NSBM GREEN UNIVERSITY TOWN

State Ministry of Skills Development,
Vocational Education, Research & Innovation

STUDENT HANDBOOK

BACHELOR OF SCIENCE IN MANAGEMENT INFORMATION SYSTEMS (SPECIAL)

NATIONAL SCHOOL OF BUSINESS MANAGEMENT

DEPARTMENT OF INFORMATION AND SYSTEMS SCIENCES
FACULTY OF COMPUTING
NSBM GREEN UNIVERSITY

Faculty of Computing

The Faculty of Computing is the 2nd largest faculty inside NSBM with more than 3500 student population. The faculty provides two types of degree programs: 1. University Grants Commission (UGC) and ministry of higher education aapproved degrees offered by NSBM and 2. UGC recognized degrees offered in partnership with foreign university. At the moment the faculty has partnered with the world top ranking universities including University College Dublin in Ireland, University of Plymouth in UK and Victoria University in Australia to provide undergraduates with highly recognized International Degrees. This degree portfolio equipped with range of courses of specializing in various arms of the IT sector. With the state of art computing facilities faculty always strives to use innovative teaching methods along with the latest state of the art equipment form the perfect blend that motivates students to have sufficient hand on experience to take up any working assignment in their respective IT fields and reach their goals with ease. The Faculty provides top notch research, training and development services that will help students acquire new knowledge along with the best practices in their respective disciplines. The Faculty aims to be among the foremost center of excellence in Research and Development (R&D) and advance education in Computing while taking into consideration National as well as Regional requirements for Information and Communication Technology. So, look no further for that perfect Computing degree, NSBM's Faculty of Computing is the ideal choice!

Faculty of Computing

Deans Message

Welcome to the Faculty of Computing of the NSBM Green University Town.

NSBM is a dynamic young organization offering innovative educational products to cater to the needs of the fast developing business and industrial economies in the world. Let me congratulate you in becoming part of this dynamic organization.

Your course of study will be up to date and relevant, will be delivered by well qualified staff and it is geared to prepare you for employment. NSBM Graduate profile and student charter aims to develop the students to achieve what they expect in the career path. As students of the NSBM you are expected to work hard and to set high standards. To help you achieve success you are provided with an excellent staff and student support services to help deal with your needs. Our academic, administrative and technical staffs with which you work will be ready to advise and facilitate you. It is your responsibility to take your course of studies very seriously and make the full use of the diverse range of learning opportunities provided to you managing your time effectively in class and in self-directed assignments. Our wish is to see that you become successful in life and be a good ambassador for the university.

Inevitably at the start of all study program you will be shelled with a host of well-intentioned information. Some of that information is important to start your studies immediately and make sure that you are in the right place at the right time. Some information you will need later in your course, whilst other information is about the services the University offers generally which you may need to refer to in the future. This should be the first document of your own e-archive - get into the habit of downloading essential documents like module descriptors and session plans when the course starts.

You are now part of the NSBM family and we look forward to working with you to help you to succeed as an NSBM Graduate.

Very best wishes,

Dean

Faculty of Computing

Table of Contents

*** The content of this handbook is subjected change based on periodic reviews. Please consult the Department office for the latest version.*

Bachelor of Science in Management Information Systems (Special)

BSc in Management Information Systems (Special) program at NSBM Faculty of Computing is a carefully designed interdisciplinary program focusing on both computing and business aspect. The MIS graduate aims to leverage technology, people and processes to improve an organization's operational efficiency and to make substantive contributions to the use of information systems in corporate decision making.

Overview of the Program

This four-year program specifically targets to produce IS professionals with the required knowledge and skills. During the first academic year, students are learning the fundamentals of computing which is essential to advance their knowledge in any computing discipline. During the second year of studies, students are learning demanding topics in the computing industry. During the third year, students learn IT-business oriented modules along with mandatory industry placement. During their final year, students are provided with knowledge and understanding of diverse subject domains and an individual award project that allow them to showcase their learning over the years.

