



**UNSW**

## UNSW Course Outline

# INFS5603 Business Analysis and Agile Product Management - 2024

Published on the 29 Jan 2024

## General Course Information

**Course Code :** INFS5603

**Year :** 2024

**Term :** Term 1

**Teaching Period :** T1

**Is a multi-term course? :** No

**Faculty :** UNSW Business School

**Academic Unit :** School of Information Systems and Technology Management

**Delivery Mode :** In Person

**Delivery Format :** Standard

**Delivery Location :** Kensington

**Campus :** Sydney

**Study Level :** Postgraduate

**Units of Credit :** 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

Business analysis is the practice of enabling change in an organisational context, by defining needs and recommending solutions that deliver value to stakeholders. This course develops the core knowledge areas of a business analyst in the context of developing, analysing and

implementing information systems. The course will focus on digitally-enabled change in Agile environments, including analysis and application of the Agile Scrum framework. Using real-world challenges and problems relating to business analysis and agile product management, the course will hone the conceptual and analytical skills required for analysing business problems and processes, understanding customer requirements, managing stakeholders, and developing product roadmaps.

## Course Aims

This course aims to teach students the fundamentals of analysing and designing digital solutions in an organisational context. The course will cover both traditional and contemporary approaches to analysing and designing digital solutions to meet stakeholder needs.

## Relationship to Other Courses

This course covers material that is foundational to the discipline of information systems. This course provides the student with concepts and skills that are essential in careers such as business analysts, business systems analysts, product owners, product managers, consultants, and developers.

# Course Learning Outcomes

Course Learning Outcomes	Program learning outcomes
CLO1 : Examine the lifecycle and requirements of building digital solutions for customers across a variety of industries.	<ul style="list-style-type: none"><li>PLO1 : Business Knowledge</li><li>PLO6 : Global and Cultural Competence</li></ul>
CLO2 : Apply and justify the use of different business analysis tools, techniques and methodologies.	<ul style="list-style-type: none"><li>PLO1 : Business Knowledge</li><li>PLO2 : Problem Solving</li><li>PLO5 : Responsible Business Practice</li></ul>
CLO3 : Design detailed and well-researched digital solutions in an organisational context, and apply those solutions to respond to complex customer needs.	<ul style="list-style-type: none"><li>PLO2 : Problem Solving</li><li>PLO3 : Business Communication</li><li>PLO5 : Responsible Business Practice</li><li>PLO6 : Global and Cultural Competence</li></ul>
CLO4 : Work effectively and collaboratively as part of a group to apply Agile Scrum project management techniques.	<ul style="list-style-type: none"><li>PLO3 : Business Communication</li><li>PLO4 : Teamwork</li></ul>

Course Learning Outcomes	Assessment Item
CLO1 : Examine the lifecycle and requirements of building digital solutions for customers across a variety of industries.	<ul style="list-style-type: none"><li>Tutorial Preparation and Participation</li><li>Group Assignment</li><li>Final Exam</li></ul>
CLO2 : Apply and justify the use of different business analysis tools, techniques and methodologies.	<ul style="list-style-type: none"><li>Tutorial Preparation and Participation</li><li>Group Assignment</li><li>Final Exam</li></ul>
CLO3 : Design detailed and well-researched digital solutions in an organisational context, and apply those solutions to respond to complex customer needs.	<ul style="list-style-type: none"><li>Group Assignment</li></ul>
CLO4 : Work effectively and collaboratively as part of a group to apply Agile Scrum project management techniques.	<ul style="list-style-type: none"><li>Group Assignment</li></ul>

## Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

## Learning and Teaching in this course

At university, the focus is on a self-directed search for knowledge. Lectures, tutorials, textbooks and other resources are all provided to help with this process. The primary vehicle in this course is work carried out in collaboration with other students, inside and outside the classroom, under the guidance of your lecturer.

In class, we will work through exercises designed around case studies and real-world problems, and this will be a unique opportunity for you to observe business systems analysis and design techniques in practice. You are encouraged to seek clarification by asking questions during class. The Sandbox Group Assignment provides another opportunity to apply the concepts learned to real world problems.

