Information Technology Management
Master | Graduate Diploma | Graduate Certificate

School of Information Technologies
Faculty of Engineering and IT
Enrolment Guide 2011

Master of IT Management
Graduate Diploma in IT Management
Graduate Certificate in IT Management

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>Welcome

Welcome to the School of Information Technologies.

Information Technology (IT) is a fast moving field that still feels as exciting and vibrant as 20 years ago. The first personal computer was introduced just 35 years ago – and thanks to Moore’s law, its computational power is nowadays easily outperformed by any modern mobile phone. Only twenty years ago, the World Wide Web was invented, which now connects an estimated 2 billion users worldwide. And just seven years ago, a website called Facebook launched, which is now the world’s most popular social networking site with an estimated 600 million active users.

There is virtually no part of our life that is not affected by IT – and there will always be a demand for highly skilled, well qualified IT professionals. For more than a decade, the IT industry outperformed most of the traditional industry sectors – and will continue to do so. Smart usage of IT is often the key to improve business processes and to create new opportunities. Can there be a better time to improve your technical qualifications?

Our Master of Information Technology Management (MITM) course provides high quality teaching in a broad range of IT subjects. Students taking this course have an excellent opportunity to extend their in-depth knowledge in specialist areas – such as Internet technologies or enterprise-scale data management – and gain access to leading edge research and latest developments in IT. Our goal is to equip students with an IT qualification that is not only relevant today, but will remain relevant throughout your working career. To this end, the course structure and course content is under constant review and improvement. The course presented to you in 2011 is the result of many years refinement based on feedback from industry, former students, and professional associations. We hope you will enjoy and value your studies, and we look forward to receiving your feedback too.

This booklet has been designed to provide our Master of Information Technology Management students with important information about their course and on studying at the University of Sydney. It also outlines the general policies and procedures that you will need to be familiar with in order to progress with your studies.

I am sure that you will enjoy your time with us and I wish you every success with your studies.

Dr Uwe Roehm
Director – Postgraduate Coursework
School of Information Technologies

N. B. The information contained in this handbook does not have the force of regulations – these may be found, as appropriate, in the By-laws and Resolutions relating to the Faculties. If there is any conflict between the information in this document and that set out in the above documents, the latter will apply. Reference should be made to the University Calendar and the Faculty Handbooks.
SEMESTER DATES

Students are required to be available between the start of lectures and the end of semester, except during official recess periods (in particular, they must be available at all times during "study vacations" and examination periods).

SEMESTER 1 2011
Lectures begin Monday 28 February
Mid-semester recess Friday 22 April to Friday 29 April
Study vacation week Monday 6 June to Friday 10 June
Examination period Tuesday 14 June to Saturday 25 June

Last dates for withdrawal or discontinuation
Last day to add a unit Friday 11 March
Last day for withdrawal Thursday 31 March
Last day to discontinue without failure (DNF) Friday 15 April
Last day to discontinue (Discontinued – Fail) Friday 3 June

SEMESTER 2 2011
Lectures begin Monday 25 July
Mid-semester recess Monday 26 September to Friday 30 September
Study vacation week Monday 31 October to Friday 4 November
Examination period Monday 7 November to Saturday 19 November

Last dates for withdrawal or discontinuation
Last day to add a unit Friday 5 August
Last day for withdrawal Monday 31 August
Last day to discontinue without failure (DNF) Friday 9 September
Last day to discontinue (Discontinued - Fail) Friday 28 October

PUBLIC HOLIDAYS

Australia Day Monday 26 January
Good Friday Friday 22 April
Easter Monday Tuesday 26 April
Anzac Day Monday 25 April
Queen's Birthday Monday 13 June
Labour Day Monday 3 October
CONTACT INFORMATION

GRADUATE SCHOOL OF ENGINEERING & IT
Room 111 Link Building J13
University of Sydney
NSW 2006

Telephone: (02) 9351 8719
Facsimile: (02) 9351 7082
Email: engineering.postgraduate@sydney.edu.au
Website: http://sydney.edu.au/engineering/gse/index.shtml

OFFICE HOURS:
Monday – Friday 10:00am – 1:00pm
2:30pm – 4:00pm

SCHOOL OF INFORMATION TECHNOLOGIES
School of Information Technologies Bldg J12
Corner of City Road and Cleveland Street
University of Sydney, NSW 2006

Telephone: (02) 9351 3423
Facsimile: (02) 9351 3838
Email: mit@it.usyd.edu.au
Website: http://sydney.edu.au/engineering/it/

OFFICE HOURS:
Monday – Friday 9:30am – 1:00pm
2:00pm – 5:00pm

Faculty Handbook


The Faculty of Engineering Handbook is an essential resource for all students. It provides further information and clear guidelines and advice to assist in successful progression through your postgraduate studies, including detailed information on award course requirements.

University Services

Please find below a list of services the University of Sydney offers. For further information please view the listed web addresses:

International Office
http://sydney.edu.au/internationaloffice/

Student Centre
http://sydney.edu.au/current_students/student_administration/

Accommodation Services

Careers Centre
http://sydney.edu.au/careers/

Counselling Service
http://sydney.edu.au/stuserv/counselling/

Financial Assistance

Sydney University Home Page
http://sydney.edu.au/

Sydney University Postgraduate Representative Association (SUPRA)
http://www.supra.usyd.edu.au/

University of Sydney Library

The Learning Centre

The Mathematics Learning Centre

Disability Services

Child Care Information Office
STAFF
More details on our staff members go to http://sydney.edu.au/engineering/it/about/people/academics.shtml

Professor & Head of School
Professor Sanjay Chawla 223 hos@it.usyd.edu.au

Postgraduate Coursework Director
Dr Uwe Roehm 446 uwe.roehm@sydney.edu.au Director, Postgraduate Coursework

Professors
Professor Joseph Davis 439 joseph.davis@sydney.edu.au Director of Information Systems
Professor Peter Eades 354 peter.eades@sydney.edu.au Coordinator, Industry Liaison
Professor Alan Fekete 447 alan.fekete@sydney.edu.au Chair of Software Technology
Professor David Feng 339 dagan.feng@sydney.edu.au Chair, Staff Development Committee
Professor Judy Kay 318 judy.kay@sydney.edu.au Coordinator, Internships, Industry Placements and Scholarships
Professor Jon Patrick 454 jon.patrick@sydney.edu.au Chair of Language Technology
Professor Albert Zomaya 407 albert.zomaya@sydney.edu.au Member, Management Committee

Associate Professors
Associate Professor Michael Charleston 412 michael.charleston@sydney.edu.au Chair, Teaching & Learning Committee
Associate Professor SeokHee Hong 352 seokhee.hong@sydney.edu.au Member, Research Committee
Associate Professor Bob Kummerfeld 324 bob.kummerfeld@sydney.edu.au Coordinator, Software Eng’s Liaison
Associate Professor Björn Landfeldt 418 bjorn.landfeldt@sydney.edu.au Coordinator, Prize Giving & Graduation Dinner
Associate Professor Masahiro Takatsuka 350 masa.takatsuka@sydney.edu.au Coordinator, Alumni Relations & Alumni Events
Associate Professor Bing Bing Zhou 415 bing.zhou@sydney.edu.au Member, Staff Development Committee

Senior Lecturers
Dr Tom Cai 344 tom.cai@sydney.edu.au Member, Management Committee
Dr Uwe Roehm 440 uwe.roehm@sydney.edu.au Director, Postgraduate Coursework
Dr Irena Koprinska 450 irena.koprinska@sydney.edu.au Chair, Teaching & Learning Committee
Dr Bernhard Scholz 411 bernhard.scholz@sydney.edu.au Member, Management Committee
Dr Kalina Yacef 317 kalina.yacef@sydney.edu.au Member, Staff Development Committee
Dr Josiah Poon 451 josiah.poon@sydney.edu.au Member, Teaching & Learning Committee
Dr Tasos Viglas 414 tasos.viglas@sydney.edu.au Chair, Research Committee