Key Features:

UGC Approved 4-year honours degree amalgamating computing and business disciplines

A diverse choice of elective modules to choose from, in their final year of studies, to cater to individual preferences and ambitions

Includes mandatory industry placement and supervised research projects element

Focuses on infusing entrepreneurial skills

AWARD

BSc in Management Information Systems (Special)

DURATION

4 Years

ACADEMIC PROGRESSION

MSc, MBA, PhD

CAREER PROSPECTS

Software Engineer, Business Analyst, Quality Assurance Engineer, UI Engineer, System Support Engineer, Web Design, IT Management Interns, Project managers

Program Content: */**

Module Code	Module Name	Credit Value	Type
CS101.3	Introduction to Computer Science	3	Core
MA101.3	Mathematics for Computing	3	Core
CS102.3	Programming in C	3	Core
CS103.3	Professional Development	3	Core
CN101.3	Data Communication and Networks	3	Core
SE101.3	Object Oriented Programming with Java	3	Core
CS106.3	Algorithms and Data Structures	3	Core
CS104.3	Computer Architecture	3	Core
CS105.3	Database Management Systems	3	Core
SE102.3	Web Based Application Development	3	Core

YEAR 02

Module Code	Module Name	Credit Value	Type
MA201.3	Statistics for Computing	3	Core
SE201.3	Systems Analysis and Design	3	Core
SE204.3	Development of Enterprise Applications I	3	Core
IS202.3	Foundations of Information Systems	3	Core
BS201.3	Business Studies	3	Core
SE202.3	Introduction to Software Engineering	3	Core
CN201.3	Computer Networks	3	Core
SE206.3	Human Computer Interaction	3	Core
IS203.3	Business Process Management	3	Core
IS204.3	Enterprise Systems	3	Core

YEAR 03

Module Code	Module Name	Credit Value	Type
CS301.3	IT Project Management	3	Core
CS304.3	Advanced Database Management Systems	3	Core
SE303.3	Mobile Application Development	3	Elective
SE305.6	Internship#	6	Core
SE307.3	Social Issues and Professional Practice	3	Core
IS302.3	IT Audit and Control	3	Elective
IS301.3	Enterprise Architecture	3	Core
CN302.3	Wireless Technologies and Network Programming	3	Elective
CS306.3	Information Assurance and Security	3	Elective
SE304.3	Software Quality Assurance	3	Elective
SE308.3	Software Process Management	3	Elective

YEAR 04

Module Code	Module Name	Credit Value	Type
BS401.3	Business Policy and Strategy	3	Elective
BS402.3	Entrepreneurship	3	Elective
CN402.3	Enterprise Networks	3	Core
IS401.3	Management Information Systems	3	Core
IS405.6	MIS Special Award Project	6	Core
SE402.3	Development of Enterprise Applications II	3	Elective
IS404.3	Business Analytics	3	Elective
CN406.3	Disaster Recovery and High Availability Techniques	3	Elective
CS405.3	Data Warehousing and Data Mining	3	Elective
CS407.3	Internet of Things	3	Elective
SE403.3	Platform Based Development	3	Elective
SE404.3	Agent Based Systems	3	Elective
IS402.3	E-Business Application Development	3	Elective

[#] *Internship module does not contribute to the GPA calculation for the determination of the Award classification but contributes to the credit requirement at Level 3.*

* *Course content may update periodically. Please consult the department office for the latest update.*

** *Elective modules will be offered with the prior approval of the faculty board*

Teaching, Learning and Assessment

Your learning opportunities include e-learning and classroom-based learning and involve a broad spectrum of activities appropriate to the learning outcomes and the assessment methods. These activities range from the entirely self-managed study, timetabled formal lectures, tutorials, laboratory-based work and presentations. You will have opportunities to use and develop theoretical knowledge, computer-based models, and to design, to implement and to test. The transferable skills of presenting, writing, discussing, working with others, and managing your own time are developed through the program.

