS)
- Requirements of Professional and/or Statutory Regulatory Bodies
- Occupational Standards

In particular the programme has been designed with the following subject benchmark elements in mind:

Hardware – Computer Based Systems, Mobile platforms

Software – Information Retrieval, Systems Analysis and Design, project management software, the concept of database and database management, management information systems and services.

Communication and Interaction – Developing business plans including costing, technology and social environment. Reviewing IS decision making within a business management strategy. The use of critical reflection, mind mapping and brainstorming as part of an analytical technique for IS development.

Practice – Requirements engineering, software design, evaluation of software and systems, web site development and legal and ethical issues.

Theory – Information Systems, e-commerce, information system management, information system development, systems theory, systems requirements and specification, system design: strengths and weaknesses of relevant methodologies and techniques.

14. General Learning Outcomes

Level 6

Bachelor's degrees /Bachelor's degrees with honours are awarded to students who have demonstrated:

- a systematic understanding of key aspects of their field of study, including acquisition of coherent and detailed knowledge, at least some of which is at, or informed by, the forefront of defined aspects of a discipline
- an ability to deploy accurately established techniques of analysis and enquiry within a discipline
- conceptual understanding that enables the student:
  - to devise and sustain arguments, and/or to solve problems, using ideas and techniques, some of which are at the forefront of a discipline
  - to describe and comment upon particular aspects of current research, or equivalent advanced scholarship, in the discipline
- an appreciation of the uncertainty, ambiguity and limits of knowledge
- the ability to manage their own learning, and to make use of scholarly reviews and primary sources (for example, refereed research articles and/or original materials appropriate to the discipline)

Typically, holders of the qualification will be able to:

- apply the methods and techniques that they have learned to review, consolidate, extend and apply their knowledge and understanding, and to initiate and carry out projects
- critically evaluate arguments, assumptions, abstract concepts and data (that may be incomplete), to make judgements, and to frame appropriate questions to achieve a solution - or identify a range of solutions - to a problem
- communicate information, ideas, problems and solutions to both specialist and non-specialist audiences

And holders will have:

- the qualities and transferable skills necessary for employment requiring:
  - the exercise of initiative and personal responsibility
  - decision-making in complex and unpredictable contexts
- the learning ability needed to undertake appropriate further training of a professional or equivalent nature

15. Learning Outcomes

BSc (Honours) Business Information Systems

A. *BSc (Honours)* - Knowledge and Understanding of:

A.1 Information Systems development and management.
A.2 The theory and practice of system analysis, design and implementation.
A.3 The design, construction and use of database systems and Web related applications.
A.4 A range of issues affecting an e-commerce technology, including technical, business, legal, geographical, social and ethical.
A.5 Codes of practice and ethical considerations in information systems building and management.
A.6 Information Management from a whole systems perspective.
A.7 The limitations of information systems.
A.8 Analyse a given situation in order to plan and continuously evaluate a quality system.

B. *BSc (Honours)* - Cognitive (Intellectual or Thinking) Skills, able to:

B.1 Apply general abilities of an intellectual, analytical, creative and problem-solving nature to the field of information systems.

B.2 Develop critical skills and an ethical awareness, which are both necessary and appropriate for a reflective IS practitioner.
B.3 Apply methods and techniques from the computing subject disciplines to the solution of information systems problems.
B.4 Select appropriate, effective and productive methodologies and tools for the successful construction and timely delivery of valid computer-based information systems.
B.5 Plan, manage, undertake and report on a significant project.
B.6 Use judgment in developing a strategic approach.

C. *BSc (Honours)* - Practical (Professional or Subject) Skills, able to:

C.1 Apply analysis and evaluation techniques appropriate to the appraisal and control of IT/IS.
C.2 Develop an appropriate set of evaluation criteria for a given 'new' e-commerce technology.
C.3 Select and use industry standard and specialist hardware and software in the design of Information systems.
C.4 Project Manage complex developments.
C.5 Critically analyse, design and control production systems

D. *BSc (Honours)* - Transferable (Graduate and Employability) Skills, able to:

D.1 Deal with complex information system specifications in a focused and lucid manner.
D.2 Select and utilise a particular methodology to produce an initial systems design.
D.3 Critically review the risks and benefits of information systems to business organisations.
D.4 Reflect on management challenges of ethical Issues
D.5 Critically evaluate a given technology against specified criteria.
D.6 Reflective review of one's achievements against firm evidence.
D.7 Formulate personal negotiated plans to achieve agreed goals.

BSc Business Information Systems

A. *BSc* - Knowledge and Understanding of:

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A.6 Information Management from a whole systems perspective.
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B.1 Apply general abilities of an intellectual, analytical, creative and problem-solving nature to the field of information system.
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16. Learning and Teaching Strategies and Methods

BSc (Honours) Business Information Systems

Analytical skills are introduced in on-line lectures and developed through the use of worked exercises and case study material. The ability to adopt professional codes of conduct is taught through directed reading and appropriately constructed private exercises. The ability to produce computer-based artefacts is acquired through a range of practical-based exercises and case study work.