Lecturers
Dr Vera Chung 345 vera.chung@sydney.edu.au Member, Undergraduate Team
Dr Simon Poon 441 simon.poon@sydney.edu.au Postgraduate Coursework Team
Dr Zhiyong Wang 349 zhiyong.wang@sydney.edu.au Coordinator, Research Conversazione
Dr Ying Zhou 437 ying.zhou@sydney.edu.au Coordinator, Science in the City
Dr Xiuying Wang 436 xiuying.wang@sydney.edu.au Member, Undergraduate Team
Dr Lavy Libman 411 lavy.libman@sydney.edu.au Member, Teaching & Learning Committee

Administrative Staff
Shari Lee 224 shari.lee@sydney.edu.au School Manager
Katie Yang 225 katie.yang@sydney.edu.au Admin. Officer – Undergraduate & Honours
Cecile Farazi 226 cecile.farazi@sydney.edu.au Admin. Officer – Postgraduate Coursework

Software Contact
Duty Programmer 130 dp@it.usyd.edu.au
Mr Greg Ryan (Supervisor) 111 greg.ryan@sydney.edu.au

Technical Staff
Mr Arthur Scott (Supervisor) 102 arthur.scott@sydney.edu.au
Mr Allan Creighton 103 allan.creighton@sydney.edu.au
Unit of Study Lecturers – Semester 2 2011

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Course Title</th>
<th>Lecturers</th>
</tr>
</thead>
<tbody>
<tr>
<td>INFO5990</td>
<td>Professional Practice in IT</td>
<td>Jon Patrick &amp; Decler Hague</td>
</tr>
<tr>
<td>INFO5991</td>
<td>Services Science Management and Engineering</td>
<td>Ying Zhou &amp; Andrea Stern</td>
</tr>
<tr>
<td>INFO5992</td>
<td>Understanding IT Innovations</td>
<td>Bill Simpson-Young</td>
</tr>
<tr>
<td>INFO5993</td>
<td>IT Research Methods</td>
<td>Vera Chung</td>
</tr>
<tr>
<td>COMP5114</td>
<td>Digital Media Fundamentals</td>
<td>Zhiyong Wang</td>
</tr>
<tr>
<td>COMP5116</td>
<td>Internet Protocols</td>
<td>Bjorn Landfeldt</td>
</tr>
<tr>
<td>COMP5138</td>
<td>Database Management Systems</td>
<td>Jon Patrick &amp; Hyungsoo Jung</td>
</tr>
<tr>
<td>COMP5206</td>
<td>Introduction to Information Systems</td>
<td>Jinman Kim</td>
</tr>
<tr>
<td>COMP5213</td>
<td>Computer and Network Organisation</td>
<td>Penghao Wang</td>
</tr>
<tr>
<td>INFO6007</td>
<td>Project Management in IT</td>
<td>Helen Richardson</td>
</tr>
</tbody>
</table>

OVERVIEW OF INFORMATION TECHNOLOGY EDUCATION AT THE UNIVERSITY OF SYDNEY

The School of Information Technologies within the Faculty of Engineering and IT is internationally known for excellence in both cutting-edge research and innovative teaching. As a postgraduate coursework student, you will have access to the largest library in the southern hemisphere, state of the art resources and exceptional teaching facilities. We hope that you will find your time with us beneficial and challenging.

The study of IT at the School is based on foundations that build skills in life-long learning, problem-solving, cooperative work in groups and (for Software Development) proficiency in object-oriented software development.

The MIT course is designed to provide students not only with a wide range of choice in units of study but also students can now select from eleven avenues from which to major in.

A special strength of the University’s IT education is the diverse set of links which we have with industry partners, who help us keep the curriculum ahead of the technology curve:

ACS Accreditation: The MIT is accredited by the Australian Computer Society (ACS) at Professional Level. A person who completes a Professional Level qualification is eligible to become an Associate Member of the ACS immediately, and a full Professional Member after relevant information technology experience of 4 years.
STUDENT ADMINISTRATIVE PROCESSES AND PROCEDURES

The following is a selection of processes and procedures that students need to be familiar with in order to progress smoothly with their course of study.

Confirmation of Enrolment
Within 10 days of enrolment, a Confirmation of Enrolment form is posted to each student by the University’s Student Centre. A Confirmation of Enrolment is also sent automatically to students each time they make a variation of their enrolment. Please ensure that your address on the student system is always up to date. If you change addresses, please make sure you also officially change your address with the University. You can do this through the MyUni website (http://sydney.edu.au/current_students/) or go to the University’s Student Centre and fill out a change of address form; otherwise, the University will send your information to the incorrect address.

If you have enrolled or varied your enrolment and do not receive a Confirmation of Enrolment, you should check your enrolment record on the MyUni website to confirm that your variation or enrolment has been processed. If it has not, please contact the Student Centre to confirm that they have the correct address details recorded for you and to request a replacement Confirmation of Enrolment.

Payment of Fees
Course fees for each unit of study to be taken must be paid prior to each semester.

Local students: refer to the Student Centre for further information:
http://sydney.edu.au/current_students/student_administration/

International students: refer to the International office for further information:
http://sydney.edu.au/internationaloffice/

FEE-HELP (Higher Education Loan Program – Local Students)
FEE-HELP is a Commonwealth Government scheme that provides full or partial loans for tuition fees for local students enrolling in fee-paying postgraduate award courses. Comprehensive information on the scheme is available from the Going to Uni website:

www.goingtouni.gov.au/Main/FeesLoansAndScholarships/Postgraduate/Default.htm

For a description of the requirements and conditions for eligibility for FEE-HELP, please go to the following web-page:

www.goingtouni.gov.au/Main/FeesLoansAndScholarships/Undergraduate/FullFeesAndFEE-HELP/EligibilityRequirements.htm

Alternatively please call the FEE-HELP enquiry line on 1800 020 108 or the HECS / Fees Section of the Student Centre on 8627 8239.

Student Union Subscriptions
Membership of the University Student Union is voluntary. For those students who choose to become members of the Union, the subscription fee covers the cost of membership to the University of Sydney Union and two other organisations: the SRC (if undergraduate) or SUPRA (if postgraduate); and Sydney University Sport (SU Sport). The University collects these fees and distributes them to the four student organisations. Each organisation has a different fee refund/exemption policy.

For details of the fees that are applicable for 2011, and information on the benefits available to Union members, refer to the University of Sydney Union website: http://www.usydunion.com/.
Communication Channels
From time to time, the School needs to inform students about important matters, e.g. changes to tutorial locations or deadlines for submitting assignments. This information will be posted on the school and unit of study websites. These sites should be checked regularly (at least once every week). **Your university email account should be checked regularly** (at least twice weekly) and also the email accounts given to you by the School of IT.

Any student who has suggestions, complaints or comments about any aspect of the unit should tell the lecturer (or they may ask the student representative to talk to the lecturer). In a case where the lecturer is unable to resolve matters, the Director of Postgraduate Study is the next authority. Students are also welcome to attend one of the School’s liaison meetings (one takes place each semester) and raise the issue there.

Registration for MyUni
MyUni is a web based system that contains much that you will need to use as a student at the University of Sydney. The first time you login to MyUni you will be given the opportunity to change some of your details to suit your needs.

- **When can I Register?**
  To register onto MyUni you need your UniKey and password. For most students, your UniKey is set up before your enrolment papers are printed, and the details are included on your enrolment page. If you have no UniKey, please see the lab support staff members for assistance.

- **Steps to Register to MyUni**
  If this is your first login to MyUni you will be taken to the “User Authentication” page.
  Enter your UniKey and password, then click “Continue”. Click “Continue” again if you see a Security Information window.
  Click “I Agree” after reading the conditions of use of MyUni.
  You now see the “New User Registration” page. You may select your preferred Title, Faculty and choose to keep your email address private. REMEMBER: If you register with the incorrect Faculty, and want to change it, you must see the lab support staff member to have it changed.
  Check that the student number listed is your own. If it is incorrect, please see the lab support staff member.
  Clicking “Continue” will take you to your MyUni Screen.

