

INFT2150: Business Analysis

Callaghan

Semester 2 - 2023



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

OVERVIEW

Course Description

This course introduces the skills and techniques which the contemporary manager and ICT professional need if they are to effectively utilise Information and Communication Technologies (ICT) within their business. The course draws upon the business analyst's body of knowledge (BOK) defined by the international institute of Business Analysts.

Three major areas are covered:

- business analysis, including problem-solving techniques
- defining and documenting business requirements
- business system design and implementation

Requisites

This course has similarities to INFT3150. If you have completed INFT3150, you cannot enrol in this course.

Assumed Knowledge

General knowledge of computing architectures and systems as it can be acquired in courses such as COMP1010 or COMP1140.

Contact Hours

Computer Lab

Face to Face On Campus

2 hour(s) per Week for 12 Weeks starting Week 2

Lecture

Face to Face On Campus

2 hour(s) per Week for Full Term starting Week 1

Unit Weighting Workload

10

Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

COURSE OUTLINE

www.newcastle.edu.au

CRICOS Provider 00109J

CONTACTS

Course Coordinator	Callaghan A/Pr Marc Adam Marc.Adam@newcastle.edu.au (02) 4921 5197 Consultation: By appointment.
Teaching Staff	Other teaching staff will be advised on the course Canvas site.
School Office	School of Information and Physical Sciences SR233, Social Sciences Building Callaghan CESE-SIPS-Admin@newcastle.edu.au +61 2 4921 5513 9am-5pm (Mon-Fri)

SYLLABUS

Course Content	Topics will include: <ul style="list-style-type: none">• Components of Business Information Systems• Analysing and documenting business processes• Problem identification and solving• Decision analysis• Conceptual modelling of business systems and analysis of their requirements• Stakeholder analysis and management• Agile processes and frameworks• Implementing business change for system, process, and business improvement• Facilitation of communication, co-operation and collaboration with the organisation
Course Learning Outcomes	On successful completion of this course, students will be able to: <ol style="list-style-type: none">1. Determine and document business requirements for information in the modern organisation.2. Explain the key issues that arise when business information systems are being developed and implemented.3. Conceptually describe the role of ICT in the day-to-day management of an organisation.
Course Materials	Lecture Materials: <ul style="list-style-type: none">- Available on Canvas Recommended Text: <ul style="list-style-type: none">- D Paul, J Cadle, & D Yeates (2020). Business Analysis (4th ed.). Swindon, United Kingdom: BCS, The Chartered Institute for IT. ISBN: 978-1-780175102- J Cadle, D Paul, & P Turner (2014). Business Analysis Techniques: 99 Essential Tools for Success (2nd ed.). Swindon, United Kingdom: BCS The Chartered Institute for IT. ISBN: 978-1-78017-273-6

COMPULSORY REQUIREMENTS

In order to pass this course, each student must complete ALL of the following compulsory requirements:

Course Assessment Requirements:

- Assessment 3 - Formal Examination: Minimum Grade / Mark Requirement - Students must obtain a specified minimum grade / mark in this assessment item to pass the course. Students whose overall mark in the course is 50% or more, but who score less than 40% in the compulsory item and thus fail to demonstrate the required proficiency, will be awarded a Criterion Fail grade, which will show as FF on their formal transcript. However, students in this position who have scored at least 25% in the compulsory assessment item will be allowed to undertake a supplementary 'capped' assessment in which they can score at most 50% of the possible mark for that item.

SCHEDULE

Week	Week Begins	Topic	Learning Activity	Assessment Due
1	17 Jul	Introduction	Discussion of lecture material and assessment item structure; no lab in week 1	
2	24 Jul	Business analysis process	Discussion of lecture material; lab exercises and preparation of business report	
3	31 Jul	Organisational systems	As above	
4	7 Aug	Strategy analysis	As above	
5	14 Aug	Stakeholder analysis	As above	
6	21 Aug	Investigation techniques	As above	
7	28 Aug	Business process modelling	As above	
8	4 Sep	Critical thinking fundamentals	As above	Business analysis report, 11.59pm Sunday
9	11 Sep	Critical thinking process	Discussion of lecture material; presentations and lab exercises	Presentation, Weeks 9-12
10	18 Sep	Managing requirements	As above	Presentation, Weeks 9-12
Mid Term Break				
Mid Term Break				
11	9 Oct	Soft systems methodology	As above	Presentation, Weeks 9-12
12	16 Oct	Revision	Revision of lecture material; presentations and lab exercises	Presentation, Weeks 9-12
13	23 Oct	No classes		
Examination Period				
Examination Period				

ASSESSMENTS

This course has 3 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Case Study	End of week 8, 11.59pm Sunday	Group	30%	1, 2, 3
2	Presentation	During computer labs in weeks 9-12	Individual	20%	1, 2, 3
3	Formal Examination*	Exam period	Individual	50%	1, 2, 3

* This assessment has a compulsory requirement.

