UNSW Business School

Information Systems and Technology Management

INFS5710: Information Technology Infrastructure for

Business Analytics

FINAL EXAM GUIDE T2 2022

Vincent Pang

General Exam Information

- **Format: Online Moodle Exam**

- **Release date/time (via Moodle): Wednesday, 17 August 2022, 1.30pm** (Australian Eastern Time Zone)

- **Submission date/time (Via Turnitin): Wednesday, 17 August 2022, 5:30pm** (Australian Eastern Time Zone)

- Duration: submit <u>within</u> **4 HRS** (3 HRS Writing Time + 1 HR Reading/Submission Time).

Assignment Project Exam Help

- Submission day/time: **Wednesday, 17 August 2022, 5:30pm (Sydney Time). You can only submit once.**

https://powcoder.com

- **WORD Document submission only**. Answer template provided. PDF or other formats NOT accepted.

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- Late submissions -15% of available marks penalty (-15 marks) for every hour of lateness

- Some of you have 2 exams on the same day. This is NOT considered a clash. This is a university wide policy (not mine).

- University academic misconduct rules apply and will be handled and decided by faculty's integrity unit (LiCs are not part of this committee)

General Exam Information

- All topics from Weeks 1-10 are examinable

- It is assumed that you will be familiar with all aspects of the course.

- All questions draw on this familiarity and all questions involve multiple aspects of the course.

- All chapters studied and extra material covered in the course are assessable.

- Sources [Official Course Materials (in general)]:
    - Textbook
    - Lecture material
    - Lab material
    - Group Assignment
    - Tutorial and case exercises
    - Extra material provided in Moodle

- Please be careful about using information from your friends. In course and exam terms, the only people you should rely on in terms of policy and scope are myself as your LiC, this document and the actual exam paper. The rules are firm so it is important that you read this guide and your exam properly.

General Exam Information

- **45%** of your overall mark (paper is marked out of 100)

- This is not an assignment. Therefore, there is no marking criteria provided and there will be NO post exam qualitative feedback (i.e., Turnitin/ReView feedback) after the exam.

- Final grades will be released as per university schedule. We will not release final exam numerical marks on Moodle.

- Tutors have no access to Final Exam Questions.

- The LiC will be available to answer ONLY for typographical and grammatical error questions **for the first hour** on exam day via a Moodle Exam Forum under Final Exam section. Questions on how to address, answer, interpret or what perspective to take will not be entertained. Your ability to understand or think through what is required is part of the assessment.

- You cannot contact any of the teaching team (lectures and tutors) for the entire duration of the exam until the final grades are released. We will not be responding to any emails regarding your paper or marks.

- Special consideration to take supplementary exam has to be applied online as this is centrally managed by faculty. Please refer to UNSW Special consideration policy and fit to sit rule. Such cases are not decided by the LiC but by a faculty committee.

Final Exam Section in Moodle-Sample

Final Exam consists of following components:

1. **Pre-Exam Information Section**

- This section will be available in Week 10.

Final Exam - Term 2, 2022

Hidden from students

PRE-EXAM INFORMATION:

The **Final Exam Section** will appear here on **Monday xx August 2022,** available from **1.30 PM to 5.30 PM** (Sydney time).

Before the exam:

Before the start of the exam, please familiarise yourself with the following:

- Special consideration (in the event of a major technical issue)

Important Information about Multi-Factor Authentication (MFA)

access **UNSW single sign-on (SSO)** applications for their studies including online assessments and exams (Moodle, Inspera, Mobius, Teams, Zoom, etc.).

MFA instruction for exams: When accessing University applications such as Moodle, Teams, Zoom, myUNSW, etc., you may be required to verify your sign-in using the Microsoft Authenticator app. It is therefore important to always remember to have your smartphone with you for MFA verification beforehand. Before your exam, please ensure you have followed these instructions to setup MFA on your University account. Please allow extra time to sign in with MFA before your exam starts.

Day(s) before exam/assessment:

- Ensure you have set up Multi-Factor Authentication (MFA) using your zID on your smartphone and know what to do when prompted to verify your sign-in when logging into UNSW systems. See 'How to use MFA' guide.