Variation of Enrolment - Changing Units of Study
Students are able to vary their enrolment in Semester 2 up until the following dates:

<table>
<thead>
<tr>
<th>Last day to add a unit</th>
<th>Friday 5 August</th>
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</thead>
<tbody>
<tr>
<td>Last day for withdrawal</td>
<td>Wednesday 31 August – <strong>Census Date</strong></td>
</tr>
</tbody>
</table>

Once the above dates have passed, students will **not** be allowed to add/withdraw from units of study so care should be taken to ensure all changes are made ahead of these dates. Variations can be made online through MyUni.

**Project Units of Study** – approval must be sought from Dr Uwe Roehm – Director, Postgraduate Coursework before a student can enrol/withdraw from project units of study. The above dates still apply. Complete the form and submit to the Postgraduate Coursework Administrator, Cecille Faraizi for processing.

Students are reminded that if they were working with a group of students it is essential to inform them and the group’s tutor or supervisor that you are leaving the unit of study.

**Deferral of Course**
If you have not commenced your award course and wish to defer commencement of the course you must send the Faculty office a letter requesting a deferral of offer and nominate a new commencement date. You will receive an acknowledgment letter from the Faculty confirming the duration of deferral approved and specifying a date to contact the Faculty Office in order to arrange a time to enrol.
Changing a Course of Study
There are three levels of postgraduate coursework award courses in the Information Technology and Information Technology Management articulated programs: Graduate Certificate, Graduate Diploma and Masters by coursework.

Master → Diploma → Certificate

If you are looking to change from the Master to the Diploma course, or the Diploma to the Certificate course, you will need to do the following:

Download the form from the Graduate School of Engineering and IT (GSE&IT) website: http://www.eng.usyd.edu.au/gse/documents/transfer_degree_application.pdf

Complete the form and submit it to the Postgraduate Coursework Administrator, Cecille Faraizi, who will forward it to the Postgraduate Director, Dr Uwe Roehm, for approval. Dr Roehm may wish to discuss the changes you are proposing to make to your course of study. If approved, the Transfer Candidature form will be forwarded to the GSE&IT for processing.

Certificate → Diploma → Master

If you are looking to change from the Certificate to the Diploma course, or the Diploma to the Master course, you will need to do the following:

Complete a new application for the course you now want to undertake. Please check that you satisfy the admission requirements for the course you are looking to change to before submitting your new application. Submit your application, attaching an up-to-date copy of your transcript, to the GSE&IT. Your application will be assessed and you will be notified by post of the Faculty’s decision.

Suspension, Absence, Time Away and Complete Away from a Course
Students who have commenced their course and now wish to take a suspension or leave of absence from their course of study must first submit a completed ‘Request for Changes in Enrolment’ form to the School. This form can be obtained from the GSE&IT website: http://sydney.edu.au/engineering/gse/documents/suspend_discontinue_form.pdf (click “Suspend or Withdraw from Candidature”).

Your completed form should be submitted to the Postgraduate Director, Dr Uwe Roehm, in the School of Information Technologies, via the Postgraduate Coursework Administrator, Cecille Faraizi. Dr Roehm will assess the form before forwarding to the Faculty for processing.

You will receive an acknowledgement letter confirming the Faculty’s decision on your application. If your request is approved, the letter will confirm the duration of suspension approved and will specify the date by which you must notify the Faculty Office to re-enrol.

In order to recommence your course, further suspend your course or ultimately discontinue your course after your initial application has been approved, please see following section.

Further Suspension or Discontinuation of a Course
To suspend for a further period, or discontinue from your course entirely, fill in the ‘Request for Changes in Enrolment’ available on the GSE&IT website: http://sydney.edu.au/engineering/gse/current/forms.shtml. Submit your application promptly to the Postgraduate Coursework Administrator, Cecille Faraizi, who will then pass it to the Postgraduate Director, Dr Uwe Roehm, in the School of Information Technologies.

Dr Roehm will assess the form before forwarding to the Faculty for processing. The Faculty will then notify you, via post, of the status of your application.

Recommencing a Course
After a period of suspension, please notify the Graduate School of Engineering and IT of your intention to recommence your studies. An email to engineering.postgraduate@sydney.edu.au is adequate. The earlier this is done the better.
If you suspended your studies without having notified the Faculty correctly, you may have been deemed to Discontinue. In this case, you may need to reapply for the course. The GSE&IT will assist you in this process.

**Discontinuation of Course**


Submit your completed form to the Postgraduate Director, Dr Uwe Roehm, in the School of Information Technologies. Dr Roehm will assess the form before forwarding to the Faculty for processing. The Faculty will then notify you, via post, of the status of your application.

**Refunds for Withdrawals and Discontinuations (Local Students)**

If you withdraw from your award course before the census date (for Semester 2 2011 this date is Wednesday 31 August 2011), you will be refunded 100% of your tuition fees for the relevant semester. If you withdraw from a course after the census date, you will not be eligible for any refund.

For information on potential exemptions to the above rules contact the HECS and Fees Office of the Student Centre on 8627 8239.

**Refunds for Withdrawals and Discontinuations (International Students)**

International students should refer to the International Office website for further details regarding how to apply for a refund of fees. The refund policy can be located on-line at [http://sydney.edu.au/internationaloffice/forms/RefundForm.pdf](http://sydney.edu.au/internationaloffice/forms/RefundForm.pdf).

Further information, please contact the International Office on 8627 8348 or email [io.refunds@sydney.edu.au](mailto:io.refunds@sydney.edu.au).
Academic Honesty


Academic honesty is a core value of the University of Sydney. The University is committed to the basic academic right that students receive due credit for work submitted for Assessment. Integral to this is the notion that it is clearly unfair for students to submit work for Assessment that dishonestly represents the work of others as their own. Such activity represents a form of fraud and as such is taken very seriously by the University.

Forms of Academic Dishonesty

The most common form of academic dishonesty is plagiarism with intent to deceive the examiner. Plagiarism can be broadly defined as knowingly presenting another person’s ideas, findings, or work as one’s own by copying or reproducing the work without due acknowledgement of the source.

Plagiarism may take many forms. The most common form of plagiarism is where a student presents written work, including sentences, paragraphs or longer extracts from published work without attribution of its source. Work submitted for Assessment may also be regarded as plagiarised where significant portions of an assignment have been reproduced from the work of another student, since this exceeds the boundaries of legitimate co-operation.

Legitimate co-operation can be defined as any constructive educational and intellectual practice that aims to facilitate optimal learning outcomes through interaction between students. Within individual assignments (those not explicitly labelled group assignments), discussion with other students is legitimate but joint writing of solutions or viewing another student’s solution is not. Within group assignments, joint writing of solutions is legitimate and expected, but the work must bear all and only the names of the actual contributors. Parts of group assignments labelled as individual can be legitimately shown to and discussed in detail with other group members, but must be written by the individual alone.

Within the discipline of Information Technologies, the following activities are frequently associated with plagiarism and are therefore treated as evidence of academic dishonesty except when carried out legitimately within a declared group project: taking other students’ work from a printer; making files associated with assessed work available to others, by any means (making such files available is always beyond the boundaries of legitimate co-operation); attempting to view files owned by another student without permission, even when those files have been made accessible to others; encouraging other students to carry out operations which have the effect of making files accessible; using another student’s terminal while that student is temporarily absent (except that it is permitted during busy periods to log off a terminal that seems to have been abandoned), using any quantity of material from one or more web sites or other published sources without acknowledgement and attempting to pass it off as one’s own work, whether in written assignments or in presentations, is plagiarism with intent to deceive.

Other forms of academic dishonesty include recycling (the submission for Assessment of one’s own work, or of work which is substantially the same, which has previously been counted towards the satisfactory completion of another unit of study, and credited towards a university degree, and where the examiner has not been informed); fabrication of data; the engagement of another person to complete an Assessment or examination in place of the student, whether for payment or otherwise; communication, whether by speaking or some other means, to other candidates during an examination; bringing into an examination and concealing forbidden material such as text books, notes, calculators or computers; attempting to read other students’ work during an examination; and writing an examination or test paper, or consulting with another person about the examination or test, outside the confines of the examination room without permission.