We will have to cover a lot of material in this course, so it is vital that you study from Week 1. This means you should read the set chapters in the textbook and prepare for your tutorials. The course team will facilitate your learning by providing guidance as to what you need to study and work with you on problems you may encounter. It is, however, your responsibility to make a concerted and timely effort to study. If you make this effort you will find the material interesting, the course worthwhile and the interaction with your fellow students stimulating. You should also do well.

## Additional Course Information

The course consists of

1. Live Lectures
2. Tutorials

Each week the course will have live lectures where the LIC will explain in detail the weekly content. During the tutorial class, students can expect to participate in practical exercises or assignments that help them apply the knowledge and skills they have acquired in the lecture. The tutor will guide students through these exercises, providing feedback and support as needed. The tutorial class is an opportunity for students to delve deeper into the subject matter and gain a more comprehensive understanding of the topics covered. It also helps students develop the practical skills they will need to succeed in their future careers.

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates	Program learning outcomes
Tutorial Preparation and Participation Assessment Format: Individual	20%	Start Date: Please refer to Moodle for more information Due Date: Weekly ongoing	<ul style="list-style-type: none"><li>• PLO1 : Business Knowledge</li><li>• PLO2 : Problem Solving</li><li>• PLO3 : Business Communication</li><li>• PLO5 : Responsible Business Practice</li><li>• PLO6 : Global and Cultural Competence</li><li>• PLO7 : Leadership Development</li></ul>
Group Assignment Assessment Format: Group	40%	Start Date: Please refer to Moodle for more information Due Date: Milestone 1 due in Week 05; Milestone 2 due in Week 09	<ul style="list-style-type: none"><li>• PLO1 : Business Knowledge</li><li>• PLO2 : Problem Solving</li><li>• PLO3 : Business Communication</li><li>• PLO4 : Teamwork</li><li>• PLO5 : Responsible Business Practice</li><li>• PLO6 : Global and Cultural Competence</li><li>• PLO7 : Leadership Development</li></ul>
Final Exam Assessment Format: Individual	40%	Start Date: Please refer to Moodle for more information Due Date: University Exam Period	<ul style="list-style-type: none"><li>• PLO1 : Business Knowledge</li><li>• PLO2 : Problem Solving</li><li>• PLO5 : Responsible Business Practice</li><li>• PLO6 : Global and Cultural Competence</li></ul>

## Assessment Details

### Tutorial Preparation and Participation

#### Assessment Overview

This individual assessment will account for 20% of your overall mark. This task will comprise of a range of short weekly activities across 8 weeks that will help consolidate your learning of key concepts and skills required in the Group Assignment and Final Exam. The activities will require you to engage with course materials, including lectures and readings, and will help build the learning community by acting as the stimulus for weekly in-class discussions. You will receive an

in-progress mark in week 4 and the final mark in week 10.

Assesses: PLO1, PLO2, PLO3

#### Course Learning Outcomes

- CLO1 : Examine the lifecycle and requirements of building digital solutions for customers across a variety of industries.
- CLO2 : Apply and justify the use of different business analysis tools, techniques and methodologies.

#### Detailed Assessment Description

This assessment will account for 20% of your (individual) mark. This task will comprise of a range of short weekly activities that will help consolidate your learning of key concepts and skills required in Task 2 and the Final Examination. The activities will require you to engage with course materials such as lectures and readings and will help build the learning community by acting as the stimulus for weekly in-class discussions. There will be activities across 8 weeks and you will receive an in progress mark in week 4 and the final mark for the task in week 10.

#### Assessment Length

TBA

#### Submission notes

Please refer to Moodle for more information

#### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

### **Group Assignment**

#### Assessment Overview

This group assessment will account for 40% of your overall mark, with 30% marked as a group (report) and 10% marked as an individual (presentation). The assignment will require you to engage with problems relating to business analysis and agile product management. Building on case scenarios, you and your team members will be expected to analyse business problems and arrive at potential solutions. Further details will be made available via Moodle in week 1.

Assesses: PLO1, PLO2, PLO3, PLO4, PLO5, PLO6

#### Course Learning Outcomes

- CLO1 : Examine the lifecycle and requirements of building digital solutions for customers across a variety of industries.