Your performance in a module will be assessed during the academic year, generally through a combination of coursework and end of year examinations. In all cases, these assessment methods have been chosen and designed to assess your achievement of the particular learning outcomes for the module. You will be given Assessment Criteria which are used to judge the extent of your achievement. You must pass the assessments in order to be credited with that module for your award.

Academic Offences & General Information

The University expect all students:

o to behave with honesty and integrity in relation to coursework, examinations and other assessed work;

o to be familiar and act in accordance with the conventions of academic writing including appropriate referencing of sources and acknowledgement of assistance;

o to show an understanding of ethical considerations and be compliant with the relevant University Procedures.

A student who does not comply with any of these requirements (either intentionally or by negligence) may be charged with having committed an academic offence. The following are some examples of academic offences and do not constitute an exhaustive list:

a. Plagiarism, that is, using or copying the work of others (whether written, printed or in any other form) without proper acknowledgement in any assignment, examination or other assessed work;

b. Self-plagiarism, that is, using or copying one's own work that has previously been submitted for assessment, at the University or elsewhere, without proper acknowledgement in any assignment, examination or other assessed work, unless this is explicitly permitted;

c. False authorship, that is the submission of work for assessment that has been written wholly or in part by a third party and presented as one's own original work;

d. Collusion, that is, submitting work produced collaboratively for individual assessment, unless this is explicitly permitted and acknowledged;

e. Introducing, or attempting to introduce, any written, printed or electronically accessible information into an examination, other than material explicitly permitted in the instructions for that examination;

f. Copying, or attempting to copy, the work of another candidate in an examination; communicating, or attempting to communicate, with another person, other than an invigilator, during an examination.

The University reserves the right, at its absolute discretion, to use plagiarism detection facilities and services. In registering as students of the University, students consent to copies of their work being submitted to any plagiarism detection facility and service. A student suspected of helping another student commit an academic offence may be investigated and dealt with in accordance with the University's Code of Student Conduct.

Progress Evaluation

Module Grading Scheme

The Grading System for study modules of this program is given in the Table below.

Module Grading Scheme (Source: UGC Circular 901)

Range of Marks	Grade	Grade Point (GP)	Classification
85-100	A+	4.0	First Class
70-84	A	4.0	
65-69	A-	3.7	
60-64	B+	3.3	Second Upper
55-59	B	3.0	Second Lower
50-54	B-	2.7	Pass
45-49	C+	2.3	
40-44	C	2.0	
35-39	C-	1.7	NA
30-34	D+	1.3	
25-29	D	1.0	
00-24	F	0	

Module Completion

A student requires obtaining a minimum of 40 marks (C Grade/GP 2.0) for a module to be considered as having passed (completed) that module. Students not fulfilling this requirement for a module should retake the failed assessment components or the complete module with attendance as determined by the Module Examination Board. For the referred attempts of modules, the marks are capped at 40 (C grade/GP 2.0). A completed module contributes the full credit allocation of that module towards the total credit requirement of the award.

A marginally failed module with a grade point not less than 1.3 could be compensated and award a pass (grade C/GP 2.0), on the discretion of the award board. However, maximum of one module per level of study can be compensated and the final year project and industry placement modules shall not be compensated.

Progression

Students should pass all the required modules of a level to fulfil the credit requirement for that level.

Graduation and Award Classification

To complete an award and graduate, a student should complete all the module requirement of that award and gain 120 credits or more in total for BSc (Special) award.

For the determination of the award classification, a Grade Point Average (GPA) weighted by the credit allocation is calculated across all modules, excluding any non-GPA modules as follows.

$$GPA = \frac{\sum_i^N Credit\_weight_i * GP_i}{\sum_i^N Credit\_weight_i}$$

The award classification is determined by applying the same criteria given for modules, which is shown in, to the GPA. Please refer to the below example on how to calculate GPA of a student who has completed below course units by obtaining particular grades will be calculated as follows.

