



School of IT & Business Technologies
Bachelor of Business Information Management

Course Code & Title:	BBIM504 – Information Systems Fundamentals		
Assignment Title	Assessment 2	Assessment Type	Report
Level	5	Credits	15
Term & Cohort:			
Due date:			
Overall Weighting:	60%		
Total marks available	100		
Tutor:			

Course aim

This course will equip students with knowledge about information systems concepts, components, types, as well as the necessary knowledge and ability to use and implement information systems in a business organisation.

Purpose

The purpose of this assessment is for learners to evaluate use of information systems for a business and investigate issues involved in developing and securing information systems as well as the trends and ethical issues to achieve operational objectives and efficiencies in an evolving business.

Learning Outcomes(LOs)

This assessment is mapped to the following learning outcomes for this course:

LO 3	Investigate the uses of and issues involved in developing and securing information systems.
LO 4	Discuss trends and ethical issues associated with the integration of information systems in a business organization.

Graduate profile outcome(GPOs)

The above stated learning outcomes are mapped to the graduate profile outcomes shown below for this programme:

GPO 1	Integrate theoretical and technical knowledge and processes to implement solutions for complex business and technical challenges.
GPO 3	Apply advanced professional, ethical, social, legal, and environmental skills in a business and IT context that uphold the values of Te Tiriti o Waitangi and Aotearoa/New Zealand's bicultural society.
GPO 4	Apply critical thinking, problem-solving, research skills, creativity and strategic thinking techniques to solve problems in a range of technical and business contexts and to support continuous self-improvement.

Assessment Information

- This is an individual open-book assessment. The assessment is worth 60% of your total assessment weighting of the entire course.
- You must complete the Student Declaration and attestation on Canvas LMS.
- You must submit your completed assessment to Canvas.
- You must ensure you are familiar with NZSE's academic policies regarding assessments, and the relevant resubmission regulations that apply to this course. These policies and regulations can be found on your Course Outline on Canvas LMS.
- Your assessment will be marked on Canvas, and your assessment result will be provided on Canvas too.
- A maximum of 15% of the content may be quoted or paraphrased from other sources provided you acknowledge and cite the original source of material you use.
- Use APA 7th edition referencing for all quoted or paraphrased material.
- All cases of plagiarism and/or cheating will be investigated and dealt with according to A08: Misconduct in Assessment Policy

Submission Instructions

You are required to ensure you have carried out the following before submitting your assessment:

- Naming convention of submitted file/s must be adhered to:
CourseCode_AssessmentNumber_AssessmentName_StudentNumber_DocumentNumber
For example, "BBIM504_A2_Report_7647XXXX_1"
- All written answers are in your own words.
- Proofread and spell check the assessment work carefully.
- DO NOT email your document/s to your tutor; it must be uploaded to the Canvas LMS.
- Check that all evidence required has been uploaded to the link provided on the NZSE LMS (Canvas).

Results and Resubmissions of Assessments

Students enrolled in this programme have the opportunity for resubmission with the following conditions:

- a. One resubmission per semester during Year 1 (Level 5)
- b. One resubmission per semester during Year 2 (Level 6)
- c. No resubmissions permitted during Year 3 (Level 7).

A resubmission can only be offered where the original grade was at least 45%. No further teaching or specific feedback should occur between the final submission date and the resubmission.

The maximum grade allowable for any resubmitted assessment event is 50%.

The student shall make a request for a resubmission within three working days of the return of the graded assessment and negotiate a resubmission date. The agreed resubmission date must be adhered to, and no further extensions will be given.

In all cases, the grade achieved on the resubmission will be the grade used to calculate the final course grade.

Assessment Task

Case Study

'Pallet & Co' is an Auckland based medium scale business that mainly provides packaging solutions across New Zealand for pharmaceutical companies for packing various pharma product which range in size from small to large.

It manufactures pallets of different sizes based upon the customer requirements. For all pallets above the dimension of 22x100x1200, the courier charges are waived off and are free of charge.