Academic Dishonesty Procedure

The University of Sydney takes any form of academic dishonesty very seriously. There are formal procedures for dealing with academic dishonesty that are set out in the Academic Board resolution ‘Academic Honesty in Coursework’. In brief, when an examiner becomes aware of a case of academic dishonesty (including intent to deceive), he or she will refer the matter to the Head of School, who after giving the student a fair hearing may decide to dismiss the case, issue a written warning, require a resubmission, or apply a fail grade to the unit of study as a whole or to the affected part of it. The Head may also decide to refer the matter to the University Registrar where the student continues in a denial
or the Head considers that failing the unit is insufficient. The Head must keep a record of the case, and communicate the decision in writing to the student in a timely manner. The university Calendar describes procedures for appeals against such decisions.

Students submitting work for Assessment in the School of Information Technologies will be required to sign a declaration stating that, except where specifically acknowledged, the work contained in the assignment/project is their own work, has not been copied from other sources and has not been previously submitted for award or Assessment.

Where there is a question about their contribution, then in order arrive at the final mark for the Assessment, students may be asked to identify those portions of the work contributed by them personally and required to demonstrate their knowledge of the relevant material by answering oral questions or by undertaking supplementary work, either written or in the laboratory.

**Attendance at Lectures, Tutorials and Laboratories**

Whilst students are generally expected to manage their own affairs in relation to study, regular attendance at lectures, tutorials and/or laboratory Classes is a requirement for all units, since it is here that students have the opportunity to put theory into practice. Also, students may receive additional explanations and supplementary material at lectures that would otherwise not be available from other sources. If the student misses out on this then they have missed an important part of the course.

A record may be kept of attendance at lectures, tutorials and laboratory Classes.

**Special Consideration due to Illness or Misadventure**

The Academic Board Resolutions on Assessment and Examination of Coursework (1 January 2002) state that the intention of special consideration regulations are that students should not be “disadvantaged by adverse personal circumstances beyond their control or by the activities of other students” (page 24). However, only well-attested serious illness or misadventure at the time of a specific Assessment task or examination will warrant special consideration.

An occasional brief absence is not it a matter for special consideration, unless it prevents a student from meeting some specific Assessment commitment (assignment, test or examination). It does not need to be documented, nor can it be used to excuse poor performance. Recurrent or frequent short absences, on the other hand, should be documented.

Where deadlines for Assessment tasks during semester are made known at the beginning of the semester, students are expected to meet these deadlines even allowing for minor illness or difficult personal circumstances.

A clear distinction should be drawn between “a short-term illness or misadventure that may prevent a well-prepared student from sitting for an examination or completing a particular assignment” and “a longstanding illness or difficulties which prevent students from attending Classes or completing required work or which seriously interfere with their capacity to study for long periods”. The purpose of special consideration is to deal with the former of these situations.

In the case of a serious, long term or recurrent illness, or difficult personal circumstances, a point is reached at which the student can no longer be considered to have completed the course concerned. In such cases students should seek advice from the Postgraduate Director regarding the advisability of discontinuing their course until they are able to resume their studies effectively.


The following diagram shows the overall process for applying for special consideration.
Process for Applying for Special Consideration

Student obtains and completes a ‘Special Consideration Application’ form, obtainable from either the Faculty office or from http://sydney.edu.au/engineering/gse/documents/special_consideration_application_pack.pdf, which includes a Professional Practitioners Certificate to be completed by the student’s registered medical practitioner or counsellor.

Student lodges forms at the Faculty office within one week of when the assessment was due. Student presents with the original documents, one copy for the Faculty’s records and one copy for each unit of study for which consideration is being sought. Copies are stamped ‘Received Faculty of Science dd/mm/yyyy’ and a receipt issued to the student.

Student lodges the stamped documentation at the School of Information Technologies’ office counter on the same day.

After academic judgment is complete, the student will be advised of the outcome by the School office via an email to their university email account, normally within ten working days of lodgement of their application.

Special Consideration relating to assessed work during semester

An application for Special Consideration must be received within one week from the date when the Assessment was due. It must specify exactly which unit(s) and which piece(s) of Assessment the application is intended to cover. Where the requirements for a piece of assessed work are known well in advance of the due date, students will not generally be granted Special Consideration for the submission of that work, except in cases of serious illness or misadventure covering a significant proportion of the relevant time period.

Where an application for Special Consideration is successful and it is possible for work to be accepted upon resumption of the student’s attendance, then marks may be awarded as if the work were on time. If it is considered that accepting work after the due date would compromise the validity of Assessment or give the student an unfair advantage over colleagues, for example where solutions have already been released, then some alternative mode of Assessment may be necessary. This may be a similar task or could take some other form, such as a viva voce, or practical test.

In the case of prolonged absence, it is the student’s responsibility to complete all on-going assessed work that is part of the course, or else to consider withdrawing from the course.

Special Consideration relating to examinations

Examination periods are publicised at the start of each year. Specific timetables are known some weeks before the end of each semester. Students are expected to attend these examinations even allowing for minor illness or difficult circumstances. The Special Consideration provisions described here are not to be used as a solution to bad planning or inadequate personal preparation. No allowance can be made for students whose personal arrangements make it impossible to attend examinations at the scheduled time.

If the absence is due to circumstances beyond his/her control, then the student may apply for Special Consideration. Subject to supplying the necessary documentation, he/she may be granted the opportunity to sit a further test (Note: ‘Further test’ is the official term. The term ‘supplementary examination’ is widely but not accurately used).

When considering their options students should bear in mind two important points:

- a further test will be granted only if the documentation provided is adequate,
- all further tests are scheduled over two days about one week after the normal examination period, and so the examination timetable for further test(s) is more compressed and possibly more stressful than the original time.
The case where the student sits the examination
Please note that it is not possible to use Special Consideration to compensate for poor performance in examinations. No change will be made to an examination mark as a result of an application for Special Consideration. This applies to cases of minor illness as well as to difficult or stressful circumstances. The only possible outcome is to sit a further test instead of the original exam.

The case where the student is absent from the examination
Subject to the receipt of an Application for Special Consideration in accordance with the requirements set out above, a student who is absent from an examination may be granted a further test. Further tests are scheduled over two days, usually one or two weeks after the end of the normal examination period.

Should a student miss a further test which has been offered, then only in very exceptional circumstances and subject to suitable additional documentation, will any further opportunity to complete the examination be granted.

Policy regarding longer periods of absence
In cases of serious, long term or recurrent illness, or difficult circumstances, a point is reached at which the student can no longer be considered to have completed the course concerned. In units offered by the School of Information Technologies with a duration of one semester this will be considered to be the case where a period of absence exceeds three weeks (i.e. 25% of the course). Students who are absent from class for periods exceeding three weeks should seek advice from the Sub-Dean or Deputy Director of Postgraduate Studies regarding the advisability of discontinuing their course until they are able to resume their studies effectively.

Assessment Criteria
It is School policy that students must attain a mark of at least 40% on each major component of the Assessment, as well as an overall mark of at least 50%, in order to obtain a clear pass (P or higher) in any unit of study. The precise definition of ‘major component’ is decided by the lecturer in charge, but will always include the final examination where there is one.

In general, late submissions will not be accepted unless either the lecturer has specifically advertised a late deadline and penalty, or else the Special Consideration procedure outlined previously in this handbook has been followed and the lecturer has agreed to accept the submission late on that basis.

The different units use a number of different ways to determine how well each student has mastered the material presented. Written exams (held during the usual examination period at the end of each semester), are common. Several subjects include a practical exam or quiz, in which students are required to solve a practical problem in a fixed time under supervised conditions. This enables the School to be sure that each student has mastered the required skills.

The way in which assessed work is returned varies from course to course. Usually, assignments done on paper are given back during tutorials, or are available from the Help Desk. When assignments are submitted electronically, the results of automatic grading are usually emailed or posted on the website or on the lecturer’s office door. Examinations are not returned; instead the result will be posted on a noticeboard at the Student Centre. However, all exams are kept for at least three months and during that period a student may examine the marked paper on Exam Review Day, or by arrangement with the lecturer involved.