Day of exam/assessment:

- Ensure you have your mobile smartphone fully charged and set up for MFA. Before your exam starts, make sure you can log into the required systems and if prompted for MFA via a push notification on your smartphone, tap Accept to continue. Please see How to use MFA guide.
- Once you have verified your sign-in using your smartphone, put your smartphone aside, face down before the exam begins. Please allow extra time to sign in with MFA before the exam starts.

MFA Guide for Students   642.4KB PDF document

Final Exam Section in Moodle-Sample

2. Final Exam Section

a. Declaration Form

- You are required to read the declaration form and manually mark the activity as 'done' before you can access the final exam.

FINAL EXAM SECTION:

You must **read the below declaration** and **mark as done** before you can access the exam section.

Student Declaration:

By submitting your assessment, you declare that:

• This assessment item is entirely my own original work, except where I have stated or acknowledged the use of source material (such as books, journal articles, other published material, the internet or the ideas of other identified individuals).

• This assessment item has not been previously submitted for assessment for academic credit in this or any other course or program at UNSW or elsewhere.

I acknowledge and accept that:

• The assessor may, for assessment purposes, provide a copy of this assessment to another member of the University.

• The assessor may submit this assessment item to a plagiarism/originality checking service (which may then retain a copy of the assessment item on its database for the purpose of future plagiarism checking).

• The use of third parties (say writing services, tutoring services) to complete all or part of this assessment will be treated as plagiarism in accordance with applicable policies and procedures.

• Plagiarism detected in submitted work is treated as a failure to act responsibly, ethically and with academic integrity in accordance with student responsibilities found in Student Code of Conduct. The University may take disciplinary action under the Student Misconduct Procedure.

• Reproducing, publishing, posting, distributing or translating lecture or tutorial material without permission is an infringement of copyright and will be referred to the Student Conduct Integrity Unit for action.

By submitting this assessment you are hereby confirming the above statements are true and correct.

Mark as done

UNSW
SYDNEY

Final Exam Section in Moodle-Sample

b. Final Exam Paper, Answer Sheet & Submission Link

▪ You will be able to access the exam paper, answer sheet and submission link after you read the declaration form and mark the activity as 'done'.

Access to the Exam Paper, Answer Sheet, and Submission Link:

INFS2605 Final Exam Paper   332.9KB PDF document

UNSW has a Fit to Sit/Submit rule, which means that if you sit an exam or submit an assessment, you are declaring yourself fit to do so and cannot later apply for Special Consideration. Downloading an exam is equivalent to sitting an exam. Therefore, if you download this exam, then you are considered as being Fit to Sit, and will not be eligible for special considerations.

INFS2605 Final Exam Answer Sheet   341.8KB Word 2007 document

You must use this answer sheet to answer your exam questions.

INFS2605 - Final Exam Submission Link (Test Link)

You MUST name your exam answer sheet as zID_INFS2605.doc.

Double check the file you are about to submit and make sure it is for INFS2605 T2 2022 Exam.

According to the University guidelines, students are responsible for uploading the correct version of the correct document. Once uploaded, there will be no opportunity to replace or re-upload your exam papers. The documents submitted will be the documents that are marked. There is no provision for students who upload incorrect or incomplete documents. Therefore, you must check the work before you submit.

Please also be reminded that to avoid technical difficulties, allow yourself at least 1 hour before the end-date-time to submit your INFS5885 Declaration form plus your Take-Home Exam Answer document.

Final Exam Section in Moodle-Sample

c. Final Exam Forum

The forum is for exam paper clarification only. The LiC or a member of teaching team will be attending the forum for the 1ˢᵗ hour of the exam.

INFS2605 – Final Exam Forum

This online forum is available on the exam date for Exam Paper Clarification Purpose. You can only ask the tutors if you believe that there are clarification issues related to grammatical or typographical matters. However, before you ask questions, please check whether your questions have been asked and answered.

In addition, please DO NOT ask anything to try to clarify how you should answer the questions, DO NOT post any attempt to answer the questions, and DO NOT ask for further explanation of the questions.

IMPORTANT: Email notifications about replies to your questions on this forum may be sent with some delay. Do not rely on those notifications. Instead, check regularly the forum.

