

Designation: - Core Module – **Information System Management** (4260) - Research, Analysis and Academic Reading

Grade	Research, Analysis and Academic Reading
<b>DISTINCTION</b>	<ul style="list-style-type: none"><li>• The candidate undertakes extensive reading and research that can be used to effectively evaluate the organisation's current MISs against existing and future information requirements</li><li>• The focus of the research will be within the organisation, within the sector/s of operations and may well extend to the global environment</li><li>• Research should address both qualitative and quantitative aspects of information systems, as well as the efficiency of storage, manipulation and retrieval of data in forms that are useful to operational and strategic management decision making</li><li>• Research should address the time-frame within which such systems need to operate and the efficiency with which managers are alerted to deviations from planned targets/activities/intentions by the use of automatic PI/PM information systems</li><li>• The research should include the storage of appropriate historical data, its retrieval and, where appropriate, the projection of trends in order to aid decision making</li><li>• A key aspect of the research will be on the organisation's requirement for data/information formatting, its presentation as well as how to avoid information/data overload that hinders management decision making or obscures useful data/information messages</li><li>• Research should include the current and increasing impact that electronic information systems have on the way in which the organisation is managed and the changing role of managers as well as the impact on paper and other types of information systems</li><li>• The outcomes of research should clearly indicate where this module draws from and contributes to other Diploma in Management modules, for instance, HR, Finance, Strategic, Change, Marketing and so on</li></ul>

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<b>MERIT/PASS</b>	<ul style="list-style-type: none"> <li>• The candidate undertakes reading and research that can be used to evaluate the organisation’s current MISs against its existing and possibly future information requirements</li> <li>• The research will mainly be within the organisation and its operating sector/s but may extend beyond these. However, this is likely to depend on the organisation’s products/services and its area/s of marketing</li> <li>• Research should attempt to address both qualitative and quantitative aspects of information systems, include the storage, manipulation and retrieval of data in forms that are useful to operational and strategic management decision making, although there may be a bias in the research in some of these aspects</li> <li>• Research should include the importance of the timeliness of data/information collection and presentation, as well as identify current and future organisational needs for automatic PI/PM information or ‘What if’ systems</li> <li>• The storage of historical data, its ready retrieval and, where appropriate, the projection of trends over time in order to aid decision making, as well as its ease of use, should be included in the research. The strategic or operational nature of this may not be equally well developed</li> <li>• An aspect of the research that should be included is on data/information formatting and presentation, as well as how to avoid information/data overload that hinders decision making</li> <li>• Research should include the increasing impact that electronic information systems have, or will have, on the way the organisation is managed</li> <li>• The research should indicate Information Management systems relationship to other aspects of management such as HR, or Finance, or Strategic Management</li> </ul>

Grade	Research, Analysis and Academic Reading
<b>FAIL</b>	<ul style="list-style-type: none"> <li>• The candidate undertakes research but it fails to directly relate to the organisation’s current MISs and does not to meet current or future information requirements</li> <li>• The research is limited to the organisation but it may make passing reference to the appropriate operating sector/s. It is unlikely to be extensive</li> <li>• The research attempts to address qualitative and quantitative aspects of information systems, the storage, manipulation and retrieval of data in forms that are useful to operational/strategic management decision making, but it is at insufficient depth to be of real value because of omissions or the inappropriate currency of data or the inappropriate way in which data is translated into information</li> <li>• Timeliness of data/information collection and presentation, as well as the identification of current and future organisational needs for automatic PI/PM information systems is ineffectively researched</li> <li>• The importance of the storage of historical data is not fully understood through the research; for example, its ready retrieval may be inappropriate for the organisation, as it does not cover trends over time, security, formatting that will aid strategic or operation decision making</li> <li>• An aspect that is not reasonably explored is the danger of too much or inappropriate data ‘clogging-up’ MISs or the decision making processes</li> <li>• The increasing impact of electronic information systems and how they impact on the management of the organisation is poorly explored</li> <li>• The research fails to effectively link to the contents of this module with the contents of other Diploma modules</li> </ul>

Grade	Application of Theory to Practice
<b>DISTINCTION</b>	<ul style="list-style-type: none"> <li>• The candidate should demonstrate application of theory by developing an in-depth critique of existing practices against ‘best practices’</li> <li>• The critique should include an evaluation of the organisation’s needs against the current MISs provision. This aspect should address how information is captured, stored, retrieved, interpreted into useable information, data presentation and all these aspects should be at both operational as well as strategic decision making levels</li> <li>• The various costs associated with these activities should be assessed in the light of the value they bring to the organisation’s decision making processes, as well as how associated costs might be reduced</li> <li>• The candidate should clearly show how the growing importance of timely and relevant data/information is the ‘life blood’ of decision making for both operational and strategic management and indicate how the security and access to this data/information is likely to be a key concern of those involved in management decisions</li> <li>• Part of the candidate’s report will need to make very clear their understanding of the application of theory to practice by projecting how information management activity at all levels will impact on the organisation and in particular the ever increasing shortening of ‘response’ times for many aspects of operations/strategy and that this may be counter to existing organisational culture</li> <li>• The candidate will also need to demonstrate the practical application of MIS theory by illustrating the various types of data, how best to assess their reliability, robustness and currency as using ‘poor’ information may be more damaging to the organisation than using no data at all</li> <li>• The candidate will also need to assess how the ‘need to know’ principles, and other protocols, can be applied in practice and how access to information is restricted to those who require it as part of their operational and strategic duties, as opposed to a ‘nice to know’ or ‘just in case’ basis</li> </ul>