Late Submissions	The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.
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Assessment 1 - Case Study

Assessment Type	Case Study / Problem Based Learning
Description	Student groups analyse a real business and, through systematic fact finding and documentation, identify operational and strategic issues within that business. They then undertake a holistic strategic analysis of the business to identify possible future directions for the company. In this activity students will be exposed to peer-to-peer learning and will develop oral communication skills and the ability to record data, synthesise an opinion and convey this clearly in a well presented and articulate manner.
Weighting	30%
Length	20 to 25 pages
Due Date	End of week 8, 11.59pm Sunday
Submission Method	Online
Assessment Criteria	See Canvas
Return Method	Online
Feedback Provided	Online

Assessment 2 - Presentation

Assessment Type	Presentation
Description	This assessment encourages students to expand and deepen their conceptual knowledge of the role of analysis within business. They do this through discussion of applying critical thinking and system modelling to a specific business scenario in practice. In their presentation, they are required to provide evidence that they have researched the scenario extensively using information resources such as academic journals, professional press, and the popular media. It is expected that they will demonstrate both reflection and analysis related to the application of critical thinking and ICT business system modelling, and produce an articulate and concise response conveying evidence-based understanding of the concepts and topics.
Weighting	20%
Length	8 to 10 minutes
Due Date	During computer labs in weeks 9-12
Submission Method	In Class
Assessment Criteria	See Canvas
Return Method	Online
Feedback Provided	Online

Assessment 3 - Formal Examination

Assessment Type	Formal Examination
Description	The final formal examination is designed to test the individual student's knowledge of the course material and their ability to describe, analyse and hypothesise from this material.
Weighting	50%
Compulsory Requirements	Minimum Grade / Mark Requirement - Students must obtain a specified minimum grade / mark in this assessment item to pass the course.
Length	2 hours
Due Date	Exam period
Submission Method	Formal Exam
Assessment Criteria	
Return Method	Not Returned
Feedback Provided	No Feedback
Opportunity to Reattempt	Students WILL be given the opportunity to reattempt this assessment. Refer to course outline for details.

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

Range of Marks	Grade	Description
85-100	High Distinction (HD)	Outstanding standard indicating comprehensive knowledge and understanding of the relevant materials; demonstration of an outstanding level of academic achievement; mastery of skills*; and achievement of all assessment objectives.
75-84	Distinction (D)	Excellent standard indicating a very high level of knowledge and understanding of the relevant materials; demonstration of a very high level of academic ability; sound development of skills*; and achievement of all assessment objectives.
65-74	Credit (C)	Good standard indicating a high level of knowledge and understanding of the relevant materials; demonstration of a high level of academic achievement; reasonable development of skills*; and achievement of all learning outcomes.
50-64	Pass (P)	Satisfactory standard indicating an adequate knowledge and understanding of the relevant materials; demonstration of an adequate level of academic achievement; satisfactory development of skills*; and achievement of all learning outcomes.
0-49	Fail (FF)	Failure to satisfactorily achieve learning outcomes. If all compulsory course components are not completed the mark will be zero. A fail grade may also be awarded following disciplinary action.

*Skills are those identified for the purposes of assessment task(s).

Communication Methods

Communication methods used in this course include:

- Canvas Course Site: Students will receive communications via the posting of content or announcements on the Canvas course site.
- Email: Students will receive communications via their student email account.

Course Evaluation

Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.

Oral Interviews (Vivas)

As part of the evaluation process of any assessment item in this course an oral examination (viva) may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the [Oral Examination \(viva\) Procedure](#). In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the [Student Conduct Rule](#).

Academic Misconduct

All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students of the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to <https://policies.newcastle.edu.au/document/view-current.php?id=35>.

Adverse Circumstances

The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where:

1. the assessment item is a major assessment item; or
2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;

3. you are requesting a change of placement; or
 4. the course has a compulsory attendance requirement.
- Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at:
<https://policies.newcastle.edu.au/document/view-current.php?id=236>

Important Policy Information

The Help button in the Canvas Navigation menu contains helpful information for using the Learning Management System. Students should familiarise themselves with the policies and procedures at <https://www.newcastle.edu.au/current-students/no-room-for/policies-and-procedures> that support a safe and respectful environment at the University.

GRADUATE PROFILE STATEMENTS

The following table illustrates how this course contributes towards building the skills students will need to work in their profession.

Level of capability

- Level 1 indicates an introduction to a topic at a university level
- Levels 2 and 3 indicate progressive reinforcement of that topic
- Level 4 indicates skills commensurate with a graduate – entry to professional practice
- Level 5 indicates highly specialist or professional ability

Bachelor of Information Technology

	University of Newcastle Bachelor of Information Technology Graduate Profile Statement	Taught	Practised	Assessed	Level of capability
1	Demonstrate a comprehensive understanding of the discipline of information technologies with an emphasis on net-centric applications, information management, and user requirements for ethical professional practice.	Y	X	Y	3
2	Apply critical reasoning and systems thinking to understand and support the operation and constraints of contemporary enterprises and their dynamic environment.	Y	X	Y	3
3	Work independently and collaboratively to locate, manage and organise information and resources and apply evidence-based methodologies to create, modify and maintain designs and design solutions.				
4	Use creativity, problem solving skills, project management skills and technical expertise to analyse, interpret, evaluate and generate solutions to complex technical and organisational problems.	Y	Y	Y	3
5	Demonstrate professional judgement and responsibility by communicating information technology principles, practices, standards to specialist and non-specialist audience clearly and persuasively.	Y	Y	Y	3

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.

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