Module Code	Module Name	Credit Value	Grade Obtained
CS101.3	Introduction to Computer Science	3	A
MA101.3	Mathematics for Computing	3	B
CS102.3	Programming in C	3	A
CS103.3	Professional Development	3	A+
CN101.3	Data Communication and Networks	3	C
SE101.3	Object-Oriented Programming with Java	3	D
CS106.3	Algorithms and Data Structures	3	A-
CS104.3	Computer Architecture	3	B+
CS105.3	Database Management Systems	3	C+
SE102.3	Web Based Application Development	3	F
	Total No. of Credits	**30**	

GPA Calculation : (Grade Point Average (GPA) is the credit-weighted arithmetic mean of the Grade Point Values, which is determined by dividing the total credit-weighted Grade Point Value by the total number of credits.)

$$GPA = \frac{(3*4.00)+(3*3.00)+(3*4.00)+(3*4.00)+(3*2.00)+(3*1.00)+(3*3.70)+(3*3.30)+(3*2.30)+(3*0.00)}{3+3+3+3+3+3+3+3+3+3}$$

$$= \frac{81.9}{30}$$

$$= 2.73$$

NSBM By-Laws in Determining the BSc in Special Degrees and Awarding Classes

BSc (Special) Degree

To be eligible for the BSc (Special) degree a student must accumulate grades "D" or better in course units aggregating to 120 credits.

Furthermore a student should:

1. No fail grade "F" and no more than one lower grade "D" per year and no more than 4 "D" grades for the entire programme

2. Have a minimum GPA of 2.0 and

3. Complete the relevant requirements within a period of seven academic years.

Special Notes:

- The students who involve in any of the examination offences as prescribed in the examination offences of NSBM will not be awarded a class
- A student who possess lower than 70% attendance to any module will not be eligible for a first class
- A student who is absent for a module and not in a position to provide a valid reason for NSBM will not be eligible for a first class

First Class Honours

A student may be awarded first class honours provided he/she,

1. Obtains grade of "C" or better in course units aggregating to 120 credits and shall have earned no grade below "C" at the first attempt.

2. Shall have earned grade of "A" or better in at least half of the courses in the degree programme

3. A student who obtain "D" and "F" for any module will not be awarded with a first class honours

4. Obtains a minimum GPA of 3.7

5. Completes the relevant requirements within a period of four academic years.

Second Class (Upper Division) Honours

A student may be awarded second class (upper division) honors provided

he/she,

   1. Shall have earned grade of "B" or better in at least half the courses in the degree programme

   2. Obtains a minimum GPA of 3.3

   3. A student who has only one failure for the entire degree programme and converted it to a grade C will be allowed to obtain a second class upper division

   4. Completes the relevant requirements within a period of four academic years

Second Class (Lower Division) Honours

A student may be awarded second class (lower division) honors provided

he/she,

   1. Shall have earned grade of "B" or better in at least half the courses in the degree programme

   2. Obtains a minimum GPA of 3.0

   3. A student who has only two failures for the entire degree programme and converted them to grade C will be allowed to obtain a second class lower division

   4. Completes the relevant requirements within a period of four academic years

   Please refer to the below link for latest updates on the examination regulations and other examination related information.

   https://sites.google.com/view/nsbmexaminations/important-documents-and-announcements

Key Features

Industry Preparation Training: IPT

Industry preparation training program is an initiative that helps the student for a smooth and easy transition to industrial life after the studies at the university. It is expected to provide the first-hand experience on the industrial life and knowledge how to thrive in the industry, through knowledge of experienced IT professionals.

Following key areas will be improved with immediate effect before releasing the student to the future industry training.

- o Strengthen students competency in key skills valued by employers
- o Improve students essential soft skills
- o Feel more confident at the workplace
- o Prepare students to excel in a stressful interview situation

A team of experienced IT professional, who have extensive experience working in large scale IT firms and have interacted with all tiers of it professionals such as novices, seniors and managers have been chosen as mentors of the program. After the training program, it is expected to see a highly motivated and well-prepared team of IT professionals that will be proudly contributed to the IT industry in Sri Lanka by NSBM.