- CLO2 : Apply and justify the use of different business analysis tools, techniques and methodologies.
- CLO3 : Design detailed and well-researched digital solutions in an organisational context, and apply those solutions to respond to complex customer needs.
- CLO4 : Work effectively and collaboratively as part of a group to apply Agile Scrum project management techniques.

#### Detailed Assessment Description

The group assignment will account for 30% of your overall mark. The assignment will require students to engage with problems relating to business analysis and agile product management. Building on case scenarios, students will be expected to analyse business problems and arrive at potential solutions. Further details will be made available via Moodle in week 1.

#### Assessment Length

TBA

#### Submission notes

Please refer to Moodle for more information

#### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## **Final Exam**

#### Assessment Overview

This individual assessment will account for 40% of your overall mark. The exam will cover all material addressed in the course. This assessment will be held during the official examination period.

Assesses: PLO1, PLO2, PLO5

#### Course Learning Outcomes

- CLO1 : Examine the lifecycle and requirements of building digital solutions for customers across a variety of industries.
- CLO2 : Apply and justify the use of different business analysis tools, techniques and methodologies.

#### Detailed Assessment Description

An examination worth 40% of the overall marks will be held during the official examination period covering all material addressed in the course.

### Assessment Length

TBA

### Submission notes

Please refer to Moodle for more information

### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## General Assessment Information

As a student at UNSW you are expected to display [academic integrity](#) in your work and interactions. Where a student breaches the [UNSW Student Code](#) with respect to academic integrity, the University may take disciplinary action under the Student Misconduct Procedure. To assure academic integrity, you may be required to demonstrate reasoning, research and the process of constructing work submitted for assessment.

To assist you in understanding what academic integrity means, and how to ensure that you do comply with the UNSW Student Code, it is strongly recommended that you complete the [Working with Academic Integrity](#) module before submitting your first assessment task. It is a free, online self-paced Moodle module that should take about one hour to complete.

You are expected to complete all assessment tasks for your courses in the School of Information Systems and Technology Management. Classes are highly practical and relevant to your assessments, so you are expected to attend at least 80% of all scheduled classes.

Where group assignments are used, team members are expected to work in a harmonious and professional fashion, which includes adequate management of non-performing members. You should inform your tutor as soon as possible if you experience problems within a project team. You may be required to evaluate the contribution of each team member (including yourself) in group work and marks for individual students may be adjusted based on peer assessment.

### Grading Basis

Standard

# Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 12 February - 18 February	Lecture	<p>Agile Business Analysis I</p> <p>Refer to Resources posted on Moodle/MS Teams.</p> <p>Group Assignment Brief Released, Assignment Groups Formed</p>
	Tutorial	<p>Agile Business Analysis I</p> <p>Ref: Pre-workshop reading and Lecture Notes</p>
Week 2 : 19 February - 25 February	Lecture	<p>Agile Business Analysis II</p> <p>Refer to Resources posted on Moodle/MS Teams.</p>
	Tutorial	<p>Agile Business Analysis II</p> <p>Ref: Pre-workshop reading and Lecture Notes</p>
Week 3 : 26 February - 3 March	Lecture	<p>Analyzing the Enterprise</p> <p>Refer to Resources posted on Moodle/MS Teams.</p>
	Tutorial	<p>Analyzing the Enterprise</p> <p>Ref: Pre-workshop reading and Lecture Notes</p>
Week 4 : 4 March - 10 March	Lecture	<p>Modelling the Enterprise</p> <p>Refer to Resources posted on Moodle/MS Teams.</p>
	Tutorial	<p>Modelling the Enterprise</p> <p>Ref: Pre-workshop reading and Lecture Notes</p>
Week 5 : 11 March - 17 March	Lecture	<p>Envisioning the Product I</p> <p>Refer to Resources posted on Moodle/MS Teams.</p>
	Tutorial	<p>Envisioning the Product I</p> <p>Refer to Resources posted on Moodle/MS Teams.</p> <p>Milestone 1 Due Beginning of Week 05</p>
Week 6 : 18 March - 24 March	Homework	Recharge week

