



Course Outline (Higher Education)

School:	Federation Business School
Course Title:	LEAD AND MANAGE INFORMATION COMMUNICATION TECHNOLOGY
Course ID:	BUICT1501
Credit Points:	15.00
Prerequisite(s):	Nil
Co-requisite(s):	Nil
Exclusion(s):	Nil
ASCED:	080399

Description of the Course:

This course enables students to develop the skills and knowledge required to effectively lead and facilitate a team environment within any industry. Key areas of focus are on maintaining professional and ethical conduct within the team environment and when dealing with stakeholders in an Information and Communications Technology (ICT) environment and working with colleagues to manage and resolve problems in an Information and Communications Technology (ICT) environment. Students will become familiar with the technology needs of organisations and establish skills to design a database that meets identified requirements.

Grade Scheme: Graded (HD, D, C, P, MF, F, XF)

Placement Component: No

Supplementary Assessment: Yes

Where supplementary assessment is available a student must have failed overall in the course but gained a final mark of 45 per cent or above and submitted all major assessment tasks.

Program Level:

Level of course in Program	AQF Level of Program					
	5	6	7	8	9	10
Introductory			✓			
Intermediate						
Advanced						

Learning Outcomes:**Knowledge:**

- K1.** Explain the processes for conducting data analysis, data types and data structures, query and report design
- K2.** Differentiate the data modelling procedures related to conceptual data model development
- K3.** Explain the importance of database management system (DBMS) design phase fundamentals including redundancy identification methodologies and encryption
- K4.** Describe functions and features of data types and data structures, and of databases including logical design concepts and object model design concepts
- K5.** Explain the importance of an organisations domain and business structure
- K6.** Recognise the important features and capabilities of industry standard hardware and software products
- K7.** Outline the ethical and legal standards pertinent to ICT industry and be familiar with federal, state and territory legislation and policies applicable to ICT
- K8.** Define the quality assurance practices applicable to both the organisation and stakeholders

Skills:

- S1.** Use a variety of relevant communication tools and strategies in building and maintaining effective working relationships
- S2.** Plan, organise and implement work activities in line with organisational policies and procedures
- S3.** Analyse and evaluate complex text to determine legislative and organisational standards, and apply information to organisational policies and processes
- S4.** Integrate information and ideas from a range of sources, utilise support materials and specialised and cohesive language in a format and style applicable to audience and organisation in order to implement and manage change
- S5.** Use a combination of formal, logical planning processes and an increasingly intuitive understanding of context to identify relevant information and risks, identify and evaluate alternative strategies and resources
- S6.** Address complex problems involving multiple variables, using formal analytical, lateral thinking techniques, experience, and knowledge to focus in on root causes

Application of knowledge and skills:

- A1.** Make measurements and perform calculations for work layout, determine field lengths and table size and estimate database size
- A2.** Apply high level communication skills when working with team members including opportunities for feedback
- A3.** Identify and implement development opportunities for others
- A4.** Determine, plan and implement ICT support and resolution services
- A5.** Apply legislation and standards and contribute to policy and procedures improvements in code of ethics and privacy policy documents
- A6.** Design, develop and implement a simple database on at least one occasion.
- A7.** Document the database requirements, design plan and procedures

Course Content:

Topics may include:

- Workplace teams, roles and responsibilities
- Leading teams
- Monitoring team performance
- Identifying learning and development opportunities to improve team and individual performance and behaviours
- Industry standard intellectual property (IP) and copyright legislation, policies and procedures
- Organisational policy and industry standard legislation
- Organisational privacy policy and procedures
- Ethical work practices
- Integrity, confidentiality, security and of information Establish and document review and grievance procedures and submit to required personnel
- Problem identification and resolution
- Service level agreement (SLA) procedures and processes
- Databases including functionality requirement, user-needs analysis technical requirements
- Data types
- Document attributes, normalised data and ER diagram
- Database management system constraints and incorporate into database design
- Develop and document database backup and restore procedure
- Database and documentation

Values:

- V1.** Balance the needs of the business, their teams and individual employees
- V2.** Appreciate the role of human capital formation in building innovative capacity
- V3.** Appreciate the contingent basis of technology commercialisation in a world of uncertainty
- V4.** Integrate technology processes in solving technological problems to meet the demands of the business

Graduate Attributes

The Federation University Federation graduate attributes (GA) are entrenched in the [Higher Education Graduate Attributes Policy](#) (LT1228). FedUni graduates develop these graduate attributes through their engagement in explicit learning and teaching and assessment tasks that are embedded in all FedUni programs. Graduate attribute attainment typically follows an incremental development process mapped through program progression. **One or more graduate attributes must be evident in the specified learning outcomes and assessment for each FedUni course, and all attributes must be directly assessed in each program**

Graduate attribute and descriptor		Development and acquisition of GAs in the course	
		Learning Outcomes (KSA)	Assessment task (AT#)
GA 1 Thinkers	Our graduates are curious, reflective and critical. Able to analyse the world in a way that generates valued insights, they are change makers seeking and creating new solutions.	K1, K2, K3, K4, K5, K6, K7, K8, S1, S3, S4, S5, S6, A2, A3, A6	AT1, AT2, AT3
GA 2 Innovators	Our graduates have ideas and are able to realise their dreams. They think and act creatively to achieve and inspire positive change.	K2, S1, S5, S6, A3,	AT2, AT3

Graduate attribute and descriptor		Development and acquisition of GAs in the course	
		Learning Outcomes (KSA)	Assessment task (AT#)
GA 3 Citizens	Our graduates engage in socially and culturally appropriate ways to advance individual, community and global well-being. They are socially and environmentally aware, acting ethically, equitably and compassionately.	K7,S5,A3	AT2, AT3
GA 4 Communicators	Our graduates create, exchange, impart and convey information, ideas, and concepts effectively. They are respectful, inclusive and empathetic towards their audience, and express thoughts, feelings and information in ways that help others to understand.	K1, K3, K5, S1, S4, A2, A7	AT1, AT2, AT3
GA 5 Leaders	Our graduates display and promote positive behaviours, and aspire to make a difference. They act with integrity, are receptive to alternatives and foster sustainable and resilient practices.	K3, K5, K8, S1, S2, S3, S5, S6, A2, A3, A4,	AT1, AT2, AT3

Learning Task and Assessment:

Learning Outcomes Assessed	Learning Tasks	Assessment Type	Weighting
K1,K2,K3,K4,K5,S1-6,A1,A4,A5,A6,A7	Folio of tasks and activities	Folio	20-30%
K1,K3,K4,K5,K6,K7,K8,S1,S2,S3,S4,S5,S6,A2,A4,A6,A7	Individual project/assignment	Individual task	30-40%
K8,S1-6,A2,A3,A6,A7	Practical Application Tasks/Activities	Practical Tasks	30-40%

Adopted Reference Style:

APA

Refer to the [library website](#) for more information

Fed Cite - [referencing tool](#)