Students in our programming units sometimes complain about the amount of work required. This is often because the students did not begin work on an assignment until close to the deadline, when the computer system is slow because of the large numbers of users. It is well-known that one always underestimates the effort involved in writing programs, so it is important to start work as soon as the question is given. Experience shows that writing code out by hand, and ‘tracing’ it carefully before entry into the computer, is much more productive than trying to compose the program at the keyboard. Another reason for excessive time spent on computing assignments is lack of thought in debugging; when a program does not work correctly, it is important to understand what caused the program to act as it did, and then correct the mistake, rather than blindly modifying the code and hoping that the new form will act better.

Students are reminded that the average time they are expected to spend on their course is 1.5 hours per credit point, per week. For example, for full-time students studying 4 units of study (24 Credit Points), the
The guideline is to spend a minimum of 36 hours per week on their course (this includes attending lectures and labs, preparation for meetings, and private study). These guidelines are given for students looking to achieve a pass in their units of study. Further time will need to be spent by the student on their course if a credit or distinction is sought after.

Students are reminded that the University requires attendance at lectures, tutorials, workshops and other scheduled Classes as a condition for being eligible to pass any unit.

Students are expected to work sufficiently in advance of assignment deadlines to allow for hardware faults and other problems that might make reliable access to School computers difficult. Special Consideration will not be given for such problems.

The School will offer a deferred examination in all units to students who miss the final examination owing to illness or misadventure and who document this by submitting a Special Consideration form to the School as soon as possible after the exam date, and within one week in any case. The School will reject requests which it judges to be trivial or insufficiently documented. It is University policy not to accept misreading the examination timetable as grounds for a deferred examination.

It is important to understand that if a student attends the main examination they will not be eligible for the deferred examination unless they suffer a medical emergency requiring medical treatment during the main examination. If not feeling well on the day of the examination, the student should decide whether it is best to obtain a medical certificate and stay away from the examination, rather than attend, perform poorly, and then find themselves ineligible for the deferred examination. Deferred examinations are written examinations similar to the corresponding main examinations: they have the same length and the same other properties (open/closed book, etc). The results of students who take the deferred examination will be calculated by substituting the deferred.

**EXAMINATIONS**

Students are expected to be on-shore and available until the conclusion of the exam period. Exams cannot be taken before their scheduled date. Should students encounter an exam clash (i.e. more than 1 exam is scheduled for the same time slot), they are required to sit for the clash exam in the following time slot, regardless of whether they already have a scheduled exam on the same day. Students may be required to sit up to two exams in one day.

**Perusal of Examination Scripts**

Notification of examination review days will be posted on the School of Information Technologies’ website – please check the site regularly.

Students need to obtain a copy of the ‘Request to Peruse Examination Script’ form from the School office. The completed form must be received by the School before the due date stipulated on it. Attend on the day and time specified. Reviews of examination scripts will normally be held in the week before the following semester commences. You will need to have your student id card with you for identification purposes. All materials must be left outside the room. Only the examination script will be provided for you to peruse.

Students should realise that this review is not a mechanism for acquiring additional marks, it is simply an opportunity to peruse their marked script. Except in cases where an error is revealed, no changes will be made to the original mark awarded as a result of the review process. Under no circumstances will marks ratified by the board of examiners be altered as a result of a review or requests from a student.

**Appealing Against Academic Decision**

There is a process for appealing against academic decisions which is set out in the University Calendar, which can be found in the Library and on the web. In brief, a student would first discuss their problem informally with the tutor or lecturer who made the decision and try to get it resolved that way. If it was a tutor who made the decision, the student can also take their appeal informally to the lecturer, and if it was the lecturer then the student can appeal informally to the Deputy Director of Postgraduate Coursework.

Some examples of appeals that would not succeed: mere disagreement with the academic judgment of a lecturer, or with an advertised marking scheme; requests for additional points to get to a pass because you need it in order to progress or graduate. Some examples of appeals that will succeed, if the facts bear out the appeal: lost marks, advertised marking schemes not followed, changes made to assignment specifications within a few days of the deadline.
Students have 3 months to appeal once the problem has arisen. Appeals should be made sooner rather than later to avoid difficulties, for example appeals after semester ends about problems during semester can be impossible to fix because tutors are not required to remain on site after semester ends.

If the problem is with an exam then the right approach is to attend the school's examination review day where you can view your exam and decide whether you want to appeal against the marking. The dates of exam review days are advertised on the School's Postgraduate website.

If these informal approaches do not resolve the problem, you may decide to take the more formal approach of putting your appeal in writing and sending it to the Head of School, who is then obliged to acknowledge receipt of it within three working days, try to resolve it within ten working days, and then reply to you in writing giving the decision and reasons.

Appeals against the Head of School's decision to the Dean and ultimately to the University Senate are allowed for. See the University Calendar for details.

**GRADUATION**

Your eligibility to graduate will be assessed automatically when results for your final semester have been released. A Letter of Completion will be issued by the Graduate School of Engineering and IT (GSE & IT) and will be sent to your University email account. Refer to the Graduate School of Engineering and IT (GSE & IT) for further information on graduation eligibility and completion letter [http://sydney.edu.au/engineering/gse/current/graduation_completion.shtml](http://sydney.edu.au/engineering/gse/current/graduation_completion.shtml).

**FACILITIES**

The School provides an extensive computing environment, supporting over 400 users on a network of servers and workstations. More than 40 servers are used in the support of a diverse array of over 700 workstations running Unix, Linux and Microsoft operating environments. Additionally, the School's research groups provide special purpose facilities, such as a multimedia studio and a pervasive computing laboratory.

Teaching is conducted in over 20 general computing laboratories. Evening and weekend lab access is available to students, with dial-up access available through the University’s modem pool. The School’s network provides 100Mbit switched Ethernet to the desktop and runs over the University’s gigabit Campus backbone, SydNet to five Camperdown and Darlington Campus locations. The University is a member of the NSW Regional Network Organisation, connecting SydNet to the Australian Academic and Research Network (AARNet) and the internet.

Students are provided with access to computing resources for the purpose of learning. These resources are expensive and shared by many people. Students are reminded that they are not allowed to misuse the resources. For example, it is not permitted for students to use other students’ accounts, or to keep copies of networking or game-playing software, or to print out handouts or work from other units. Attempts to undermine the security of the system, or to use resources for inappropriate goals, may lead to disciplinary action being taken.

**Access to School of Information Technologies Building**

The School of Information Technologies Building (J12) is located on the corner of Cleveland Street and City Road, next to the Seymour Centre. Open access to the building is between 8am and 9pm Monday to Friday during semester and between 8am and 5pm during vacations.

**The Postgraduate Coursework Workroom**

Very few universities in Australia provide dedicated space for postgraduate coursework students. The School of Information Technologies has made available to all postgraduate students a dedicated computer space. The Postgraduate Coursework Workroom is located on Level 1 West of the School of IT Building. 24-hour access to this lab will be available upon receipt of your security swipe card (see below) from Week 2 of the Semester. The Postgraduate Workroom has 50 machines with internet access, lounge space, toilet facilities and a kitchen. There is also a dedicated area for laptop use. We ask that you observe the rules while using the Workroom. Food and drink are not permitted in the vicinity of the machines, and you are not permitted to reserve workstations. Help desk personnel will be on duty from 5pm to 9pm (Mon-Thu) during
the first four weeks of semester and are available for assistance should you need help with logging in, printing, etc.

**Security Swipe Card**

IT student may obtain a swipe card that allows 24-hour access to the postgraduate computer lab on Level 1 of the SIT building. The swipe cards can be collected from the Reception Desk on Level 2 of the SIT Building, and are free of charge. However, in the event that you lose your swipe card, you will be charged a $25.00 administration fee to have your card re-issued. Swipe cards are to be returned to reception at the end of semester.

**Computer Access**

An account on the School’s server is created for each enrolled student at the commencement of each semester. You must see the help desk personnel to obtain your account login and password. This service is available between 5pm and 9pm, Monday to Thursday, in the first two weeks of each semester. Please note that without a login and password, you will not have access to the School’s computing facilities.