Week 7 : 25 March - 31 March	Lecture	Envisioning the Product II  Refer to Resources posted on Moodle/MS Teams.
	Tutorial	Envisioning the Product II  Ref: Pre-workshop reading and Lecture Notes
Week 8 : 1 April - 7 April	Lecture	Testing Product Ideas  Refer to Resources posted on Moodle/MS Teams.
	Tutorial	Testing Product Ideas  Ref: Pre-workshop reading and Lecture Notes
Week 9 : 8 April - 14 April	Lecture	Product Analytics & Ethics  Refer to Resources posted on Moodle/MS Teams.  Milestone 2 Due Beginning of Week 09
	Tutorial	Product Analytics & Ethics  Ref: Pre-workshop reading and Lecture Notes
Week 10 : 15 April - 21 April	Lecture	Course Revision  Refer to Resources posted on Moodle/MS Teams.
	Tutorial	Course Revision  Ref: Lecture Notes

## Attendance Requirements

Please note that lecture recordings are not available for this course. Students are strongly encouraged to attend all classes and contact the Course Authority to make alternative arrangements for classes missed.

## Course Resources

### Prescribed Resources

Prescribed resources:

- Agile and Business Analysis: Practical guidance for IT professionals. Lynda Girvan and Debra Paul, 2017.
- Agile Product Management with Scrum: Creating Products that Customers Love. Roman Pichle, 2010

Weekly recommended resources will be shared on Moodle.

Additionally, the Moodle course website will also feature reading material to supplement your learning.

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Mairead O'Connor		Level 2 Quadrangle Building, School of Information Systems and Technology Management, UNSW Business School	TBA	TBA	No	Yes

## Other Useful Information

### Academic Information

### COURSE POLICIES AND SUPPORT

The Business School expects that you are familiar with the contents of this course outline and the UNSW and Business School learning expectations, rules, policies and support services as listed below:

- Program Learning Outcomes
- Academic Integrity and Plagiarism
- Student Responsibilities and Conduct
- Special Consideration
- Protocol for Viewing Final Exam Scripts
- Student Learning Support Services

Further information is provided on the [key policies and support page](#).

Students may not circulate or post online any course materials such as handouts, exams, syllabi or similar resources from their courses without the written permission of their instructor.

### STUDENT LEARNING OUTCOMES

The Course Learning Outcomes (CLOs) – under the Outcomes tab – are what you should be able to demonstrate by the end of this course, if you participate fully in learning activities and successfully complete the assessment items.

CLOs also contribute to your achievement of the Program Learning Outcomes (PLOs), which are developed across the duration of a program. PLOs are, in turn, directly linked to [UNSW graduate capabilities](#). More information on Coursework PLOs is available on the [key policies and support](#) page. For PG Research PLOs, including MPDBS, please refer to the [UNSW HDR Learning Outcomes](#).

## Academic Honesty and Plagiarism

As a student at UNSW you are expected to display [academic integrity](#) in your work and interactions. Where a student breaches the [UNSW Student Code](#) with respect to academic integrity, the University may take disciplinary action under the Student Misconduct Procedure. To assure academic integrity, you may be required to demonstrate reasoning, research and the process of constructing work submitted for assessment.

To assist you in understanding what academic integrity means, and how to ensure that you do comply with the UNSW Student Code, it is strongly recommended that you complete the [Working with Academic Integrity](#) module before submitting your first assessment task. It is a free, online self-paced Moodle module that should take about one hour to complete.

## Submission of Assessment Tasks

### SPECIAL CONSIDERATION

You can apply for special consideration when illness or other circumstances beyond your control interfere with your performance in a specific assessment task or tasks, including online exams. Students studying remotely who have exams scheduled between 10pm and 7am local time, are also able to apply for special consideration to sit a supplementary exam at a time outside of these hours.

Special consideration is primarily intended to provide you with an extra opportunity to demonstrate the level of performance of which you are capable. To apply, and for further information, see Special Consideration on the UNSW [Current Students](#) page.

Special consideration applications will be assessed centrally by the Case Review Team, who will

update the online application with the outcome and add any relevant comments. The change to the status of the application immediately sends an email to the student and to the assessor with the outcome of the application.

