KALCH Distribution Company (KDC) IT Strategic Plan, Part 1

Before you begin this assignment, be sure you have read the "KALCH Distribution Company Case Study" and all the course content from Weeks 1 and 2.

Purpose of this Assignment

This assignment gives you the opportunity to apply the course concepts to begin development of an Information Technology Strategic Plan (ITSP) to support the strategic direction of KALCH Distribution Company (KDC). This assignment specifically addresses the following course outcomes to enable you to:

- identify, define, and explain the concepts of information technology governance and management

IT Strategic Plan for KALCH Distribution Company

Leona, the new CIO at KDC, has asked you to write an IT Strategic Plan that she can use to guide the direction for her organization. The ITSP will be developed in two parts. This assignment covers Part 1; Part 2 will be covered in the next class assignment. Together, they will form an ITSP that has been tailored to the course material covered in this class. You may work for an organization that has an ITSP, and it would be a good idea for you to look at it, but it will likely be structured a little differently from this one. Each organization develops an ITSP that will work for them.

Assignment

You will develop Part 1 of the ITSP for KALCH Distribution Company, using the outline below. Each of the topics to be included in your outline is covered in the course content readings assigned thus far. In addition to the course materials, at least one external resource (resource other than those provided in the class) must be used. **Two or more cited references will earn top credit. Use a separate References page to list just the references you have cited.** Remember to use the APA formatting rules and correctly cite and reference your sources with APA format. Use the Grading Rubric to be sure you have covered everything. Submit your paper as a Microsoft Word document, or a document that can be read using Word, **with your last name included in the filename.**

Please use this outline to build your IT Strategic Plan. Use the numbering and headings shown below.

> **Part One**
> 1. Business Statement – Summarize in one paragraph the business of KDC. Include the location of the company/terminals, fleet information, and current/future financial climate/goals. Refer to Case Study.
>
> 2. Business Strategic Objectives - In the Case Study, the management team has identified three new strategic objectives. List the three objectives. Next add a new strategic objective of your own - one that you consider important to the current and future health of KDC's business. It should be a statement of how the management team would improve the business of KDC. It can be one of the three federal/state regulations that the company wants to remain in compliance with, or a new one that you choose.
>
> 3. IT Vision and Mission Statement – Write two short paragraphs with separate vision and mission statements for the Information Technology Department at KDC. Use what you learn from the case study to create your own idea for the vision statement; and use the case study situation at KDC to write the mission statement for the IT department. Refer to the course materials on

mission and vision, particularly the reading on "Creating a Future Vision for the Chief Information Officer". If you need help on a mission statement, do a little research on the web; you will find many examples of IT mission statements.

4. Governance – Using the course content materials and the case study, describe in two or three paragraphs how the IT governance process should work for KDC. Leona wants to engage the other senior leaders, so include: who the participants are, what their roles are (why they are members of the governance body), what governance methodology should be established, what responsibilities the governance body would have, and how they would prioritize IT projects. Refer to the course materials on governance and you may supplement those documents with external research.

5. Inventory of Current IT Systems – Using the information in the Case Study, you will use the table provided to describe the current systems in use and the IT resources allocated to their support. Copy and complete the table below, creating additional rows as needed to cover all current systems at KDC, then write a brief introductory paragraph to the table. The paragraph should come first in your ITSP, to explain what the table is providing.

Current System	Function/ Description	Strategic Goal aligned to	Business unit/ department	Business Benefits	IT Resources (people, equipment)

The "right" and "wrong" answers have to do with whether or not you correctly incorporated the course concepts from the course content materials and addressed all parts of the assignment. The content of the mission and vision statements you create is not as important as that it makes sense considering the course content and the Case Study. Use the Rubric below to be sure you have covered all aspects of the assignment.

GRADING RUBRIC:

Criterion	90-100% Far Above Standards	80-89% Above Standards	70-79% Meets Standards	60-69% Below Standards	< 60% Well Below Standards	Possible Points
Business Statement	5 Points The summary description of the business in the Case Study is complete, clear and concise and sets the stage for the remainder of the ITSP; demonstrates understanding of course concepts,	4 Points The summary description of the business in the Case Study is clear and concise and sets the stage for the remainder of the ITSP.	3.5 Points A summary description of the business in the Case Study is provided.	3 Points The summary description of the business in the Case Study is unclear, not concise, and/or does not set the stage for the remainder of the ITSP.	0-2 Points Little or no summary description of the business in the Case Study is included.	5