**The SciTech Library**

The University of Sydney SciTech Library was opened by the Vice-Chancellor, Dr. Michael Spence on Friday 25 July 2008.

The Library is located on the 1st Floor of the Jane Foss Russell Building and was designed by John Wardle Architects, winners of the international design competition in consultation with staff of the Library and Faculties and students. In the last decade, the digital revolution has radically changed the information environment and the library design reflects the requirements of researchers, teachers and learners in this new era.

The SciTech Library is the amalgamation of the Architecture, Engineering, Madsen and Mathematics libraries, brought together as part of the Campus 2010 project.

**Address**
The SciTech Library
Level 1, Jane Foss Russell Building, G02
160 City Road
Darlington, NSW 2006

Phone: +61 2 8627 8711
Fax: + 61 2 8627 8730
Email: scitech@library.usyd.edu.au

**LIBRARY RESOURCES FOR POSTGRADUATE STUDENTS**

**Using the Catalogue**

Find library books by title, author or keyword. Request items held at other campuses. Reserve books borrowed by other users.
http://opac.library.usyd.edu.au/

**Finding Journal Articles – catalogue, databases and Google Scholar**

Locate journals using the OPAC. Conduct searches on databases. Using Google Scholar via the catalogue and adding Endnote via the references.
http://opac.library.usyd.edu.au/search/
Accessing Material Not Held by the Library – Document Delivery

Obtain items not held by the library via interlibrary loan - http://www.library.usyd.edu.au/borrowing/docdel/

Obtaining EndNote - Download the EndNote bibliographical software

Where to Find Help

Know your Faculty Liaison Librarian - http://www.library.usyd.edu.au/contacts/staff/regan.html
Master of Information Technology Management
Graduate Diploma in Information Technology Management
Graduate Certificate in Information Technology Management

Course Overview
The University of Sydney offers planned, targeted postgraduate programs in IT to meet the demands of the IT industry. For technically-skilled graduates seeking career advancement in the "management ladder" of IT organisations, the University offers a course known as the Master of Information Technology Management. In this course, a background in computing skills is assumed, but the emphasis is not on developing these technical skills. The focus of the Master of Information Technology Management is on a thorough and detailed understanding of the management of resources such as projects, people, knowledge, and technologies in the distinctive way needed within IT organisations. The Master of Information Technology Management is specifically designed for graduates who are currently moving along, or seeking to move along, a career path through managerial roles such as Project Manager, Program Manager, General Manager of Operations (GMO), Chief Information Officer (CIO), or Chief Technology Officer (CTO).

The Master of Information Technology Management provides a selection of postgraduate units of study covering a Core set of IT management topics. Students can also choose from a number of Elective topics to add depth or breadth to their studies. For students considering study leading to a research degree, the Master of Information Technology Management has a Research Path option that can be used to gain admission to an MSc by Research or a PhD.

The Master of Information Technology Management requires 1 year (2 semesters) of full-time study.

Note that for IT graduates seeking advanced technical studies, there is a separate articulated program of the Graduate Certificate in Information Technology, the Graduate Diploma in Information Technology, and the degree of Master of Information Technology. These programs provide an excellent opportunity for students to build upon their undergraduate IT studies and extend their technical knowledge in a wide range of IT specialisations.

Course Outcomes
Upon completion of the Graduate Certificate, graduates will possess a practical and theoretical background in some of the basic aspects of Information Technology Management. This can be supplemented and extended upon completion of the Graduate Diploma, and extended further to include research and practical skills by completion of the Masters program.

Upon completion of the Master of Information Technology Management, graduates will have a sound knowledge base in several contemporary topics within Information Technology Management. They may also have the opportunity of applying this knowledge to the execution of a small research project.

The Master of Information Technology Management is designed as an industry relevant award. It has been developed under the guidelines of the Australian Computer Society (ACS), and it has been accredited by the ACS as a Professional level course in information technology.

Admission Requirements
Applicants for the Graduate Certificate in Information Technology Management should hold a Bachelor’s degree; or be able to offer evidence of recognised prior learning which is considered to demonstrate the knowledge and aptitude required to undertake this course.

Applicants for the Graduate Diploma in Information Technology Management should hold a Bachelor’s degree; or have completed the Graduate Certificate in Information Technology Management at the University of Sydney with credit average results or above.

Applications for the Master of Information Technology Management should hold a Bachelor’s degree with credit average results or better; or have completed the Graduate Diploma in Information Technology Management at the University of Sydney with credit average results or above; or have completed the Graduate Diploma in Computing at the University of Sydney.

For all applicants of the Graduate Certificate in Information Technology Management, Graduate Diploma in Information Technology Management, and Master of Information Technology Management the Bachelor's degree does not have to be an Information Technology degree, but it should contain a significant amount of technical subjects related to computing, as typically found in an IT, Science, or Engineering degree. Applicants holding a Bachelor’s degree in other areas, such as Finance, Commerce, Health Sciences, and Social Sciences, who have completed relevant IT subjects will also be eligible. Applicants holding a Bachelor's degree in any discipline and who have worked in Information Technology for more than 5 years are eligible.

Course Requirements
Graduate Certificate in Information Technology Management:
• A total of 24 credit points must be completed;
• Credit points must be selected from Core units of study, excluding IT Research Project units of study;
• INFO5990 Professional Practice in IT must be completed as a Core unit of study;
• A total of 24 credit points must be completed as a Core unit of study.

Graduate Diploma in Information Technology Management:
• A total of 36 credit points must be completed;
• At least 30 credit points must come from Core units of study, excluding IT Research Project units of study;
• INFO5990 Professional Practice in IT must be completed as a Core unit of study;
• INFO5991 Services Science Management and Eng must be completed as a Core unit of study;
• A maximum of 6 credit points of Elective units of study can be taken.

Master of Information Technology Management:
• A total of 48 credit points must be completed;
• At least 30 credit points must come from Core units of study;
• INFO5990 Professional Practice in IT must be completed as a Core unit of study;
• INFO5991 Services Science Management and Eng must be completed as a Core unit of study;
• INFO5992 Understanding IT Innovations must be completed as a Core unit of study;
• A maximum of 18 credit points of Elective units of study can be taken, of which no more than 12 credit points of units may be chosen from units offered outside the Faculty of Engineering and IT;
• After completing 24 credit points of coursework, students who achieve Credit average results or above in their coursework may select 12 credit points of Information Technology Project units of study among their Core units;
• After completing 24 credit points of coursework, students who have Distinction average results or above may be eligible for the Research Path subject to the approval of the Head of the School of Information Technologies and the Dean;
• Students who pursue the Research Path must study INFO5993 IT Research Methods and select 18 credit points from IT Research Project units of study among their Core units;
• Students who pursue the Research Path do not have to take INFO5991 Services Science Management and Eng and INFO5992 Understanding IT Innovations as Core units of study.

Credit for previous study
In addition to the general credit transfer rules of the Coursework Rule, the following restrictions on credit transfer into these courses apply:
• where postgraduate study has been undertaken at the University of Sydney in one of the embedded courses of the Master of Information Technology and no award has been conferred, credit may be transferred in full, provided the study has been undertaken within the previous three years and subject to approval of the Academic Director;

• where study has been undertaken at postgraduate level and no award has been conferred, credit to a maximum of 50% of the prescribed credit points may be transferred to the Graduate Diploma in Information Technology or the Master of Information Technology, provided: (i) the study has been undertaken at the University of Sydney, or at an external institution recognised by the University of Sydney, within the previous three years; and (ii) the units of study have been completed at credit level or above; and (iii) the units are equivalent to Core or Specialist units of study offered under the degree being taken, subject to approval of the Academic Director.

• where study has been undertaken at postgraduate level and an award has been conferred, credit to a maximum of 12 credit points may be transferred to the Master of Information Technology, provided: (i) the study has been undertaken at an external institution recognised by the University of Sydney within the previous three years; and (ii) the units of study have been completed at credit level or above; and (iii) the units are equivalent to Core or Specialist units of study offered under the degree being taken, subject to approval of the Academic Director.