The business owner wants to provide an online platform for their customers to place an order for the items online rather than travelling all the way to the store in Auckland, as well as to gain more traction in order.

There are approximately 80 staff who work at 'Pallet & Co' including in departments such as Logistics & Transport, Front Desk, Sales team, Operation team and Management team.

To aid in the completion of this assessment, you will need to have conceptual knowledge of the following:

1. Business Information Systems
2. Types of Information Systems
3. Types of Management Information Systems
4. Overview of Systems development
5. Ethical issues of having an Information System integrated into a business organisation.

In this assessment, you are required to create a report consolidating your answers required from the tasks.

Report Format

- Front cover (include your name, student ID, course name and assessment number)
- Table of content
- Introduction
- Body of the Report (Based on the required tasks)
- Conclusion
- Reference

TASK 1

50 marks

LO 3: Investigate the uses of and issues involved in developing and securing information systems.

Based on the given case study, examine how information systems can be integrated to the organisation - Pallet & Co. Read the following guidelines below and use them to assist you in writing the report:

1. Investigate two (2) potential issues that can be encountered in securing the information systems and discuss how these issues could be mitigated. (8 marks)
2. Choose any ONE of the types of Information Systems listed below and explain how it can be applicable in the given case study including two (2) benefits to the organisation.
 - Transaction processing system, or
 - Knowledge based and Knowledge level system, or
 - Business operations and marketing support system, or
 - Enterprise Resource Planning (ERP) systems, or
 - Management information system. (8 marks)
3. Explain two (2) reasons on how the logistics team of Pallets & Co will benefit from the implementation and use of Information Systems for their supply chain. (5 marks)
4. Explain how Information Systems could provide executive support to Pallet & Co's management at a strategic level. Provide two (2) examples to support your explanation. (8 marks)
5. Using the system development life cycle listed below, identify and briefly discuss any issue that could potentially arise in each phase for a Transaction Processing System developed for Pallet & Co: (21 marks)
 - a. Planning
 - b. System analysis and requirements
 - c. System design
 - d. Development
 - e. Integration and testing
 - f. Implementation
 - g. Operation and Maintenance.

TASK 2

30 marks

LO 4: Discuss trends and ethical issues associated with the integration of information systems in a business organization.

Discuss how information systems play an important role in the given case study based on the following aspects and include them in your report:

1. Identify and discuss two (2) trends for the integration of information systems in a business organisation which can be applied to the case study. *(6 marks)*
2. Identify and discuss two (2) potential ethical issues that Pallet & Co may encounter while managing the integrated information resources. *(6 marks)*
3. Provide two(2) recommendations for IT strategies that can be implemented by Pallet & Co to manage emergency disaster situations and recovery processes. Provide an example to support each recommendation. *(6 marks)*
4. Provide two (2) recommendations to address ethical concerns that may arise from the handling of confidential data belonging to Pallet & Co's customers. Provide an example to support each recommendation. *(6 marks)*
5. Discuss two (2) IT governance approaches and its relevant ISO certification applicable to Pallet & Co as described in the given case study. *(6 marks)*

Task 3

10 marks

Provide a conclusion that summarises three (3) benefits that Pallets & Co can achieve by transitioning into a fully functional online information system.

Documentation and Referencing

10 marks

The report needs to be presented in formal report writing format with a word limit of 2500 words ($\pm 10\%$) free from any spelling and grammatical errors.

Use APA 7th ed. for referencing styles in both text citation and reference list.

Note: Check the assessment marking rubric on pages 7-12 for the marks allocation and marking criteria/guidelines to attain optimum marks.