Practical computer-based exercises are used to develop skills with the aid of case studies and project work.

The emphasis is generally on individual learning though group learning will be encouraged via synchronous and asynchronous chat rooms. Written reports, data appreciation, and familiarity with IT, are fundamental to the nature of the course. Use of problem solving approach and progress reviews.

BSc Business Information Systems

Core knowledge is acquired mainly through on-line notes and exercises and directed private computer practical work. Additionally, learning is supported by directed reading, study guides, tutorial questions, worked examples and larger case study based exercises. The business and ethical context is usually encountered through directed reading.

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Practical computer-based exercises are used to develop skills with the aid of case studies.

The emphasis is generally on individual learning though group learning will be encouraged via synchronous and asynchronous chat rooms. Written reports, data appreciation, and familiarity with IT, are fundamental to the nature of the course. Use of problem-solving and progress reviews.

17. Assessment Strategy

BSc (Honours) Business Information Systems

Use is made of examinations for assessing intellectual and analytical skills, together with submission of coursework reports for project-based skills.

Practical skills are generally assessed by submission of course work.
The ability to work effectively is assessed through individual coursework activities. IT skills are assessed as part of all the units.

BSc Business Information Systems

Testing of the core knowledge is largely through unseen examinations. Assignment work and tests generally assess application of principles and skills.

Use is made of examinations for assessing intellectual and analytical skills, together with submission of coursework reports for project-based skills.

Practical skills are generally assessed by submission of course work.

The ability to work effectively is assessed through individual coursework activities. IT skills are assessed as part of all the units.

The assessment approaches are a mix of exams and assignments where the exams tend to measure the extent of theoretical knowledge and the assignments allow students to apply the skills they have learnt to practical problems that are relevant to the field of computing. Activities within the online course materials provide formative opportunities for students to gain tutor and peer feedback of their understanding on an ongoing basis. Projects are marked, blind second marked and moderated by School of Computing staff. Where students have failed the project, written feedback is provided by School of Computing staff to guide the student to pass this assessment. Apart from exceptional circumstances, students will be expected to pass 60 credits before beginning a project.

18. Course Structure, Progression and Award Requirements

See Unit Web Search[1] for full details on the course structure and units

These level 6 top-up BSc and BSc (Hons) courses have been developed to meet the professional and academic needs of graduates of the Advanced Diploma in computing and equivalent Informatics' courses. Thus the Honours programme is typically an 18 month programme of a total of 120 credits, and the ordinary degree is typically a 9 month programme of 60 credits. The programme consists of 20 and 40 credit point units, where 10 credits represent 100 hours of study time and usually includes 5 hours of synchronous online instruction with a facilitator. Scheduled start dates for both courses will be January/February, May/June, September/ October

The learning environment is via a sophisticated web-based product. Access to the course environment is through a web browser which is easily accessible via modem or network. This environment provides an integrated communication mechanism among students and facilitators regardless of their geographical location including chat-rooms, bulletin boards and private e-mail. Because units are available across the web, students may choose to sequence the units in several different ways. However, there are clearly advantages in doing some units together; however, students will always be given advice as to the most educationally desirable sequence of units. The final project on the Honours programme is a vehicle for students to solve a practical problem by developing a computer-based artefact or to do a research investigation. The engineering project reports on the design and development of this artefact and the study project reports on primary research and literature reviewed

Students on this programme are generally already in Employment and may choose to do research or develop artefacts that are relevant to their employment.

19. Employability Statement

Honours Graduates from this Programme are expected to become capable practitioners in the development of computer systems and the management of information systems in a variety of business environments. Within this setting, graduates should be able to display creativity in dealing with information systems that are related to the operation of commercial and other organisations. They will be expected to show the ability to exercise initiative and personal responsibility; to be capable of decision-making in complex and unpredictable contexts; and to have the learning ability needed to undertake appropriate further training of a professional or equivalent nature.

Holders of an Ordinary degree from this programme are expected to progress to careers in the computing industry at senior technician/junior professional level. Within this environment graduates should be able to display understanding in analysing and dealing with e-commerce and other

[1] www.port.ac.uk/unitwebsearch

information systems. They will be expected to show qualities and transferable skills relevant to employment in the IT sector requiring the exercise of personal responsibility and decision-making.

Careers education material is reachable over the web from the University Careers service and an E-guidance service offers individual consultations. The main focus of the degree programme is on enhancing employability, although the majority of the students will be employment when undertaking the courses.

The School of Computing has regular contact with industry, which informs the ongoing development of the curriculum and course profile.