Units of study available in 2011

The units of study offered may change annually. Unless otherwise indicated, all units are worth 6 credit points.

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Semester</th>
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<tbody>
<tr>
<td>Core units (Mandatory)</td>
<td></td>
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<tr>
<td>INFS5990 Professional Practice in IT</td>
<td>1 2</td>
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<tr>
<td>INFS5991 Services Science Management and Eng</td>
<td>1 2</td>
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<tr>
<td>INFS5992 Understanding IT Innovations</td>
<td>1 2</td>
</tr>
<tr>
<td>Core units (Additional)</td>
<td></td>
</tr>
<tr>
<td>COMP5206 Introduction to Information Systems</td>
<td>1 2</td>
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<tr>
<td>COMP5703 Information Technology Project (12cp)</td>
<td>1 2</td>
</tr>
<tr>
<td>INF5301 Information Security Management</td>
<td>1</td>
</tr>
<tr>
<td>INF5007 Project Management in IT</td>
<td>1 2</td>
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<tr>
<td>ISYS505 Knowledge Management Systems</td>
<td>1</td>
</tr>
<tr>
<td>Core units (Research Path)</td>
<td></td>
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<tr>
<td>COMP5702 IT Research Project A (12cp)</td>
<td>1 2</td>
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<tr>
<td>COMP5704 IT Research Project B</td>
<td>1 2</td>
</tr>
<tr>
<td>INF5993 IT Research Methods</td>
<td>1 2</td>
</tr>
<tr>
<td>Elective units</td>
<td></td>
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<tr>
<td>COMP5028 Object-Oriented Design</td>
<td>1</td>
</tr>
<tr>
<td>COMP5114 Digital Media Fundamentals</td>
<td>1 2</td>
</tr>
<tr>
<td>COMP5116 Internet Protocols</td>
<td>1</td>
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<tr>
<td>COMP5138 Database Management Systems</td>
<td>1 2</td>
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<tr>
<td>COMP5213 Computer and Network Organisation</td>
<td>1 2</td>
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<tr>
<td>COMP5705 Information Technology Short Project</td>
<td>1 2</td>
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<tr>
<td>Summer Main &amp; Winter Main</td>
<td></td>
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<tr>
<td>COMP5706 IT Industry Placement Project</td>
<td>1 2</td>
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<tr>
<td>INF5012 Business Process Integration</td>
<td>1</td>
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<tr>
<td>INF5013 Information Risk, Governance and Assurance</td>
<td>1</td>
</tr>
<tr>
<td>INF5016 Technology Enabled Business Innovation</td>
<td>2</td>
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<tr>
<td>INF5017 Strategic Information Design &amp; Management</td>
<td>1 2</td>
</tr>
<tr>
<td>INF5018 Business Intelligence Systems</td>
<td>1</td>
</tr>
<tr>
<td>PMGT5871 Project Process Planning and Control</td>
<td>1 2</td>
</tr>
<tr>
<td>PMGT5876 Strategic Delivery of Change</td>
<td>1 2</td>
</tr>
<tr>
<td>PMGT6867 Quantitative Methods in Project Management</td>
<td>1 2</td>
</tr>
</tbody>
</table>

Mandatory Core units of study

INFS5990 Professional Practice in IT
Credit points: 6 Session: Semester 1, Semester 2 Classes: (Lec 2hrs & Tut 1hr) per week Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day

This Unit of Study introduces the students to some of the concepts, standards and techniques associated with the current professional practice of information technology as part of their involvement in professional practice. The students are presented with a wide range of core conceptual ideas, techniques and relevant professional issues associated with the fields of Interpersonal and Organisational Communication, Conflict Management, IT and Sustainability, IT and Globalisation, Negotiation Strategies, Professional Ethics and Social Implications, Data Quality, Auditing and Quality Assurance and key project management principles.

INFS5991 Services Science Management and Eng
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Assumed knowledge: INF50990 Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day

The service sector plays a dominant and growing role in economic growth and employment in most parts of the world. Information technology (IT) is a key enabler of this. Services Science, Management and Engineering (SSME) takes a multi-disciplinary approach to services as socio-technical systems. This unit of study offers IT professionals an understanding of the role of IT-centric services in a social, economic and business context as well as knowledge of the principles of their design, engineering and management in a service-oriented computing framework. Delivery of the unit is driven by a critical approach to the literature and live case studies presented by industry professionals. The unit’s learning outcomes are driven by stated industry needs.

INFS5992 Understanding IT Innovations
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 3 hour tutorial per week. Prohibitions: PMGT5875 Assumed knowledge: INF50990 Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day

An essential skill for an IT manager is the ability to keep up-to-date with emerging technologies, and be able to evaluate the significance of these technologies to their organisation’s business activities. This unit of study is based around a study of current technologies and the influence of these technologies on business strategies. Important trends in innovation in IT are identified and their implications for innovation management explored. Major topics include: drivers of innovation; the trend to open innovation ("open source") rather than protected intellectual property; and distribution of innovation over many independent but collaborating actors. On completion of this unit, students will be able to identify and analyse an emerging technology and write a detailed evaluation of the impact of this technology on existing business practices.

Additional Core units of study

COMP5206 Introduction to Information Systems
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Prohibitions: PMGT5810 Students: INF50210 Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day

This unit provides a comprehensive introduction to information systems in organisations and the enabling role of information technology. The critical role of data and knowledge management will be covered from both conceptual and practical standpoints. Methods and techniques for analysing systems and eliciting user requirements will be emphasised. Key topics covered include: basic information systems concepts; systems approach and systems thinking; E-Business and E-Commerce; data and knowledge management; systems analysis and development methodologies; ethical, legal and social aspects of information technologies; and Web 2.0 and social computing. On completion of this unit students will have a good understanding of important information concepts; a deep understanding of the systems approach and its applicability; be able to develop skills to perform systems analysis in contemporary systems environments; have an understanding of major conceptual and technological developments in Information Systems.
COMP5703 Information Technology Project
Credit points: 12 Session: Semester 1, Semester 2 Classes: Eight hours of practical work per week. Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
Note: Department permission required for enrolment.

Specialist/Elective/Project

INFOS301 Information Security Management
Credit points: 6 Session: Semester 1 Classes: 2 hrs of lecture, 1 hr of lab/hot per week. Assumed knowledge: Basic IT knowledge of databases and networks. Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
This unit will provide a broad information architectural view of IT security. Topics covered will include (i) the relationship between security needs and organization structure, (ii) risk assessment, (iii) design and implementation of security policies (iv) compliance with industry standards (v) monitoring services for security at the network, computer and human level, (vi) response to security breaches and disaster recovery. The course will decouple itself from the traditional association of security with cryptography.

INFO6007 Project Management in IT
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Prohibitions: INF60014, PGMT5871 Assumed knowledge: INF500 or COMP5206 or INFO5990 Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
This unit of study covers the factors necessary for successful management of system development or enhancement projects. Both technical and behavioural aspects of project management are discussed. Potential topics of interest could include managing the system life cycle, system and database implementation issues, system performance evaluation, managing expectations of team members, cost effectiveness analysis, scheduling and change management.

ISYS5050 Knowledge Management Systems
Credit points: 6 Session: Semester 1 Classes: One 2 hour scheduled small-group class per week. Prohibitions: ISYS4050 Assumed knowledge: Information systems concepts, database concepts Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
Note: Department permission required for enrolment
This unit will offer a comprehensive introduction to the emerging area of Knowledge Management (KM) from both the technological and organisational perspectives. A diverse range of published papers and other publications that deal with a variety of KM-related topics will be reviewed. Topics include KM: Conceptual Foundations; Taxonomies of organisational knowledge and KM mechanisms; Case/Field Studies of KM Initiatives; Ontologies; Semantic Web; Customer Relationship Management (CRM) systems; Communities-of-Practice; Knowledge Sharing/Open Source Software Development; and Social Network Analysis and KM.

