COURSE OUTLINE

Department/ Faculty:	Information Systems/Computing	**Page:**	1 of 5	
Course code:	SCSP 1513	**Academic Session/Semester:**		20192020/1
Course name:	Technology and Information Systems	**Pre/co requisite (course name and code, if applicable):**		-
Credit hours:	3			

Course synopsis	As a primer subject, this course will introduce students to information systems and technology (IS/IT), as well as its uses in daily life both at home and at work. Various aspects of IS/IT encompassing hardware, software, network, communications, internet, multimedia, graphics and systems applications will be introduced. Students will be equipped with basic skills in handling PC installation and productivity tools via practical work in the labs, which shall comprise a major part of the study. At the end of the course, student should be able to distinguish basic IS/IT component and applications.			
Course lecturer(s)	**Name**	**Office**	**Tel (07-55)**	**E-mail (@utm.my)**
	Dr Zuraini Ali Shah (01)	**N28A-05-10-01**	**38808**	**aszuraini@utm.my**
	Dr Aryati Bakri (P) (02)	**N28-402-09**	**32408**	**aryati@utm.my**
	Dr Haswadi Hassan (03)	**N28 439-10**	**32311/019 7305636**	**haswadi@utm.my**
	Dr Ruhaidah Samsudin (04)	**N28 305-04**		**ruhaidah@utm.my**
	Dr Adila Arbain (05)			
	Dr Aryati Bakri (06)	**N28-402-09**	**32408**	**aryati@utm.my**
	Dr Sarina Sulaiman (07)	**N28A 05-09-01**	**38807/019 7904856**	**sarina@utm.my**
	Dr Haswadi Hasan (08)	**N28 439-10**	**32311/019 7305636**	**haswadi@utm.my**
	Dr Adila Arbain (09)			

Mapping of the Course Learning Outcomes (CLO) to the Programme Learning Outcomes (PLO), Teaching & Learning (T&L) methods and Assessment methods:

No.	CLO	PLO (ICGPA CODE)	Weight (%)	*Taxonomies and **generic skills	T&L methods	***Assessment methods
CLO1	To demonstrate the assembly of computer hardware and the use of computer software	PLO1 (KW)	70	C4	Lab work	Assignment, Test
CLO2	To differentiate different types of information systems	PLO1 (KW)	10	C4	Lecture, active learning	Assignment
CLO3	To identify the requirements and job specification in brief for a career in IT.	PLO8 (AD)	20	AD2	Lecture, industry visit	Industry Visit Report.

Refer *Taxonomies of Learning and **UTM's Graduate Attributes, where applicable for measurement of outcomes achievement
***T - Test; IP - Individual Project; A – Assignment; PL - Public Lecture Report; IV - Industry Visit Report.

Details on Innovative T&L practices:

Prepared by:	Certified by:
Name: Nazmona Mat Ali (Course Owner)	Name: PM. Dr. Roliana Ibrahim (Head of Department)
Signature:	Signature:
Date: 26 August 2017	Date:

	Type	**Implementation**
1.	Active learning	Conducted through in-class activities, for example Two-Minute Paper, Think-Pair Share, Note Checking, Reflection and JIGSAW.
2.	Project-based learning	Each student is required to complete his/her own e-portfolio that can be accessed through student portal developed by CICT UTM. The purpose of this project is to enable students to collect all evidences of his/her learning journey over time during study in UTM. This would be a great benefit to the students when they applying jobs after graduating from the university and as a part of lifelong learning.
3.	Industry visit	Industry visit is an approach of work-based learning and be a part of NALI (New Academic Innovative Learning). From industry visit, students can clearly understand the role of ICT in various types of organisations e.g. ICT as core business of organizations or ICT as a business enabler. In addition, the students can identify the requirements and job specifications for a career in ICT.
4.	Lab work	Students are required to assemble and reassemble computer hardware and this lab work will be done in small groups.

Weekly Schedule:

Week 1 **8/9/19**	**Design Thinking** **Public Holiday: 9/9/19**	Assignment #1: Design Thinking (Group) Assignment #2: Video (Group)
Week 2 **15/9/18**	**CHAPTER 1**: Overview of Technology and Information Systems (People, Software, Hardware, Data, connectivity) **Public Holiday: 16/9/19 & 18/9/19: NALI Exhibitions**	Lecturer
Week 3 **22/9/19**	**CHAPTER 2**: The Internet, The Web and Electronic Commerce **CHAPTER 3**: Basic Application Software and Specialized Application Software	Lecturer
Week 4 **29/9/19**	***Industry Visit – CICT, UTM***	Industry Report #1: (Group)
Week 5 **6/10/19**	**CHAPTER 4**: System Software and **CHAPTER 5**: The System Unit	Presentation Design Thinking
Week 6 **13/10/19**	**CHAPTER 6**: Input and Output **CHAPTER 7**: Secondary Storage	Presentation Design Thinking
Week 7 **20/10/19**	***Hands-on PC Assemble & Installation (Setup) of Computer Program***	Assignment #3: (Individual: PC Assemble)
Week 8 **27/10/19**	MID TERM BREAK (27-31/10/2019) **27/10/19 Deepavali**	
Week 9 **3/11/19**	Mid-Term Test (4/11/19): Lab 5-6 pm	Objective (E-learning)
Week 10 **10/11/19**	***Industry Visit***	Industry Report #2: (Group)
Week 11 **17/11/19**	**E-portfolio**	
Week 12	**CHAPTER 8**: Communications and Network	Presentation Design Thinking