Industry Placements

All UGC students could undertake a mandatory placement at the Level/Year 3. Carrier Guidance Advisor and NSBM carrier guidance unit will provide you with support in finding a placement. The details of the Industry placement can be found in the Industry placement module descriptor and the 'Training Record Book -Industrial Training Program' which is available to all students considering going on placement. This record book gives full information on the aims, objectives, requirements, supervision and assessment of an industrial placement. Note that Industry placement module is a core/compulsory module and is not compensable and student should score minimum of 40%. It's your responsibility to manage your workload during the internship period and students are advised to prioritize their academic activities during this period.

Final Year Project/Dissertation

Award Project contributes 6 credits at level 4 for the BSc Special awards. Fuller details are available in a separate Project Handbook, available at the commencement of the year. These are major pieces of individual investigative work involving planning, literature survey, practical and simulated experimentation, and detailed analysis. Assessment is based on a range of interim progress reports, a final project dissertation, and oral presentations. The project is intended to combine, develop and assess the range of your subject-specific and transferable skills. At the appropriate time, students will be able to choose a project and a supervisor will be assigned for guidance. In this award, satisfactory completion of the Project module is a compulsory requirement and a minimum of 40% mark is required.

General Support and Guidance

Academic Support and Guidance

Throughout your course, you will meet the Module Lecturers at the taught sessions. If you require additional advice and guidance, please do not hesitate to contact the Module Lecturers, Deaprtment Head or the Program Administrator. Please contact your lecturer if you have any concerns about assessments or any other aspect of your course. Generic support with studying, assignments and assessments can be found on the NSBM LMS and relevant partner university's digital learning platform.

General Support and Guidance

If you have concerns about your ability to complete your course for any reason, you are strongly encouraged to speak to your Department Head, Program Administrator or any Lecturer that you are comfortable with.

Student Support Service and Welfare

Physical Environment

NSBM Green University Town is a pioneer in South Asia for environmental sustainability. NSBM has taken efforts to keep its physical environment clean, healthy ad safe. A janitorial service is deployed before, during and after regular hours of operation to keep the environment clean. In addition, various programmes are implemented to increase awareness of environmental and conservation issues. A 24-hour security service is deployed in the premises for ensuring the safety of students, employees and visitors.

Maintenance of the physical environment and equipment is also ensured through the provision of an uninterrupted power supply (generator supported), maintenance crew and a scheduled maintenance programme. A photo of the campus is shown below.

Lecture Halls

All classes are equipped with modern teaching aids and a comfortable teaching area for students to maximize learning opportunities. These facilities include air conditioning, whiteboards, multimedia projectors and comfortable seating arrangements. All classrooms can cater to at least 100 students, together with the availability of lecture halls with seating capacities of 200 and 500 seating capacity.

Library

The NSBM Library offers its students a location for quiet contemplation and study.. It is equipped with an electronically accessible entrance (using student identity cards), online-library section, study rooms and over 5000 books in different streams. The NSBM library houses a comprehensive collection of resources to support all degree programmes, that includes recommended and additional reading for modules, text-books, manuals, periodicals, academic journals and CDROM references.

NSBM library has subscribed to the EMERALD data base to enable students and staff to access research publications on a wide variety of disciplines such as General Management, Management Accounting, Finance, Human Resource Management, Marketing, Logistics Tourism and Hospitality Management and Engineering. Past and current issues of over 220 journals can be accessed via www.emeraldinsight.comwith no restrictions on the number of downloads. Staff and students in their final two years may submit a request for a username and password from the Librarian to access EMERALD outside the university premises.

IT Laboratory Services

NSBM provides comprehensive IT infrastructure in support of teaching and conducting practical sessions. Students are expected to use computer labs according to the schedules given and the use of IT resources should comply with the IT policy of NSBM.

