

INFT3800: Professional Practice in IT

Callaghan
Semester 1 - 2021



OVERVIEW

Course Description	This course covers in-depth ICT professional knowledge, including professional practice responsibilities and ICT professional ethical and legal issues. It further develops skills in interpersonal and organisational communication, as well as a comprehensive understanding of IT governance and ICT service management that ICT students will need in their future professional practice. It also provides a theoretical grounding of innovation and entrepreneurship methods and provides practice in the implementation of some of their underlying techniques.
Requisites	Students must have successfully completed at least 100 units to enrol in this course. Successful Completion of any 100 units.
Assumed Knowledge	SENG2130 Systems Analysis and Design or INFT2150 Business Analysis
Contact Hours	Lecture Face to Face On Campus 2 hour(s) per Week for Full Term Tutorial Face to Face On Campus 2 hour(s) per Week for Full Term
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

CONTACTS

Course Coordinator	Callaghan Dr Teuku Geumpana Teuku.Geumpana@newcastle.edu.au (02) 434 84606 Consultation: By appointment
Teaching Staff	Other teaching staff will be advised on the course Blackboard site.
School Office	School of Electrical Engineering and Computing ICT307 ICT Building Callaghan +61 2 4921 6026 8:30am to 4:30pm (Monday to Friday) AEST

SYLLABUS

Course Content	Topics covered include: <ol style="list-style-type: none">1. The composite of professional2. Professionalism and ethical practice3. Cultural and accessibility considerations4. Applied ethics in AI and research practice5. Legal systems in practice6. Professional practice of leadership7. Innovation in practice8. Entrepreneurship in practice9. IT governance & project management practice10. Sustainable computing in practice11. Professional career development
Course Learning Outcomes	On successful completion of this course, students will be able to: <ol style="list-style-type: none">1. Apply the ICT professional code of conduct, and illustrate the roles and expectations of an ICT professional.2. Demonstrate skills for organisational communication within the roles that IT professionals will need in their professional practice.3. Differentiate between legal, ethical and social obligations of an ICT professional and be able to differentiate ethical and un-ethical behaviours.4. Outline contemporary ICT governance in organisations.5. Synthesise contemporary and future ethical and social impacts of ICT.6. Apply principles of innovation and entrepreneurship and their application in the context of ICT.
Course Materials	Lecture Materials: Provided on Blackboard Recommended Text: <ul style="list-style-type: none">- Habash, R. (2019). <i>Professional Practice in Engineering and Computing: Preparing for Future Careers</i>. CRC Press.

COMPULSORY REQUIREMENTS

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

Contact Hour Requirements:

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Course Assessment Requirements:

- Assessment 4 - Presentation: 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.

Pre-Placement Requirements:

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ASSESSMENTS

This course has 4 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Quizzes x 4	Week 3, 5, 7, 9	Individual	10%	1, 3, 5, 6
2	Individual Writing Assignment 1	Week 8	Individual	25%	2, 3, 5, 6
3	Individual Writing Assignment 2	Week 10	Individual	25%	2, 3, 5, 6
4	Group Project and Oral Presentation*	Week 11 and 12	Combination	40%	1, 2, 4, 5, 6

* 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.

Assessment 1 - Quizzes x 4

Assessment Type Description

Quiz

The purpose and benefit of the regular class quizzes is to provide students with progressive feedback on their learning. These tests highlight areas of concern and may stimulate discussion with tutors and lecturers.

Weighting

10%

Due Date

Week 3, 5, 7, 9

Submission Method

In Class

Assessment Criteria

See Blackboard

Return Method

Not Returned

Feedback Provided

In Class - .

Assessment 2 - Individual Writing Assignment 1

Assessment Type	Written Assignment
Description	Students will prepare an important document that is required in the professional practice environment.
Weighting	25%
Due Date	Week 8
Submission Method	Online
Assessment Criteria	See Blackboard
Return Method	Not Returned
Feedback Provided	In Class - .

Assessment 3 - Individual Writing Assignment 2

Assessment Type	Written Assignment
Description	Students will prepare an important document that is required in the professional practice environment.
Weighting	25%
Due Date	Week 10
Submission Method	Online
Assessment Criteria	See Blackboard
Return Method	Not Returned
Feedback Provided	In Class - .

Assessment 4 - Group Project and Oral Presentation

Assessment Type	Presentation
Description	Students in groups will conduct research on certain topics in the area of IT professional practices and present their findings to the class. The purpose of this activity is to enable peer-to-peer learning, develop the ability to collect data, synthesise an opinion and communicate findings to their peers in a well presented manner.
Weighting	40%
Compulsory Requirements	Minimum Grade / Mark Requirement - Students must obtain a specified minimum grade / mark in this assessment item to pass the course..
Due Date	Week 11 and 12
Submission Method	In Class
Assessment Criteria	See Blackboard
Return Method	Not Returned
Feedback Provided	In Class - .
Opportunity to Reattempt	Students WILL be given the opportunity to reattempt this assessment. Students 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.

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:

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

As part of the evaluation process of any assessment item in this course an oral examination 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 Guidelines](#). 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**

You are entitled to apply for special consideration because adverse circumstances have had an impact on your performance in an assessment item. This includes applying for an extension of time to complete an assessment item. Prior to applying you must refer to the Adverse Circumstances Affecting Assessment Items Procedure, available at <https://policies.newcastle.edu.au/document/view-current.php?id=236>. All applications for Adverse Circumstances must be lodged via the online Adverse Circumstances system, along with supporting documentation.

**Important Policy
Information**

The 'HELP for Students' tab in UoNline contains important information that all students should be familiar with, including various systems, policies and procedures.

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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Graduate Profile Statements – Information Technology (UG)

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

Graduate attribute	University of Newcastle Bachelor of IT Graduate Profile Statements	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	☑	☑	☑	
2	Apply critical reasoning and systems thinking to understand and support the operation and constraints of contemporary enterprises and their dynamic environment				
3	Work independently and collaboratively to locate, manage and organize 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 organizational problems				
5	Demonstrate professional judgement and responsibility by communicating information technology principles, practices, standards to specialist and non-specialist audience clearly and persuasively				