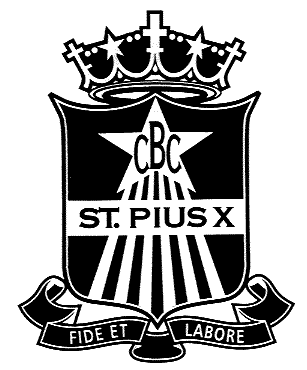
Assessment Notification

**Course: 11 Information Processes and Technology**

Start off with social and ethical

**Task Topic: Task 1 Information Skills and Systems**

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| **Task Details:** |
| **Assessment Task No.1 Due Date: Wed 21/03 (Wk 9) Weighting: 25%** |
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| **Submission Instructions** |
| * Students must hand in a hard copy of their assignment for every part along with a digital copy of their programming code. * The School Assessment policy will be followed for students handing in late work, or missing, assessment tasks. * All work must be submitted, despite how late it may be. |
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| **Outcomes being assessed** |
| |  |  | | --- | --- | | **P1.1** | Describes the nature of information processes and information technology. | | **P1.2** | Classifies the functions and operations of information processes and information technology. | | **P2.1** | Identifies the information processes within an information system. | | **P3.1** | Identifies social and ethical issues. | | **P4.1** | Describes the historical development of information systems and relates these to current and emerging technologies. | |
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| **Task Description** |
| **Overview:**  The Mayor of Tiny Town has been approached by Big Computer Corp to be a lighthouse community for their new computer based town record systems. You are the council’s technology officer and have been asked to prepare a background paper for the Mayor and Councillors to use as the basis for the vote for or against Big Computer Corps proposal.  Your paper is to take the form of a report which addresses the following points;   1. Create a detailed diagrammatic representation of Big Computer Corps proposal in the context of tiny town. **–Information system diagram** 2. Identify and discuss key social and ethical issues that the council should be aware of in considering the proposal. Your discussion should include any positive or negative impacts that the particular issue presents. 3. Create a survey of local residents of the Proposal presented **–Survey Class google form** 4. Present a final position arguing for or against Big Computer Corps proposal providing appropriate justification for your position. In your final argument you should comment about the historical development of computer systems in a way that supports your perspective. 5. Create a database prototype which will demonstrate to council basically how the library database will work. You only need to include 10 records for each of books, resident and borrowings.   **Background information.**  Tiny Town is a rural NSW town with around 10,000 residents in its greater boundaries. Only 3000 residents live in the township itself whilst the remaining population operates cattle farms in the area producing both beef and dairy products. **The average age of the population is 63** as many of the younger people leave the town for better job opportunities in the city.  The Council currently has very few computer based systems although they are able to computer generate resident lists and billing documents.  Monday is the busiest day in the town when the weekly regional cattle sales occurring which see most of the population come to town for the sales as well as weekly shopping and other necessities.  Neither the Council employees or the general population use a great deal of technology, although the Federal Government’s work on National internet access has meant that the area is now able to receive broadband speed connection to the internet.  Any further details you require **may be made up**, however, such information should fall in-line with the general overview of the town that has been provided.  **Big Computer Corp. Proposal**  Big Computer Corp would like to use Tiny Town as the first town to receive our new **Town Planner** © software.  This software automates council processes and allows residents online access to the records council has. Such records include rate notices, development applications by the individual, development applications in their area, access to minutes from council meetings, the ability for users to change and update personal details and for the council to email residents about upcoming events and / or overdue notices for rates or fines. The local library is able to keep their listing of books online and residents can see what books they have out, their return date and any fines they may have.  Big Computer Corp is offering this package free of charge to Tiny Town so that the town becomes an advertising feature that Big Computer Corp may then use to create further paying business. Big Computer Corp will charge both hardware and training at its usual rates. To establish the system Big Computer Corp employees will **require full access to council data** and will **retain electronic access to the system to enable demonstrations to be made to future clients.**  Big Computer Corp is intending to **survey locals about the proposal** before implementation and analyse these results. |
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| **In order to undertake this task you need to** : |
| 1. Produce a Professionally formatted **Proposal Analysis Report** (Word or Google Doc)     1. The contents of the Report must contain the following information:        1. Create a detailed Information Systems diagrammatic representation of Big Computer Corps proposal in the context of tiny town.       2. Identify and discuss key social and ethical issues that the council should be aware of in considering the proposal.          1. Your discussion should include any positive or negative impacts that the particular issue presents.          2. **Headings by bullet points advantages/disadvantages**       3. Present a final position arguing for or against Big Computer Corps proposal providing appropriate justification for your position.          1. In your final argument you should comment about the historical development of computer systems in a way that supports your perspective. 2. Create a database prototype which will demonstrate to council basically how the library database will work.    1. Minimum Information to be represented in your database includes:       1. Resident / Borrower Information          1. e.g. Resident ID, First Name, Last Name, Street, Town, State, Postcode , DOB **– Mail Merge**       2. Book Information          1. E.g. Book Number, Name, Author Name, Data Published, Genre (possibly as a separate lookup table)       3. Borrowings information          1. E.g. Resident/Borrower, Book borrowed, Date Borrowed, Date Due, Date Returned    2. You need to create a **Data Dictionary** for each Table in your database **Name type discription**    3. You only need to include at least 10 records for each of books, resident and borrowings.       1. Ensure to have data that indicate if books have been or have not been returned - before and after the Due Dates **– Screen shot tables +data**    4. You need to create a User friendly Form for each Record Type to capture information – **Screen Shot table + Data**       1. create your own tiny town coat of arms/logo and colour scheme    5. Create Queries to provide following information       1. Summary of all Books (Number, Name, Author, genre) sorted in order of Genre, Author, Name       2. "Overdue" Books (Borrow name and address, Book Number, Name and Author, Date Borrowed and Date Due) sorted by date due **–Screen Shot table + table**    6. Create a Report       1. Using the Summary of all Books Query    7. Create a Mail Merge       1. Using Overdue Books query       2. A Warning Letter is to be sent to Overdue Borrowers (including Name and Address) and include:          1. Date letter produced          2. Book Details          3. Borrowing Details - borrow date, due date       3. Appropriately formatted using company logos and appropriate fonts |
| Parent – child – child  Resident-> borrowing <-book (can only borrow 1 book at a time) |
| **Task Rubrics** |
| Assessment Task 1 IPT - Marking Criteria /55   |  |  |  | | --- | --- | --- | | **Requirement** | **Indicators** | **Mark Range** | | Create a detailed diagrammatic representation of Big Computer Corps proposal in the context of tiny town.  Create an Html Survey form | Information systems in context diagram is detailed, applies the scenario effectively and addresses all information processes showing a clear understanding of the diagrams purpose.  Survey form and Library database complete and working | 8 – 10 | | A good attempt at the information systems in context diagram is made which reflects a basic understanding of the scenario and may address most of the information processes.  Survey form or Library database working. | 4 – 7 | | Some attempt may be made at an information systems in context diagram.  No real attempt at survey form or database. | 0 – 3 | | Identify and discuss key social and ethical issues that the council should be aware of in considering the proposal.  Your discussion should include any positive or negative impacts that the particular issue presents. | Up to 5 of the most important social or ethical issues in relation to this scenario are addressed with clear links to the scenario.  The discussion identifies the issues and explains their impact correctly. | 8 – 10 | | Some of the most important social or ethical issues in relation to this scenario are addressed with links to the scenario.  The discussion may generally identify the issues and attempt to explain their impact. | 4 – 7 | | Some attempt may be made to discuss social and ethical issues. | 0 – 3 | | Present a final position arguing for or against Big Computer Corps proposal providing appropriate justification for your position.  In your final argument you should comment about the historical development of computer systems in a way that supports your perspective. | A final position either supporting or opposing the proposal is presented.  The position is supported with a number of points of relevant justification and effectively uses events in the historical development of computer systems to support the case. | 8 – 10 | | A final position supporting and / or opposing the proposal is presented.  The position may be supported with a number of points of justification and may make reference to events in the historical development of computer systems to support the case. | 4 – 7 | | An attempt a presenting a final position may be made. | 0 – 3 | |