Please note the following:

1. Applications can only be made through Online Services in myUNSW (see the UNSW [Current Students](#) page). Applications will not be accepted by teaching staff. The lecturer-in-charge/course coordinator will be automatically notified when your application is processed.
2. Applying for special consideration does not automatically mean that you will be granted a supplementary exam or other concession.
3. If you experience illness or misadventure in the lead up to an exam or assessment, you must submit an application for special consideration, either prior to the examination taking place, or prior to the assessment submission deadline, except where illness or misadventure prevent you from doing so.
4. If your circumstances stop you from applying before your exam or assessment due date, you must apply within 3 working days of the assessment or the period covered by your supporting documentation.
5. Under the UNSW Fit To Sit/Submit rule, if you sit the exam/submit an assignment, you are declaring yourself well enough to do so and are cannot subsequently apply for special consideration.
6. If you become unwell on the day of – or during – an exam, you must stop working on your exam, advise your course coordinator or tutor and provide a medical certificate dated within 24 hours of the exam, with your special consideration application. For online exams, you must contact your course coordinator or tutor immediately via email, Moodle or chat and advise them you are unwell and submit screenshots of your conversation along with your medical certificate and application.
7. Special consideration requests do not allow the awarding of additional marks to students.

Further information on Business School policy and procedure can be found under “Special Consideration” on the [key policies and support](#) page.

## LATE SUBMISSION PENALTIES

For assessments other than examinations, late submission will incur a penalty of 5% per day or part thereof (including weekends) from the due date and time. An assessment will not be accepted after 5 days (120 hours) of the original deadline unless special consideration has been approved. An assignment is considered late if the requested format, such as hard copy or electronic copy, has not been submitted on time or where the ‘wrong’ assignment has been submitted.

For assessments which account for 10% or less of the overall course grade, and where answers are immediately discussed or debriefed, the LIC may stipulate a different penalty. Details of such late penalties will be available on the course Moodle page.

## FEEDBACK ON YOUR ASSESSMENT TASK PERFORMANCE

Feedback on student performance from formative and summative assessment tasks will be provided to students in a timely manner. Assessment tasks completed within the teaching period of a course, other than a final assessment, will be assessed and students provided with feedback, with or without a provisional result, within 10 working days of submission, under normal circumstances. Feedback on continuous assessment tasks (e.g. laboratory and studio-based, workplace-based, weekly quizzes) will be provided prior to the midpoint of the course.

## Faculty-specific Information

### PROTOCOL FOR VIEWING FINAL EXAM SCRIPTS

UNSW students have the right to view their final exam scripts, subject to a small number of very specific exemptions. The UNSW Business School has set a [protocol](#) under which students may view their final exam script. Individual schools within the Faculty may also set up additional local processes for viewing final exam scripts, so it is important that you check with your School.

If you are completing courses from the following schools, please note the additional school-specific information:

- Students in the **School of Accounting, Auditing & Taxation** who wish to view their final examination script should also refer to [this page](#).
- Students in the **School of Banking & Finance** should also refer to [this page](#).
- Students in the **School of Information Systems & Technology Management** should also refer to [this page](#).

### COURSE EVALUATION AND DEVELOPMENT

Feedback is regularly sought from students and continual improvements are made based on this feedback. At the end of this course, you will be asked to complete the [myExperience survey](#), which provides a key source of student evaluative feedback. Your input into this quality enhancement process is extremely valuable in assisting us to meet the needs of our students and provide an effective and enriching learning experience. The results of all surveys are carefully considered and do lead to action towards enhancing educational quality.

## **QUALITY ASSURANCE**

The Business School is actively monitoring student learning and quality of the student experience in all its programs. A random selection of completed assessment tasks may be used for quality assurance, such as to determine the extent to which program learning goals are being achieved. The information is required for accreditation purposes, and aggregated findings will be used to inform changes aimed at improving the quality of Business School programs. All material used for such processes will be treated as confidential.

## **TEACHING TIMES AND LOCATIONS**

Please note that teaching times and locations are subject to change. Students are strongly advised to refer to the [Class Timetable website](#) for the most up-to-date teaching times and locations.