24/11/19	**CHAPTER 9**: Privacy and Security	
Week 13 1/12/19	**CHAPTER 10**: Information Systems **CHAPTER 11**: Databases	Presentation Design Thinking
Week 14 8/12/19	**CHAPTER 12**: Systems Analysis and Design **CHAPTER 13**: Programming and Languages	Presentation Design Thinking
Week 15 15/12/18	Project Presentation (E-portfolio)	Project (Individual)

Transferable skills (generic skills learned in course of study which can be useful and utilised in other settings):

Team working
Writing technical report
Reflection report

Effective learning time (ELT) details:

Distribution of student Learning Time (SLT) Course content outline	Guided Learning (Face to Face)				Teaching and Learning Activities		TOTAL ELT
					Guided Learning Non-Face to Face	Independent Learning Non-Face to face	
CLO	**L**	**T**	**P**	**O**			
CLO 1	18h		2h			70h	**90h**
CLO 2	10h	1h			1h	10h	**20h**
CLO 3	6h		2h		2h	10h	**20h**
Total ELT	**34h**	**2h**	**5h**		**4h**	**90h**	**130h**

	Continuous Assessment	PLO	Percentage	Total ELT
1	Assignment #1 (Design Thinking) - Report	KW	10	**2h**
	Assignment #2 (DT- Video)	KW	10	**2h**
	Presentation (DT)	KW	5	**1h**
	Assignment #3 (Lab - PC)		5	**2h**
2	Industry Visit Report #1- CICT (Format: Report)	AD	10	**3h**
	Industry Visit Report #2 – (Format: News)	AD	10	**3h**
	NALI 2019 18 September 2019 (Format: Poster)		10	**3h**
3	Test (E-learning) 4.11.19	KW	20	**1h**
4	Individual Project (E-portfolio UTM)	AD	20	**3h**
Total				**20h**
Grand Total ELT				**150h**

Special requirement to deliver the course (e.g: software, nursery, computer lab, simulation room):

Computer hardware for assembling activity, Windows 10, Adobe Photoshop, Movie Maker, Powtoon,

Learning resources:

Text book (if applicable)

O'Leary et. al (2017), "Computing Essentials 2017 - 26th Edition", McGraw Hill

Main references

Misty E. Vermaat et. al (2017), "Enhanced Discovering Computers ©2017", Course Technology

Joseph Valacich & Christoph Schneider (2015), "Information Systems Today: Managing in the Digital World (7th Edition) 7th Edition", Pearson

Additional references

Misty E. Vermaat et. al (2016), "Shelly Cashman Series Microsoft Office 365 & Office 2016: Introductory 1st Edition", Course Technology

Online

http://elearning.utm.my

Academic honesty and plagiarism:

Copying of work (texts, lab results etc.) from other students/groups or from other sources is not allowed. Brief quotations are allowed and then only if indicated as such. Existing texts should be reformulated with your own words used to explain what you have read. It is not acceptable to retype existing texts and just acknowledge the source as a reference. Be warned: students who submit copied work will obtain a mark of **zero** for the assignment and exams and disciplinary steps may be taken by the Faculty. It is also unacceptable to do somebody else's work, to lend your work to them or to make your work available to them to copy.

Other additional information (Course policy, any specific instruction etc.):

1. Attendance is compulsory and will be taken in every lecture session. Student with less than 80% of total attendance is not allowed to sit for final exam.
2. Students are required to behave and follow the University's dressing regulation and etiquette all the timel.
3. Exercises and tutorial will be given in class and some may be taken for assessment. Students who do not do the exercise will lose the coursework marks for the exercise.
4. Assignments must be submitted on the due dates. Some points will be deducted for late submissions. Assignments submitted three days after the due date will not be accepted.
5. Make up exam will not be given, except to students who are sick and submit medical certificate confirmed by UTM panel doctors. Make up exam can only be given within one week of the initial date of exam.

	Assessment	PLO1	PLO1	PLO1	Total
		C01	CO2	CO3	
1	Assignment #1	10			10
	Assignment #2	10			10
	Assignment #3	5			5
	Assignment #3	5			5
2	Industry Visit Report #1		10		10
	Industry Visit Report #2			10	10
	Industry Exibition #3			10	10
3	Mid-Term Exam	20			20
4	Project, E-portfolio	20			20
	TOTAL PLO	70	10	20	100

Disclaimer: