UNSW Course Outline

INFS5848 Fundamentals of Information Systems and Technology Project Management - 2024

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General Course Information

Course Code : INFS5848
Year : 2024
Term : Term 3
Teaching Period : T3
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

INFS5848 aims to equip you with both theory and practical skills in the management of information systems implementation projects. These skills will also be of considerable benefit in completing courses later in your career.

The course also aims to further your development as a scholar and future business professional. The course will refine your communication skills and group-work skills, improve your time management and assist in your research skills.

The course assumes no prior experience in project management, but does assume that you are familiar with the systems development lifecycle and have a good understanding of the processes involved in the development of information systems.

Course Aims

INFS5848 aims to equip you with both theory and practical skills in the management of information systems implementation projects. These skills will also be of considerable benefit in completing later year courses and later in your career.

The course also aims to further your development as a scholar and future business professional. The course will refine your communication skills and group-work skills, improve your time management and assist in your research skills.

The course assumes no prior experience in project management, but does assume that you are familiar with the systems development lifecycle and have a good understanding of the processes involved in the development of information systems.

Course Learning Outcomes

Course Learning Outcomes	Program learning outcomes
CLO1 : Explain the components of effective project management.	• PLO1 : Business Knowledge
CLO2 : Explain the role of project management software methodologies, standards and project management professional bodies in the management of IS/IT projects.	• PLO1 : Business Knowledge
CLO3 : Construct a workable project management plan that includes scope, tasks, time and costs components.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO4 : Teamwork
CLO4 : Assess the performance of a project and make recommendations accordingly.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication
CLO5 : Construct project communication, human resource management, risk management and procurement management.	• PLO3 : Leadership • PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO6 : Global and Cultural Competence
CLO6 : Discuss and explain new emerging and contemporary issues in the IS project management landscape.	• PLO1 : Business Knowledge • PLO3 : Business Communication • PLO7 : Leadership Development
CLO7 : Work effectively and responsibly in a diverse team setting.	• PLO4 : Teamwork • PLO5 : Responsible Business Practice • PLO6 : Global and Cultural Competence • PLO7 : Leadership Development

Course Learning Outcomes	Assessment Item
CLO1 : Explain the components of effective project management.	• Workshop Preparation and Participation • Group Assignment • Final Exam
CLO2 : Explain the role of project management software methodologies, standards and project management professional bodies in the management of IS/IT projects.	• Workshop Preparation and Participation • Group Assignment • Final Exam
CLO3 : Construct a workable project management plan that includes scope, tasks, time and costs components.	• Individual Reflection on Group Work • Workshop Preparation and Participation • Group Assignment • Final Exam
CLO4 : Assess the performance of a project and make recommendations accordingly.	• Individual Reflection on Group Work • Group Assignment • Final Exam
CLO5 : Construct project communication, human resource management, risk management and procurement management.	• Individual Reflection on Group Work • Workshop Preparation and Participation • Group Assignment • Final Exam
CLO6 : Discuss and explain new emerging and contemporary issues in the IS project management landscape.	• Workshop Preparation and Participation • Group Assignment • Final Exam
CLO7 : Work effectively and responsibly in a diverse team setting.	• Group Assignment

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates	Program learning outcomes
Workshop Preparation and Participation Assessment Format: Individual	10%	Start Date: Not Applicable Due Date: Weekly	• PLO1 : Business Knowledge • PLO3 : Business Communication • PLO2 : Problem Solving
Group Assignment Assessment Format: Group	30%	Due Date: Week 9: 04 November - 10 November	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO4 : Teamwork • PLO5 : Responsible Business Practice • PLO7 : Leadership Development
Final Exam Assessment Format: Individual	50%		• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO5 : Responsible Business Practice • PLO6 : Global and Cultural Competence • PLO7 : Leadership Development
Individual Reflection on Group Work Assessment Format: Individual	10%	Due Date: Week 10: 11 November - 17 November	• PLO5 : Responsible Business Practice • PLO7 : Leadership Development • PLO1 : Business Knowledge • PLO3 : Business Communication • PLO6 : Global and Cultural Competence

Assessment Details
Workshop Preparation and Participation

Course Learning Outcomes

- CLO1 : Explain the components of effective project management.
- CLO2 : Explain the role of project management software methodologies, standards and project management professional bodies in the management of IS/IT projects.
- CLO3 : Construct a workable project management plan that includes scope, tasks, time and costs components.

- CLO5 : Construct project communication, human resource management, risk management and procurement management.
- CLO6 : Discuss and explain new emerging and contemporary issues in the IS project management landscape.

Detailed Assessment Description

Weekly Learning Diary

Assessment Length

300~500 words

Generative AI Permission Level

No Assistance

This assessment is designed for you to complete without the use of any generative AI. You are not permitted to use any generative AI tools, software or service to search for or generate information or answers.

For more information on Generative AI and permitted use please see here.

Group Assignment

Course Learning Outcomes

- CLO1 : Explain the components of effective project management.
- CLO2 : Explain the role of project management software methodologies, standards and project management professional bodies in the management of IS/IT projects.
- CLO3 : Construct a workable project management plan that includes scope, tasks, time and costs components.
- CLO4 : Assess the performance of a project and make recommendations accordingly.
- CLO5 : Construct project communication, human resource management, risk management and procurement management.
- CLO6 : Discuss and explain new emerging and contemporary issues in the IS project management landscape.
- CLO7 : Work effectively and responsibly in a diverse team setting.

Assessment Length

Refer to Assessment Brief on Moodle

Generative AI Permission Level

No Assistance

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information or answers.