Learning management System (LMS)

NSBM LMS provides a rich source of subject related content for students. Upon registration, students will be provided with the required credentials to access the LMS. Students are encouraged to utilize the resources available in LMS; read the module descriptors, lecture material well in advance and prepare before attending the lectures.

University Management Information System (UMIS)

NSBM has deployed a sophisticated state-of-the-art University Management System (UMIS) that handles end-to-end operations of the University from student enquiries to Student Transcript generation. UMIS maintains up to date student profiles including participation and performance for individual subject modules, course details, lesson schedules, facilities information, finances and further information. UMIS facilitates NSBM management and academics to take timely decisions on management and academic matters via intelligent analytical tools, ensuring the best outcomes for students.

The Examination Unit

The Examination Unit maintains high standards of discipline and confidentiality, and regulates issues pertaining to the numerous examinations and assignments held within the Schools of Business and Computing. Students can approach the staff employed in this unit to clarify all queries pertaining to scheduling and results of examinations. The examination procedures of NSBM will be provided to students with their course materials.
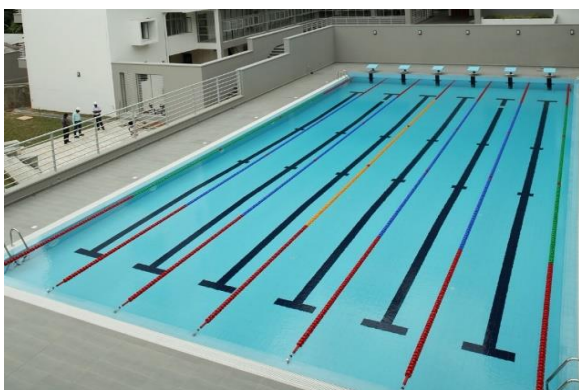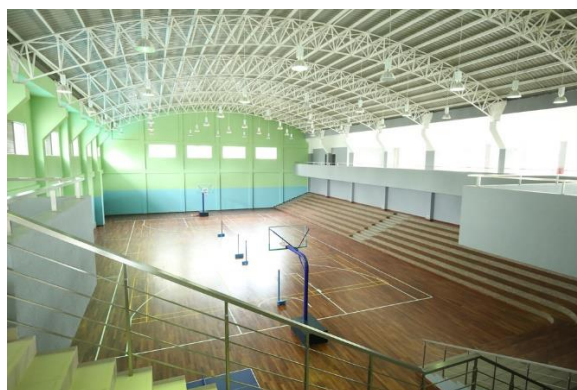
Student Center

The NSBM student center building (consists of a health center, a multipurpose hall, a career guidance office, an audio-visual room, a book shop, counselors' rooms, club offices and an informal study area, allocated for student activities.

Recreational Facilities (Play Ground, Gymnasia, Swimming Pool) and Extracurricular Activities

The NSBM recreational building consists of a swimming pool with 6 lanes, a multipurpose indoor sports building, and a gymnasium with an exercise hall, observation deck, pavilion and tiered seating for an average of 600 spectators.

Students are encouraged to get involved in organizing social activities, charity work, and activities pertaining to their own personality development and networking.