Assessment Marking Rubric

BBIM504 Information Systems Fundamentals - Assessment 2

Assessment Criteria	Evidence				
Task 1: (50 marks)					
Task 1.1 (max. 8 marks) Issues that can be encountered in securing the information systems and how it can be mitigated.	Issue #1	Student has provided an in-depth discussion on a potential issue that can be encountered in securing the information systems and how it could be mitigated. (4 marks)	Student has provided a brief discussion on a potential issue that can be encountered in securing the information systems and how it could be mitigated. (2 – 3 marks)		Student made little or no attempt to provide any discussion. (0 – 1 marks)
	Issue #2	Student has provided an in-depth discussion on a potential issue that can be encountered in securing the information systems and how it could be mitigated. (4 marks)	Student has provided a brief discussion on a potential issue that can be encountered in securing the information systems and how it could be mitigated. (2 – 3 marks)		Student made little or no attempt to provide any discussion. (0 – 1 marks)
Task 1.2 (max. 8 marks) Choose ONE of the types of Information Systems and explain	Student has provided an in-depth explanation on the applicability of the chosen type of Information System to the given case study and included two of its benefits to the organisation. (8 marks)	Student has provided a good explanation on the applicability of the chosen type of Information System to the given case study and included only ONE benefit to the organisation. (6 – 7 marks)	Student has provided a brief explanation on the applicability of the chosen type of Information System to the given case study and included two of its benefits to the organisation. (4 – 5 marks)	Student has attempted to explain on the applicability of the chosen type of Information System to the given case study, but some explanations were unclear. Also, did not include any benefits to the organisation. (2 – 3 marks)	Student made little or no attempt to provide any explanation. (0 – 1 marks)
Task 1.3 (max. 5 marks) Explain reasons on how the logistics team of Pallets & Co will benefit from the implementation and use of Information Systems for their supply chain.	Student has provided an in-depth explanation of two reasons on how the logistics team of Pallets & Co will benefit from the implementation and use of Information Systems for their supply chain. (5 marks)	Student has provided a brief explanation of two reasons on how the logistics team of Pallets & Co will benefit from the implementation and use of Information Systems for their supply chain. (4 marks)	Student has provided a clear explanation of only ONE reason on how the logistics team of Pallets & Co will benefit from the implementation and use of Information Systems for their supply chain. (3 marks)	Student has attempted to explain how the logistics team of Pallets & Co will benefit from the implementation and use of Information Systems for their supply chain, but some points were not clear. (2 marks)	Student made little or no attempt to provide any explanation. (0 – 1 marks)

Task 1.4 (max. 8 marks) Explain how Information Systems could provide executive support to Pallet & Co’s management at a strategic level.	Student has provided an in-depth explanation on how Information Systems could provide executive support to Pallet & Co’s management at a strategic level. Student has provided two examples to support the explanation. (8 marks)	Student has provided a good explanation on how Information Systems could provide executive support to Pallet & Co’s management at a strategic level. Student has provided only ONE example to support the explanation. (6 – 7 marks)	Student has provided a brief explanation on how Information Systems could provide executive support to Pallet & Co’s management at a strategic level. Student has provided two examples to support the explanation. (4 – 5 marks)	Student has attempted to explain on how Information Systems could provide executive support to Pallet & Co’s management at a strategic level, but some explanations were unclear. Student did not include any examples to support the explanation. (2 – 3 marks)	Student made little or no attempt to provide any explanation. (0 – 1 marks)
Task 1.5 (max. 21 marks) Using SLDC, identify and briefly discuss any issue that could potentially arise in each phase for a Transaction Processing System developed for Pallet & Co.	a. Planning	Student has identified and briefly discuss a potential issue that can arise during the Planning phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the Planning phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)	
	b. System analysis and requirements	Student has identified and briefly discuss a potential issue that can arise during the System analysis and requirements phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the System analysis and requirements phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)	
	c. System design	Student has identified and briefly discuss a potential issue that can arise during the System Design phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the System Design phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)	
	d. Development	Student has identified and briefly discuss a potential issue that can arise during the Development phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the Development phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)	