Please note that the LiC will be attending this Forum for the FIRST hour of the exam only and to respond to questions related to grammatical or typographical matters.

New Answer Sheet Format

INFS Answer Sheet will no longer be customised. That means you need to enter the details onto the answer sheet (e.g. name, student ID, course code, course name, and exam date).

Exam Preparation : Recommended

- Organise your notes, homework, tutorial class work per topic

- Familiarise yourself with Moodle system requirements and the university rules on plagiarism and misconduct. It is your responsibility as students to understand what the policies are.

- **Ensure you have set up Multi-Factor Authentication (MFA) using your zID on your smartphone, and know what to do when prompted to verify your sign-in when logging into UNSW systems.**

- Create a study plan
  - ➢ Decide whether you prefer to study sequentially Week 1-10 or level of difficulty or whether to group topics high/medium importance

  - ➢ As you study each Chapter, reflect:
  - ✓ Am I able to explain the relationship of one topic with another?
  - ✓ Am I able to explain how it works and applies to real world examples?
  - ✓ Can I Identify solutions as I read through challenges associated with chapter cases?
  - ✓ Can I explain impacts when I read through case problems?
  - ✓ Can I distinguish key themes vs details and understand the 'big picture'?

Exam Day : Recommended (1)

- Run the necessary updates on your machine before starting the exam (or do this the day before if possible).

- Make sure your laptop is fully charged before the exam starts in case there is an unexpected power outage for a short period of time.

- If your machine is unreliable/ problematic, ensure you have a back up (borrow one if you have to)

- Find an appropriate (quiet) area in your house where you can concentrate. (If you need to tell family members that you need the space for a stretch of time, you might want to organise this in advance)

- Tell your family member/friends that you are working on your exam from xx to xx time and that you are not to be interrupted.

- Switch off all social media to avoid distractions (I know this is particularly difficult but proper focus is necessary to answer this exam well)

Exam Day : Recommended (2)

1. For any diagrams, you can use draw.io, drawing tools in Excel and Word, or any other drawing tool. When you paste into the exam answer sheet, make sure you can read clearly.

2. You can **hand draw** a diagram and then scan using your mobile phone as a picture. When you paste the picture into the exam answer sheet, make sure you can clearly read the text on the picture.

▪ I suggest you perform a few practices on whichever option you choose before the examination day.

Exam Day : Recommended (3)

- You do not need to use any SQL tools such as Oracle or SAS Enterprise Guide during the exam. The SQL questions rely on you to write the SQL Code manually without actually running the code in an SQL tool. You can type the SQL code directly to the exam answer sheet.

Exam Day : Mandatory

- **You must name your exam answer sheet in the following format before submitting:**

  - **zID_INFS5710.doc** **or** **zID_INFS5710.docx**, **for example,** **z1234567_INFS5710.docx**

  - Give yourself plenty of time to submit your file, say 15 to 30 minutes before the submission time.

  - You must <u>TRIPLE CHECK</u> before your final submission. If you submit a wrong file, you will be received a final mark of zero.

    - Uploading one file that needs your ultimate attention is expected. You have uploaded your homework and group project on Moodle so you should know the process. Keep the submission receipt.

Final Exam Question Tips

- The entire final exam is answerable using ONLY your course notes, tutorial material, textbook etc. If you are prepared, there is no need to research in the internet.

- Your ability to analyse and explain your point, apply theory to the details of the case are what matters the most. Copy pasted answers from course materials have very little to no value.

- For this final exam, there are NO definition questions …otherwise students might have the exact same answers and the risk for plagiarism is high.

- Instead, you will be asked to explain and recommend solutions by applying your understanding of concepts. Plan your answers – we have made several class exercises to get you to apply concepts to actual companies or cases so use these skills you have learned this term.