Course Management

20. Support for Student Learning

- The Course is managed by a Course Leader
- Collaborative programmes are managed on a day-to-day basis by the University Contact who may or may not be the Course Leader
- Induction programme introduces the student to the University and their course
- Each student has access to personal tutoring, and pastoral support and guidance
- The Academic Skills Unit (ASK)
- The Additional advice from Disability Advice Centre (ASDAC)
- Excellent library facilities
- Student course and unit handbooks provide information about the course structure and University regulations etc.
- Feedback is provided for all assessments
- Personal Development Planning (PDP) for all awards

21. Admissions Criteria

A. Academic Admissions Criteria

An advanced standing of a maximum of 240 CATS points based on the award of a pass or higher grade for the Informatics Advanced Diploma or any other Advanced Diploma in Computing or Business Administration or equivalent passed at an appropriate level, and deemed to be of an appropriate standard on the basis of an APL or APEL assessment.

Applicants must be proficient in the use of the English language (e.g. IELTS band 6.0 or TOFEL Score 550).

B. Disability

The University makes no distinction in its admissions policy with regard to disability and will endeavour to make all reasonable adjustments in order to make it possible for students to study at Portsmouth on a course of their choice.

22. Evaluation and Enhancement of Standards and Quality in Learning and Teaching

A. Mechanisms for Review and Evaluation

- Course Leader's Annual Standards and Quality Evaluative Review
- Head of Department's Annual Standards and Quality Evaluative Review
- Unit and Course Level student feedback considered at Board of Studies
- Unit Assessment Board consideration of student performance for each programme

- Annual Standards and Quality Reports to Board of Studies, including consideration of Subject and Award External Examiner Reports
- Periodic Programme Review
- Student Representatives and Student/Staff Consultative Committees
- Staff Performance and Development Review
- Peer Review and Development Framework
- Faculty Learning and Teaching Committee

B. Responsibilities for Monitoring and Evaluation

- Unit Co-ordinators for unit content and delivery
- Course Leaders In Informatics Global Campus and the School of Computing for day-to-day running of course
- University Academic Contact for day-to-day running of course
- Partner Institution Academic Contact
- Board of Studies with overall responsibilities for operation and content of course
- Head of Department
- Associate Dean (Academic)
- Associate Dean (Students)
- Quality Assurance Committee
- Unit, Award and Progression Board of Examiners

C. Mechanisms for Gaining Student Feedback

- Student Representation on Board of Studies
- Student Staff Consultative Committees
- Unit and Course level student feedback questionnaires
- University contact
- University participates in external student surveys, e.g. National Student Survey (NSS), Postgraduate Taught Experience Survey (PTES), Postgraduate Research Experience Survey (PRES) and International Student Barometer (ISB)

D. Staff Development Priorities

- Academic staff undertake activities related to research, scholarship, teaching and learning and student support and guidance
- Annual staff performance and development reviews match development to needs
- Managers undertake a variety of management development programmes
- New academic staff required to undertake appropriate University of Portsmouth learning and teaching programmes
- All academic staff encouraged to seek Higher Education Academy membership
- Academic staff new to teaching required to undertake Initial Professional Development Programme (iPROF)
- Support staff are encouraged to attend short courses in areas such as minute taking, and specific IT packages
- Portsmouth staff conduct staff development sessions on each visit to Singapore.

23. Assessment Regulations

The current University of Portsmouth academic regulations for Collaborative Partners will apply to this programme (see Regulations and Handbooks[2]).

24. Role of Externals

Subject External Examiners who will:

- Oversee unit assessment and usually attend Unit Assessment Boards
- Review unit assessment strategy
- Sample assessment artefacts
- Present report to Unit Assessment Boards

Award External Examiners (usually also a Subject External Examiner) who will:

- Oversee and attend Award/Progression Boards
- Scrutinise and endorse the outcomes of assessment
- Ensure that the standard of the award is maintained at a level comparable with that of similar awards elsewhere in the United Kingdom

25. Indicators of Standards and Quality

A. Professional Accreditation/Recognition

None

B. Periodic Programme Review (or equivalent)

Collaborative Partnership Review June 2011 – approved (see Periodic Review Table)

Periodic Programme Review December 20072016 – approval subject to approval of action plan

C. Quality Assurance Agency

QAA Higher Education Review, March 2015, judgements about standards and quality meet UK expectations (*for full report see Higher Education Review of the University of Portsmouth, March 2015*[3]).

D. Others

QAA Collaborative Programmes Audit, December 2010, expressed confidence in the University's management of academic standards and the quality of its learning opportunities.

26. Further Information

Further information may be found in:

- Student Handbook
- University of Portsmouth Curriculum Framework Document
- University of Portsmouth Prospectus

University of Portsmouth[4] and Informatics Global Campus Pte Ltd[5] websites

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[2] http://www.port.ac.uk/departments/services/academicregistry/qualitymanagementdivision/CollaborativePartnerships/documentation/RegulationsandHandbooks/filetodownload,188676,en.pdf

[3] www.qaa.ac.uk/en/ReviewsAndReports/Documents/University%20of%20Portsmouth/University-of-Portsmouth-HER-15.pdf

[4] www.port.ac.uk/

[5] www.informaticseducation.com/