	e. Integration and testing	Student has identified and briefly discuss a potential issue that can arise during the Integration and testing phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the Integration and testing phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)
	f. Implementation	Student has identified and briefly discuss a potential issue that can arise during the Implementation phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the Implementation phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)
	g. Operation and Maintenance	Student has identified and briefly discuss a potential issue that can arise during the Operation and Maintenance phase of Transaction Processing System development for Pallet & Co. (3 marks)	Student has identified and attempted to discuss a potential issue that can arise during the Operation and Maintenance phase of Transaction Processing System development for Pallet & Co but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)
Task 2: (30 marks)				
Task 2.1 (max. 6 marks) Identify and discuss two trends for the integration of information systems in a business organisation which can be applied to the case study	Trend #1	Student has identified and clearly discuss a trend for the integration of information systems in a business organisation which can be applied to the case study. (3 marks)	Student has identified and attempted to discuss a trend for the integration of information systems in a business organisation which can be applied to the case study, but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)
	Trend #2	Student has identified and clearly discuss a trend for the integration of information systems in a business organisation which can be applied to the case study. (3 marks)	Student has identified and attempted to discuss a trend for the integration of information systems in a business organisation which can be applied to the case study, but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)
Task 2.2 (max. 6 marks) Identify and discuss two potential ethical issues that	Ethical Issue #1	Student has identified and clearly discuss potential ethical issue that Pallet & Co may encounter while managing the integrated information resources.	Student has identified and attempted to discuss potential ethical issue that Pallet & Co may encounter while managing the integrated information resources, but some parts of the discussion were unclear.	Student made little or no attempt to identify and provide any discussion.

Pallet & Co may encounter while managing the integrated information resources.		(3 marks)	(2 marks)	(0 – 1 marks)
	Ethical Issue #2	Student has identified and clearly discuss potential ethical issue that Pallet & Co may encounter while managing the integrated information resources. (3 marks)	Student has identified and attempted to discuss potential ethical issue that Pallet & Co may encounter while managing the integrated information resources, but some parts of the discussion were unclear. (2 marks)	Student made little or no attempt to identify and provide any discussion. (0 – 1 marks)
Task 2.3 (max. 6 marks) Two(2) recommendations for IT strategies that can be implemented by Pallet & Co to manage emergency disaster situations and recovery processes	IT Strategy Recommendation #1	Student has clearly provided an IT strategy recommendation that can be implemented by Pallet & Co to manage emergency disaster situations and recovery processes with an example to support the recommendation. (3 marks)	Student has identified and attempted to provide an IT strategy recommendation that can be implemented by Pallet & Co to manage emergency disaster situations and recovery processes. The example provided or lack of made the recommendation statement provided unclear. (2 marks)	Student made little or no attempt to provide any recommendation. (0 – 1 marks)
	IT Strategy Recommendation #2	Student has clearly provided an IT strategy recommendation that can be implemented by Pallet & Co to manage emergency disaster situations and recovery processes with an example to support the recommendation. (3 marks)	Student has identified and attempted to provide an IT strategy recommendation that can be implemented by Pallet & Co to manage emergency disaster situations and recovery processes. The example provided or lack of made the recommendation statement provided unclear. (2 marks)	Student made little or no attempt to provide any recommendation. (0 – 1 marks)
Task 2.4 (max. 6 marks) Two(2) recommendations to address ethical concerns that may arise from the handling of confidential data belonging to Pallet & Co's customers.	Recommendation #1	Student has clearly provided recommendation addressing any ethical concerns that may arise from handling of confidential data belonging to Pallet & Co's customers with an example to support the recommendation. (3 marks)	Student has identified and attempted to provide a recommendation addressing any ethical concerns that may arise from handling of confidential data belonging to Pallet & Co's customers. The example provided or lack of made the recommendation statement provided unclear. (2 marks)	Student made little or no attempt to provide any recommendation. (0 – 1 marks)
	Recommendation #2	Student has clearly provided recommendation addressing any ethical concerns that may arise from handling of confidential data belonging to Pallet & Co's customers with an example to support the recommendation. (3 marks)	Student has identified and attempted to provide a recommendation addressing any ethical concerns that may arise from handling of confidential data belonging to Pallet & Co's customers. The example provided or lack of made the recommendation statement provided unclear. (2 marks)	Student made little or no attempt to provide any recommendation. (0 – 1 marks)

