**Bachelor of ICT**

**BCIS301-AMIC700 Assessment Number 2**

***The final report is due at 5 pm on the 22nd of November 2019***

**Overview**

This assessment relates to developing a plan for IT deployment within a medium-size organisation. On this occasion, the organisation is the Department of Computing at Ara – now known as the Enterprise and Digital Innovation).

The assessment covers the competencies that have been discussed in the first section of the workshop (IT deployment planning). You demonstrate the capability to implement phases of planning (strategic analysis and strategic evaluation) with considerations given to additional factors such as strategic thrusts and generic technology deployment strategies. You are also required to demonstrate competency in building the planning hierarchy from the conceptual, organisational goals down to the plan of technology for the next three years. As per the first assignment, the ability to gather data and analyse the data in a structured and credible methodology is also important.

**Phases of the assessment**

1. You will be working in teams of two as per the previous assessment.
2. You complete your qualitative data based on the transcripts you were given and the transcripts you wrote based on the discussions Sarah and I had with you. You are also asked to interview two teams of students and consider their responses in your structured qualitative data analysis.
3. Complete the outcome of your analysis based on the *four-element* outcome, which we have been using as a framework or model to demonstrate we can implement the strategic analysis.
4. Build your evaluation framework, conduct evaluation, and form your selected technology projects (from the pool of solutions/technologies you had identified) for the next three years.
5. Demonstrate the plan (the outcome of number 6 above) in a hierarchical form (planning hierarchy).
6. Complete your report as per instructions provided - to be submitted on 22nd of October 2019.

Note:

1. Please use the marking guide that is provided and assess your assignment before submitting it. Your assessment should help you identify possible gaps to be addressed before you submit your work.
2. Make sure that you send via email your raw data (the analysis chart demonstrating themes identified). Include the transcripts for the interview you did with Mehdi, Sarah, and your two students’ teams.

**Expected outcomes**

You are expected to deliver two outcomes.

* The first outcome is your analysis data (a chart of qualitative contents analysis outlining the themes you have identified) to be delivered electronically via email. Please name the file as **‘BCIS301 Second Assignment Data – Number 2 - S2-2019 - name 1 – name 2.**’
* The second deliverable is your report – which includes the evaluation framework and the final hierarchy of the recommended plan (including the chosen solutions). Please note that your report represents an IT sector practitioner’s work. It is expected that a professional industry report would include:

***Introduction***

The introduction is expected to represent a simple project brief. I should include:

* What is the task?
* What is the purpose?
* What are you delivering, and what is the use of it?
* How is your report structured?
* Any other information you see as being important to include.

Please follow the above structure (in paragraphs). Do not use brief bullet-points.

***Methodology - how and where did you get your data, and what techniques you used for data analysis?***

* What are your sources of data
* How did you find them? Where from?
* Why did you select these particular sources?
* What was your approach to the analysis of data?
* Any other important issue related to the methodology you would like to present.
* Please follow the above structure (in paragraphs). Do not use brief bullet-points.

***The main body of the report. What is the story your data presents?***

Structure the main body of the report is expected to consider describing what you discovered throughout this exercise. Present the details and where necessary, refer to the data you collected.

The main body must show your work as per the agreed-upon framework to show the outcome of strategic analysis – i.e. it has four sections.

Next, you must design (and explain) your evaluation model and then assess the solutions that you have identified.

Finally, you wrap up the report and show your proposed plan (in a hierarchy as discussed earlier).

Write a summary (a paragraph or two at the end of the proposed plan to talk about any limitations or assumptions.

**Note**: As a general guide, the report without the Appendix (data) should be around 6000 words.

**How is your work marked?**

Competencies assessed were outlined in the ‘overview’ section – please check.

The marking model includes criteria and the method of rating your work on given criteria. The scoring is a simple technique that considers four categories:

* Excellent: marked either 9 or 10
* Good practice: Marked as either 7 or 8
* Acceptable but borderline: Marked as either 5 or 6
* Inadequate needs significant improvement: Marked from 0 to 4

There are seven elements that will be assessed.

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| **What is assessed** | **What is expected** | **How important is it?** | **Your score** |
| Introduction | As outlined above in the section explaining the expectations of the report. | 5 |  |
| Methodology | As outlined above in the section explaining the expectations of the report. | 5 |  |
| Data gathering and data analysis | This section addresses your data collections, final raw data, your analysis techniques, the relevance of your data, adequacy and volume of data, data reduction/grouping, themes related to technology deployment that were identified, themes and categories connect o the purpose of the project (IT deployment planning). | 25 |  |
| Outcome: The main body of the report. A detailed discussion of the analysis and the steps undertaken to develop the plan. | As outlined above in the section explaining the expectations of the report. Represents your data, is realistic, is practical and can be applicable – i.e. it is not theoretical.  It should be presented as per the agreed layout of the outcome of strategic analysis (four elements).  Include special considerations such as strategic thrusts and generic strategies. | 20 |  |
| The evaluation model and the evaluation exercise. | The evaluation model is real and is compiled from the outcome of the analysis.  The evaluation performed is complete and justified. | 10 |  |
| The planning hierarchy and the summary | Presented as per the agreed-upon four levels that are expected to be seen in the hierarchy. | 10 |  |
| Project management | Teams are marked on the progress presented at progress reporting meetings. | 20 |  |
| Standards of the report | Presents the work as one team is structured adequately, sections flow appropriately and connect well. | 5 |  |