- The questions are phrased similar to your homework, tutorial questions, and group assignment. They are of course not the exact questions but the style is similar and with more complexity as it is a final exam – for practice, you might want to revisit.
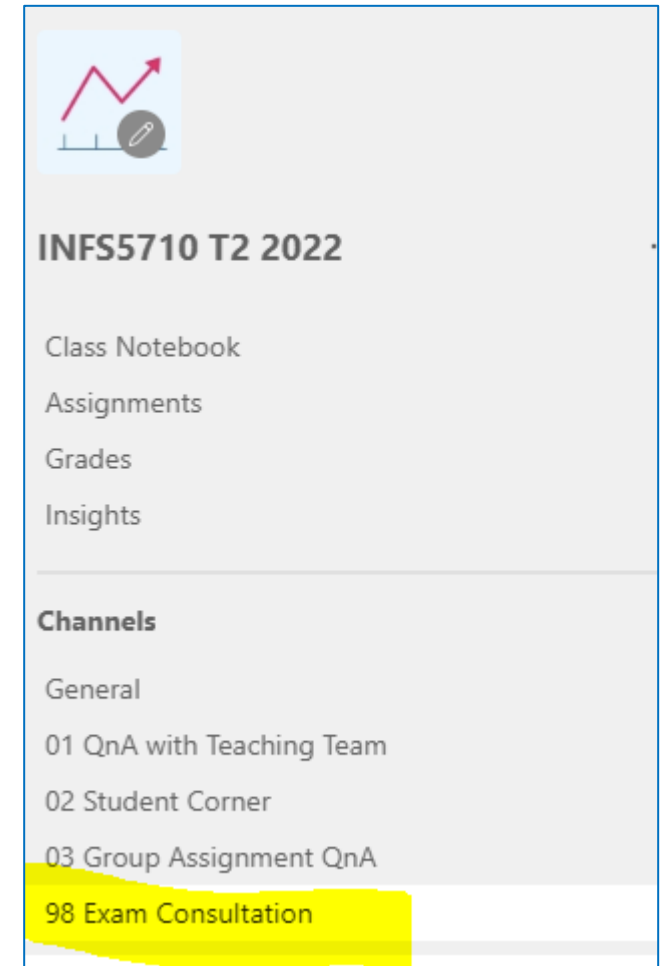
Referencing & Integrity

- You DO NOT need to cite the use of <u>textbook, lecture slides, course notes</u> (you do not need to say things like "The lecturer said…", for the purpose final exam we consider this as official course materials/internal sources.

- <u>ALL OTHER SOURCES OUTSIDE OFFICIAL COURSE MATERIALS</u> including website links you find on course slides is subject to potential plagiarism rules if not properly acknowledged. If you access an external link, you must acknowledge. Ensure you read the university rules on plagiarism and if in doubt regarding Harvard referencing (<u>Harvard Referencing - The 'In-text' System | UNSW Current Students</u>).

- University academic misconduct, fraud and plagiarism rules apply – take the time to know what the rules are. Our advice is –don't risk it!

- This final exam guide is NOT exhaustive. It is the student's responsibility to check the university rules and UNDERSTAND them. If you are unsure, contact the university's learning advisor for support as it is not your tutors or LiC's role to teach you referencing. (support links provided on the last slide).

- Ensure your answers are your OWN WORK. <u>Copy pasting materials verbatim even if you have in-text referencing</u> does NOT meet the criteria of producing your own work.

Assignment Project Exam Help

https://powcoder.com

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Final Exam Consultation Hours

- Due to volume, we are unable to answer questions regarding the final exam via email.

- Exam Consultation channel was created to accommodate QnA exam questions. Please post your questions to the channel.

- Sample question(s) is provided but no solution will be provided, and I will not go through the question(s).

- Final Exam Consultation Session:

    Monday 15 August 2022, 12pm to 1pm

INFS5710 T2 2022

Class Notebook
Assignments
Grades
Insights

Channels

General
01 QnA with Teaching Team
02 Student Corner
03 Group Assignment QnA
98 Exam Consultation

University Study Support

1. Open Book and Take Home Exams https://student.unsw.edu.au/open-book-and-take-home-exams (<-----take this advice seriously; do not assume that because it is an home and open book exam, that it requires less preparation.)

2. The Learning Consultation team are offering **online individual consultations** via ZOOM, Teams, Skype, or phone to help Business School students with their literacy and numeracy questions, study skills, academic writing, exam preparation, assessment tasks, case writing, reports/essays, and referencing……..

3. Get in touch with a learning advisor now - book a consultation through the online booking system.