Criterion	90-100% Far Above Standards	80-89% Above Standards	70-79% Meets Standards	60-69% Below Standards	< 60% Well Below Standards	Possible Points
	analysis and critical thinking.					
Business Strategic Objectives	**9-10 Points** Three business strategic objectives are listed and fully stated. One new objective, highly relevant to the Case Study, is listed, also fully stated, and clearly relates to how the management team will improve the business; work demonstrates understanding of course concepts, analysis and critical thinking.	**8 Points** Three business strategic objectives are listed and are fully stated. One new objective, relevant to the Case Study, is listed; it clearly relates to how the management team will improve the business.	**7 Points** Three business strategic objectives from the Case Study are listed. One new objective, relevant to the Case Study, is listed; it relates to how the management team will improve the business.	**6 Points** Fewer than 3 business strategic objectives are listed or they are not drawn from the Case Study; the new strategic objective is not relevant to the Case Study; and/or new strategic objective does not relate to how the management team will improve the business.	**0-5 Points** Few or no business strategic objectives are listed; a new objective is not added; and/or objectives are not related to the Case Study.	10
IT Vision and Mission Statement	**18-20 Points** IT Vision and Mission Statements are clearly written and highly relevant to the Case Study; and demonstrate strong understanding of course concepts, analysis and critical thinking.	**16-17 Points** IT Vision and Mission Statements are clearly written and relevant to the Case Study; demonstrate understanding of course concepts, analysis and critical thinking.	**14-15 Points** IT Vision and Mission Statements are both included and are relevant to the Case Study.	**12-13 Points** IT Vision and Mission Statement do not cover both vision and mission, are not relevant to the Case Study, or are lacking in demonstration of understanding of course concepts, analysis and/or critical thinking.	**0-11 Points** One or both of the IT Vision and Mission Statements are not included, and/or do not relate to the Case Study; and/or are poorly written and do not convey the information.	20
Governance	**23-25 Points** The Governance Section presents a well–	**20-22 Points** The Governance Section	**18-19 Points** The Governance Section addresses how	**15-17 Points** Governance section does not include all	**0-14 Points** Little or none of the required information is	25

Criterion	90-100% Far Above Standards	80-89% Above Standards	70-79% Meets Standards	60-69% Below Standards	< 60% Well Below Standards	Possible Points
	supported and convincing explanation of a governance process for the business in the Case Study that engages other senior leaders in the organization. This section includes a thorough discussion of: participants, roles of participants, what governance methodology should be established, responsibilities of the governance body, and the prioritization process for IT projects; is highly applicable to and appropriate for the Case Study; and demonstrates understanding of course concepts, analysis and critical thinking.	presents a good explanation of a governance process for the business in the Case Study that engages other senior leaders in the organization. This section includes a clear discussion of: participants, roles of participants, what governance methodology should be established, responsibilities of the governance body, and the prioritization process for IT projects; and is clearly applicable to and appropriate for the Case Study.	the CIO will engage the other senior leaders, and includes: who the participants are, what their roles are (why they are members of the governance body), what governance methodology should be established, what responsibilities the governance body would have, and how they would prioritize IT projects.	required content (participants, roles, methodology, responsibilities, and prioritization process for IT projects); is not applicable to or appropriate for the Case Study.	presented in the Governance section; and/or it is not relevant to the Case Study.	
Inventory of Current IT Projects	**18-20 Points** This section includes an effective and well-written	**16-17 Points** This section includes an appropriate introductory	**14-15 Points** This section includes an introductory paragraph that	**12-13 Points** This section is somewhat incomplete (lacking in	**0-11 Points** Little or no information is provided on the Inventory of	20

Criterion	90-100% Far Above Standards	80-89% Above Standards	70-79% Meets Standards	60-69% Below Standards	< 60% Well Below Standards	Possible Points
	introductory paragraph that is applicable to the Case Study and the table that follows. The completed table contains all required information accurately extracted from the Case Study; demonstrates thorough understanding of course concepts, analysis and critical thinking.	paragraph that is applicable to the Case Study and the table that follows. The completed table contains all required information accurately extracted from the Case Study; demonstrates understanding of course concepts, analysis and critical thinking.	applies to the Case Study. The completed table contains all required information extracted from the Case Study.	introduction or required table, or table content is incomplete); is not applicable to the Case Study; or is lacking in demonstration of understanding of course concepts, analysis and/or critical thinking.	Current IT Projects; table is missing; and/or information presented does not apply to the Case Study.	
External Research	**9-10 Points** Two or more sources other than the class materials are incorporated, are substantive and are used effectively. Sources used are relevant and timely, contribute to the analysis and support conclusions. References are appropriately incorporated and cited using APA style.	**8 Points** At least one source other than the class materials is incorporated and used effectively. Source(s) are relevant and contribute to the analysis. References are appropriately incorporated and cited using APA style.	**7 Points** At least one source other than the class materials is used and properly incorporated into the text. Reference is cited using APA style.	**6 Points** A source other than the class materials may be used, but is not properly incorporated, and/or is not relevant or timely; and/or APA style for references and citations is not followed.	**0-5 Points** No external research is incorporated or reference listed is not cited within text.	10
Report Format	**9-10 Points** Report is very well organized and is easy to read. Very few	**8 Points** Report reflects effective organization; has few errors	**7 Points** Report has some organization; may have some errors in	**6 Points** Report is not well organized, and/or contains several grammar	**0-5 Points** Report is extremely poorly written, has many	10

Criterion	90-100% Far Above Standards	80-89% Above Standards	70-79% Meets Standards	60-69% Below Standards	< 60% Well Below Standards	Possible Points
	or no errors in sentence structure, grammar, and spelling; presented in a professional format.	in sentence structure, grammar, and spelling; presented in a professional format.	sentence structure, grammar and spelling.	and/or spelling errors.	grammar and/or spelling errors, or does not convey the information.	
					TOTAL Possible Points	**100**