Elective units of study

COMP5028 Object-Oriented Design
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Prohibitions: INF03220 Assumed knowledge: Intermediate level of object oriented programming such as Java Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
Note: Department permission required for enrolment in the following sessions: Semester 2
This unit introduces Object-Oriented Analysis and Design, especially the principles of modelling through Rational Unified Process and agile processes using Unified Modeling Language (UML), both of which are industry standard. Students work in small groups to experience the process of object-oriented analysis, architectural design, object-oriented design, implementation and testing by building a real-world application.
Objectives: In this unit students will develop the ability to: identify how the system interacts with its environment; identify appropriate objects and their attributes and methods; identify the relationships between objects; write the interfaces of each object; implement and test the objects; read and write various UML diagrams including use case, class, and sequence diagrams; apply design patterns to standard problems.

COMP5114 Digital Media Fundamentals
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
Multimedia has become an indispensable part of our heterogeneous computing and communication environment. This unit provides and overview of coding and manipulating digital media, which mainly include image, audio and video. It introduces principles and current techniques such as multimedia data acquisition, analysis, processing and compression and management. It also elaborates different multimedia coding standards, various multimedia systems and cutting-edge multimedia applications.

COMP5116 Internet Protocols
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Prohibitions: ELEC5740 Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
In this unit students will gain understanding of the fundamental architecture and protocols used in the TCP/IP protocol stack that is the foundation of the Internet. Furthermore, the unit will provide students with the insight needed to begin to design and analyse protocols in the context of their intended use.
Objectives: On completion of this unit students will have developed an understanding of the principles and practice of the layered model of communications architecture, the TCP/IP protocol stack and its component protocols, and various common techniques and tools for protocol analysis.

COMP5138 Database Management Systems
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Assumed knowledge: Intermediate level of object oriented programming such as Java. Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
This unit of study provides a conceptual and practical introduction to the use of common platforms that manage large relational databases. Students will understand the foundations of database management and enhance their theoretical and practical knowledge of the widespread relational database systems, as these are used for both operational (OLTP) and decision-support (OLAP) purposes. The unit covers the main aspects of SQL, the industry-standard database query language. Students will further develop the ability to create robust relational database designs by studying conceptual modelling, relational design and normalization theory. This unit also covers aspects of relational database management systems which are important for database administration. Topics covered include storage structures, indexing and its impact on query plans, transaction management and data warehousing.
Objectives: In this unit students will develop the ability to:
- Understand the foundations of database management;
- Strengthen their theoretical knowledge of database systems in general and relational data model and systems in particular;
- Create robust relational database designs;
- Understand the theory and applications of relational query processing and optimization;
- Study the critical issues in data and database administration;
- Explore the key emerging topics in database management.

COMP5213 Computer and Network Organisation
Credit points: 6 Session: Semester 1, Semester 2 Classes: One 2 hour lecture and one 1 hour tutorial per week. Campus: Camperdown/Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
This unit of study provides an overview of hardware and system software infrastructure including: compilers, operating systems, device drivers, network protocols, etc. It also includes user-level Unix skills and network usability. The objectives are to ensure that on completion of this unit students will have developed an understanding of compilers, operating systems, device drivers, network protocols, Unix skills and network usability.

COMP5705 Information Technology Short Project
Credit points: 6 Session: Semester 1, Semester 2 Classes: Summer Main, Winter Main Classes: Four hours of practical work per week. Prohibitions: COMP5702, COMP5704 Campus: Camperdown/ Darlington Mode of delivery: Normal (lecture/lab/tutorial) Day
Note: Department permission required for enrolment.
This is a short 6cp IT project unit of study that can be taken in combination with COMP5705 Information Technology Short Project by students taking an Industry-based scholarship such as the Faculty's Research Industry Placement Project Scholarship (RIPPS), which they split over one day a week over both semester 1 and semester 2.

**Assessment:**
- Individual Research Assignment (15%), Group Assignment (20%) and Final Exam (65%)
- Mid-session exam (30%), Mid-session seminar (10%), Class activities (10%), Individual research project (30%)

This unit explores the changing relationship between information risk, governance and assurance. Information and IT enabled information systems are valuable assets to organisations and are of critical importance in meeting regulatory obligations. Therefore the risk of disruption, theft or destruction to information systems has business value and compliance implications. This unit takes an interdisciplinary view in examining standards, frameworks and methodologies for identifying, analysing and evaluating potential information risk areas, protection strategies and assurance processes across the organisation and throughout the information system lifecycle. Your knowledge will be expanded in a multi-level approach that also examines the design and implementation of information policy, legal, professional and ethical responsibilities, and corporate governance of information and communication technologies. The theoretical and conceptual material covered in seminars is reinforced through problem-based learning.

**Objective:**
- Students taking the course will have three sets of assignments:
  1. a group presentation which demonstrates capacity to prepare for change management on a large project. This assignment is worth 25% of the overall grade.
  2. a group presentation which demonstrates understanding of organisational culture and how change management impacts cultural changes. This assignment is worth 25% of the overall grade.

**Textbooks**
- Information Technology Project Management by Kathy Schwalbe
- Project Management: A Systems Approach to Achieving Organizational Objectives, 8th Edition by Ronald W. Ulrich

**Assessments:**
- Mid-session exam (30%), Mid-session seminar (10%), Class activities (10%), Individual research project (30%)
- Final Exam (40%)

**Contact:**
- Campus: Camperdown/Darlington
- Mode of delivery: Block Mode
- Duration: Semester 2
3. individual assignment describing an insight learnt in the class and how this insight can be applied theoretically and practically. This assignment is worth 50% of the overall grade.

**PMGT6867 Quantitative Methods: Project Management**

Credit points: 6  
Session: Semester 1, Semester 2  
Classes: Session 1: 3 hours per week (evening); Session 2: Online  
Campus: Camperdown/Darlington  
Mode of delivery: Normal (lecture/lab/tutorial)  
Evening

This unit has been designed to teach understanding of the principles to plan, manage and deliver project scope, time and cost.  
- To develop underpinning knowledge of scope, time and cost management as applied to projects  
- To provide practical examples and opportunities to apply the relevant section of PMBOK to understanding the management of scope, time and cost on projects  
- To initiate process of reflective learning and evidence development for competencies in the areas of scope, time and cost management.

Topics include:  
- Project Integration  
- Project Scope Management  
- Project Time Management  
- Project Cost Management  
- Project Quality Management  
- Project Risk Management

Textbooks  

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**Project units of study**

**COMP5703 Information Technology Project**

Credit points: 12  
Session: Semester 1, Semester 2  
Classes: Eight hours of practical work per week.  
Campus: Camperdown/Darlington  
Mode of delivery: Normal (lecture/lab/tutorial)  
Day

Note: Department permission required for enrolment.

Specialist/Elective/Project

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**Research Path units of study**

**COMP5702 IT Research Project A**

Credit points: 12  
Session: Semester 1, Semester 2  
Classes: Eight hours of practical work per week.  
Campus: Camperdown/Darlington  
Mode of delivery: Normal (lecture/lab/tutorial)  
Day

Note: Department permission required for enrolment.

Specialist/Elective/Project

**COMP5704 IT Research Project B**

Credit points: 6  
Session: Semester 1, Semester 2  
Classes: Four hours of practical work per week.  
Campus: Camperdown/Darlington  
Mode of delivery: Normal (lecture/lab/tutorial)  
Day

Note: Department permission required for enrolment.

Specialist/Elective/Project

**INFOS993 IT Research Methods**

Credit points: 8  
Session: Semester 1, Semester 2  
Classes: One 3 hour scheduled small-group class per week, plus 9 hours per week private work (including interaction with research supervisors).  
Prohibitions: INFOS4990  
Assumed knowledge: Elementary statistics  
Campus: Camperdown/Darlington  
Mode of delivery: Normal (lecture/lab/tutorial)  
Day

Note: Department permission required for enrolment.

This unit will provide an overview of the different research methods that are used in IT. Students will learn to find and evaluate research on their topic and to present their own research plan or results for evaluation by others. The unit will develop a better understanding of what research in IT is and how it differs from other projects in IT. This unit of study is required for students in IT who are enrolled in a research project as part of their Honours or MIT/MITM degree. It is also recommended for students enrolled or planning to do a research degree in IT and Engineering.