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Final Exam

Course Learning Outcomes

- CLO1 : Explain the components of effective project management.
- CLO2 : Explain the role of project management software methodologies, standards and project management professional bodies in the management of IS/IT projects.
- CLO3 : Construct a workable project management plan that includes scope, tasks, time and costs components.
- CLO4 : Assess the performance of a project and make recommendations accordingly.
- CLO5 : Construct project communication, human resource management, risk management and procurement management.
- CLO6 : Discuss and explain new emerging and contemporary issues in the IS project management landscape.

Generative AI Permission Level

No Assistance

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Individual Reflection on Group Work

Course Learning Outcomes

- CLO3 : Construct a workable project management plan that includes scope, tasks, time and costs components.
- CLO4 : Assess the performance of a project and make recommendations accordingly.
- CLO5 : Construct project communication, human resource management, risk management and procurement management.

Detailed Assessment Description

Reflection Report on The Course and Learning as a Project

Assessment Length

Details will be shared in the Assessment Brief on Moodle

Generative AI Permission Level

No Assistance

This assessment is designed for you to complete without the use of any generative AI. You are not permitted to use any generative AI tools, software or service to search for or generate information or answers.

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General Assessment Information

Grading Basis

Standard

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 9 September - 15 September	Lecture	• Course induction • Introduction to Project Management
	Workshop	• Introduction to Project Management. • Case Study Discussion
Week 2 : 16 September - 22 September	Lecture	• IT Projects and Organisations • How projects are organised • Processes and methodologies
	Workshop	• PM Tools (MSP, Jira, Confluence)
Week 3 : 23 September - 29 September	Lecture	• Project Selection • Project Sourcing
	Workshop	• Business Case (Ongoing Case Study) • Application of PM tools
Week 4 : 30 September - 6 October	Lecture	• Project Scope Management
	Workshop	• Ongoing Case Study application
Week 5 : 7 October - 13 October	Lecture	Pre-recorded (Asynchronous Lecture) Due to Monday Week 5 Public Holiday (link will be shared on Moodle and course TEAMS channel) • Project Schedule Management
	Workshop	• Ongoing Case Study Discussion and Analysis • Tools Application
Week 6 : 14 October - 20 October	Lecture	• Project Cost Management • Project Quality Management
	Workshop	• Ongoing Case Study Discussion and Analysis • Quality Tools application
Week 7 : 21 October - 27 October	Lecture	• Project Resource Management • Agile Methodology
	Workshop	Class Debate (PM Methodology)
Week 8 : 28 October - 3 November	Lecture	• Project Communications Management • Stakeholders and Risk Management
	Workshop	• Class Discussion (PM Tools application) • Group Assessment Practice
Week 9 : 4 November - 10 November	Lecture	• Project Procurement Management • Resource Acquisition
	Workshop	• Develop plans to Acquire, Maintain, Motivate, and Develop Project Resources (HR & Material Resources)
Week 10 : 11 November - 17 November	Lecture	• Course Summary • Exam Preparation
	Workshop	• Group Project Live Presentations

Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

General Schedule Information

The course will run for 10 weeks following the PM knowledge management structure. Each week will focus on a specific knowledge management topic. As Monday of week 5 is a public holiday The lecture of Week 5 will be pre-recorded and shared on Moodle and the course TEAMS channel.

Course Resources

Prescribed Resources

"Information Technology Project Management" (9th edition) by Kathy Schwalbe, published by Course Technology (Cengage).

- Print book is available at the UNSW Bookshop on campus and online - https://www.bookshop.unsw.edu.au/

- A digital version (e-book) is available from the UNSW Bookshop digital site -   https://unswbookshop.vitalsource.com/
- The publisher offers 10% discount for the e-book. You can purchase the e-book from the link below with the discount code of WOW10.
- https://au.cengage.com/
- The library holds both hard and e-book. There are three copies of e-book held by the library. This is another option for you to use if you can access it.
- If you can purchase a second-hand book, feel free to use it.
- You will require your textbook for your weekly study plan.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Lecturer	Nizar Hoblos		Quadrangle Level 2, ISTM	0432215525	By appointment via e-mail	Yes	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 Policies and Guidelines 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 Policies and Guidelines page. For PG Research PLOs, including MPDBS, please refer to UNSW HDR learning outcomes.

Academic Honesty and Plagarism

As a student at UNSW you are expected to display academic integrity in your work and interactions. Where a student breaches the UNSW Code of Conduct with respect to academic integrity, the University may take disciplinary action. 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 Code of Conduct, 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

SHORT EXTENSIONS

Short Extension is a new process that allows you to apply for an extended deadline on your assessment without the need to provide supporting documentation, offering immediate approval during brief, life-disrupting events. Requests are automatically approved once submitted.

Short extensions are ONLY available for some assessments. Check your course outline or Moodle to see if this is offered for your assessments. Where a short extension exists, all students enrolled in that course in that term are eligible to apply. Further details are available the UNSW Current Students page.

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. Special consideration is primarily intended to provide you with an extra opportunity to demonstrate the level of performance of which you are capable.

Applications can only be made online and will NOT be accepted by teaching staff. 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. The majority of applications will be processed within 3-5 working days.

For further information, and to apply, see Special Consideration on the UNSW Current Students page.

LATE SUBMISSION PENALTIES

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. In the case of an approved Equitable Learning Plan (ELP) provision, special consideration or short extension, the late penalty applies from the date of approved time

extension. After five days from the extended deadline, the assessment cannot be submited.

An assessment is considered late if the requested format, such as hard copy or electronic copy, has not been submitted on time or where the 'wrong' assessment 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.