Task 2.5 (max. 6 marks) Two (2) IT governance approaches and its relevant ISO certification that can be applied for these approaches.	IT Governance Approach #1 Student has clearly provided discussion of an IT governance approach and its relevant ISO certification applicable to Pallet & Co. (3 marks)	Student has identified and attempted to provide a discussion of IT governance approach and its relevant ISO certification applicable to Pallet & Co. but some parts of the discussion were unclear. (2 marks)			Student made little or no attempt to provide any discussion. (0 – 1 marks)
	IT Governance Approach #2 Student has clearly provided discussion of an IT governance approach and its relevant ISO certification applicable to Pallet & Co. (3 marks)	Student has identified and attempted to provide a discussion of IT governance approach and its relevant ISO certification applicable to Pallet & Co. but some parts of the discussion were unclear. (2 marks)			Student made little or no attempt to provide any discussion. (0 – 1 marks)
Task 3: (10 marks)					
Task 3 (max. 10 marks) Provide a conclusion that summarises three (3) benefits that Pallets & Co can achieve by transitioning into a fully functional online information system.	Student has provided a conclusion that summarises three (3) benefits that Pallets & Co can achieve by transitioning into a fully functional online information system. (8-10 marks)	Student has provided a conclusion that summarises two (2) benefits that Pallets & Co can achieve by transitioning into a fully functional online information system. (5 – 7 marks)	Student has provided a conclusion that summarises only ONE (1) benefits that Pallets & Co can achieve by transitioning into a fully functional online information system. (3 – 4 marks)	Student has attempted to provide a conclusion, but statements were poorly written. There are no clear statements regarding the benefits that Pallets & Co can achieve by transitioning into a fully functional online information system. (1-2 marks)	Student has not attempted to provide any conclusion. (0 marks)
Documentation and Referencing: (10 marks)					
Documentation and Referencing (max. 10 marks) Present in formal written report format with a word limit of 2500 words (±10%) free from any spelling and grammatical errors, using APA 7th ed. for referencing styles in both in-text citations and reference list.	Student has presented their report: <ul style="list-style-type: none">• In a formal written report format• Within (±10%) 2500-word count• Free from spelling and grammatical errors• Using APA 7th edition for in-text citation and reference list. (6-10 marks)		Student has presented their report with some issues: <ul style="list-style-type: none">• In a casual written report format• Outside (±10%) 2500-word count• With some spelling and grammatical errors• With some errors in their in-text citation and reference list. (1-5 marks)		Student has not attempted to follow any APA 7 th or formal report writing skills. (0 marks)



School of IT & Business Technologies
Bachelor of Business Information Management
Cover Sheet and Student Declaration

This sheet must be signed by the student and attached to the submitted assessment.

Course Title:	Information Systems Fundamentals	Course code:	BBIM504
Student Name:		Student ID:	
Assessment No & Type:	Assessment 2 Report	Cohort:	
Due Date:		Date Submitted:	
Tutor's Name:			
Assessment Weighting	60%		
Total Marks	100		

Student Declaration:

I declare that:

- I have read the New Zealand School of Education Ltd policies and regulations on assessments and understand what plagiarism is.
- I am aware of the penalties for cheating and plagiarism as laid down by the New Zealand School of Education Ltd.
- This is an original assessment and is entirely my own work.
- Where I have quoted or made use of the ideas of other writers, I have acknowledged the source.
- This assessment has been prepared exclusively for this course and has not been or will not be submitted as assessed work in any other course.
- It has been explained to me that this assessment may be used by NZSE Ltd, for internal and/or external moderation.
- If I am late in handing in this assessment without prior approval (see student regulations in handbook), marks will be deducted, to a maximum of 50%.

Student signature:

Date:

Tutor only to complete		
Assessment result:	Mark /100	Grade