Banking Services and NSBM Shuttle Service

Banking facilities are available on-campus, in the auditorium building with the collaboration of the Bank of Ceylon (BOC). NSBM provides students with student loans for payments of course fees upon student request. Apart from public and private transport services, a limited shuttle service is available during the peak hours between High-Level Road and NSBM Green University Town. These buses provide transport to students at affordable rates in a pre-defined schedule.
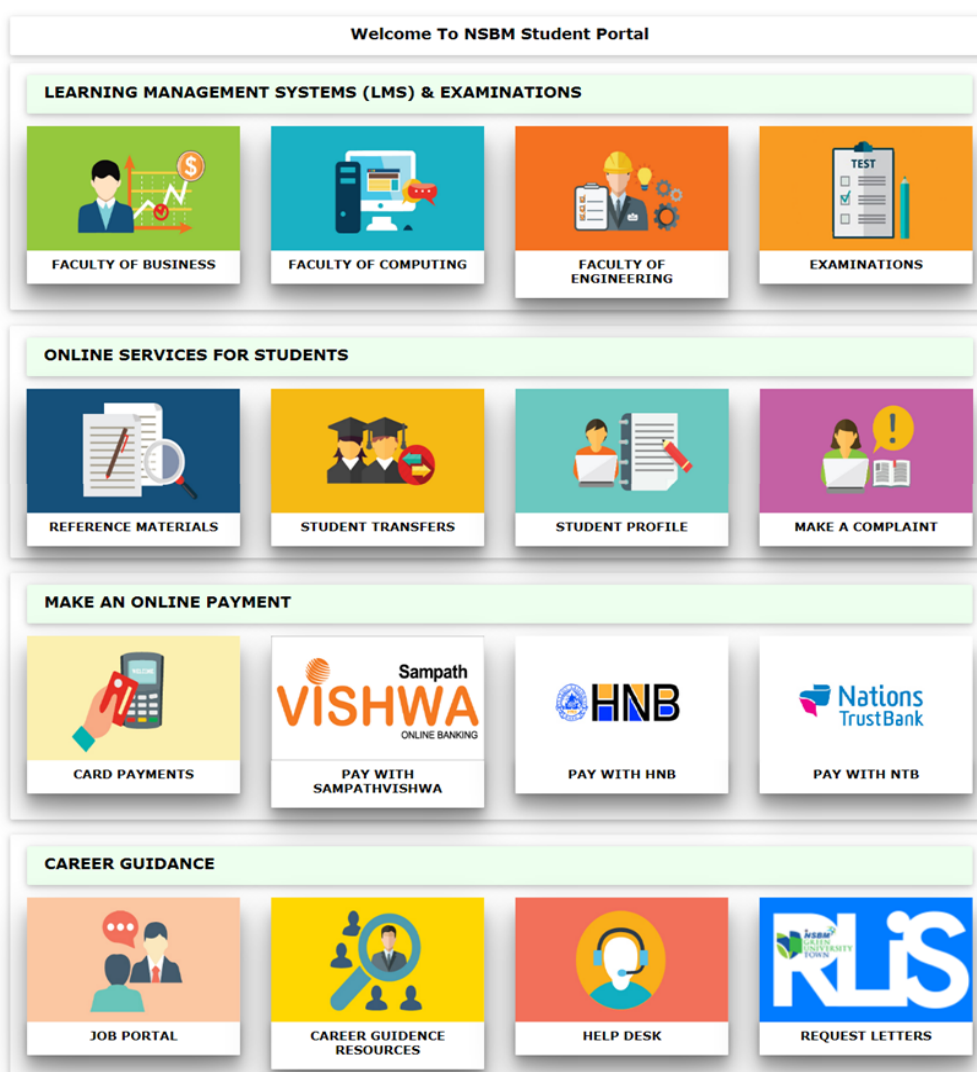
Hostel

On campus accommodation at NSBM Green University Town is built in line with international standards to maximise students' comfort, and convenience. Each accommodation unit is equipped with all necessary facilities. There are 191 twin bedrooms for local students, 56 twin bedrooms for foreign students and 4 bed rooms for differently-abled students.

Canteen

Currently there are three cafeterias/canteens within the university premises which are located in convenient locations for students, staff and the visitors.

Digital Services

Information related to study programs and support services and facilities are available on the NSBM web-site http://www.nsbm.ac.lk which is being updated on a continuous basis in order to always reflect the current status. Please refer to NSPOT (NSBM Student Portal) via NSBM web site to access wide variety of digital services offered to students. URL: https://students.nsbm.ac.lk/

Contact Details

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State Ministry of Skills Development,
Vocational Education, Research & Innovation