**Database Prototype**

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| Create a Data Dictionary for each of the Tables | A comprehensive data dictionary with all the correct fields | 3 |
| Data dictionary that contains most of the main elements | 2 |
| Attempted a Data Dictionary | 1 |

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| Create Database Tables that match the Data Dictionary | A database that contains all the data identified in the data dictionary.  Including: Tables, Relationships **– Screen shot raltionships.**  Relevant and appropriate number of data records for each table | 4-5 |
| Database that contains most of the main tables with most of the required fields and some relationships that link all the main tables - which may not be fully correct  Most of the data entered that are relevant to the requirements | 2-3 |
| Database containing some tables with some relevant fields  Relationships may have been created to link the tables | 0–1 |

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| Create Forms / User Interfaces | Customised Data Entry Forms for each Table including logo, custom colours and navigation buttons | 4-5 |
| Data Entry Forms for each Table - may not be customised | 2-3 |
| Data Entry Form for some of the Tables | 0-1 |

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| Create Queries as per the requirements | Both Queries that correctly contain all relevant data and filtered and sorted according to requirements  Query names correctly reflect the purpose of the query | 4-5 |
| Queries that mostly contain all the data and are mostly correctly filtered and sorted | 2-3 |
| At least one query created that contain some data and some filters and sorting | 0-1 |

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| Create Report | Create a fully customised report using the relevant query required | 3 |
| A report that uses the required query | 2 |
| A report that may/may not use the required query | 1 |

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| Create a Mail Merged Letter to Overdue Borrowers | A fully customised mail merged document template (Word Processing document) using the required Query from the Database  Generate letters saved as a Word doc ready for printing | 3-4 |
| A mail merged document template that has some formatting and includes the appropriate query | 2 |
| Attempted Mail Merged document | 1 |

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| Total Marks (/55) |  |