Grade	Application of Theory to Practice
<b>MERIT/PASS</b>	<ul style="list-style-type: none"> <li>• The candidate provides a sound application of theory within their organisation by developing an effective critique of existing organisational practices against 'best emerging practice from within the sector of operations</li> <li>• The critique includes a form of evaluation of organisation's needs against the current information provision. This addresses how data/information is captured, stored, retrieved, interpreted, presentation for use at operational and strategic levels, although there may be some bias in one of the two levels</li> <li>• The efficiency associated with these activities is assessed for Cost:Benefit and may include recommendations concerning how the costs may be reduced</li> <li>• The candidate indicates the growing importance of timely and relevant data/information to the decision-making processes for operational and strategic management</li> <li>• Security and access to this data/information is an aspect covered by the candidates</li> <li>• Part of the report will need to show the increasing need for managers to have reliable and up to date data/information as it impacts on the organisation and in particular how the ever increasing shortening of 'response' times for many aspects of operations/strategy may relate to existing organisational culture</li> <li>• The candidate should demonstrate the application of MIS theory by illustrating the various types of data used, the ways it can be assessed for their reliability, and robustness and perhaps include how the use of 'poor' data may adversely impact on the organisation</li> <li>• The candidate will need to assess how access to the MISs is controlled and how other protocols need to be applied within the organisation</li> </ul>

Grade	Application of Theory to Practice
<b>FAIL</b>	<ul style="list-style-type: none"> <li>• The candidate fails to indicate application of theory to practice within their organisation as they do not develop a suitable critique of existing practices</li> <li>• Any critique presented fails to include an in-depth evaluation of the organisation’s needs against their current MISs provision. This aspect does not adequately address how information is captured, stored, retrieved, interpreted into useable information at both operational and strategic decision making levels</li> <li>• The costs associated with these activities are only superficially assessed in the light of the value they bring to the organisation’s decision making processes</li> <li>• The candidate does not clearly show the growing importance of timely and relevant data/information in decision making for both operational and strategic management and fails to sufficiently stress the importance of security and access to data/information held within the MIS</li> <li>• The candidate fails to adequately make clear their understanding of how Information Management Theory, when translated into practice, will impact on the organisation and in particular the ever increasing shortening of ‘response’ times for many aspects of operations/strategy management</li> <li>• The candidate does not adequately demonstrate the practical application of MIS theory by highlighting the various types of data, how best to assess their reliability, their robustness and currency and how by using ‘poor’ information it may be more damaging to the organisation that using no data at all</li> <li>• The candidate does not assess how the ‘need to know’ principles, and other protocols, can be applied in practice and how access to information should be restricted to those who require it as part of their operational and strategic duties, as opposed to it being on a ‘nice to know’ or ‘just in case’ basis</li> </ul>

Grade	Overall Quality of the Report
<b>DISTINCTION</b>	<ul style="list-style-type: none"> <li>• The candidate should provide an up-to-date and detailed evaluation of the organisation’s information needs and how the current MISs meets, or does not meet, these in terms of the way it supports the performance and effectiveness of the organisation. Such an evaluation will include data capture, storage, retrieval, presentation, interpretation, response times, modifications to meet changing needs, access and security as well as associated financial costs</li> <li>• The evaluation must be pitched at both the strategic and operational levels of the organisation and should also include a comparison with similar organisations operating within the industrial, commercial or NFP context</li> <li>• The report will need to explain how information is created from internally and externally sourced data and outline the stages in such transformation so that it aids the decision making at the various levels of the organisation</li> <li>• The report should include the likely changing needs of the organisation in the near, middle and distant planning horizons and how, as well as by what means, the MISs will need to be changed, or even new systems introduced to meet such evolving requirements. In order to effectively do this, the report should contain an analysis of the business’s current and future requirement/s</li> <li>• An assessment should be included in the report which addresses the effectiveness and efficiency with which all MISs within the organisation are linked and how they avoid information/data overload that leads to obscuration of changes and trends that will adversely impact on organisational effectiveness</li> </ul>

Grade	Overall Quality of the Report
<b>MERIT/PASS</b>	<ul style="list-style-type: none"> <li>• The candidate should provide a current evaluation of the organisation’s information needs and how the existing MISs meets, or does not meet, these in terms of their effectiveness in supporting the improvement in performance and effectiveness of the organisation. The evaluation should explicitly or implicitly include aspects such as, data capture, storage, retrieval, presentation, interpretation, response times, modifications to meet changing needs, access and security, as well as reference to associated financial costs</li> <li>• The evaluation should be pitched at the strategic and operational levels of the organisation, but there may be some bias in this. The assignment should include some form of comparison with similar organisations operating within the same industrial or commercial sectors or NFP environment</li> <li>• The report should explain how information is generated from internally and externally sourced data and should cover the stages in the transformational decision-making process at a number of sub-unit levels of the organisation</li> <li>• The report should include the possible changing needs of the organisation in various planning horizons and how, as well as by what means, the organisation’ s MISs will need to be changed, or even new systems introduced if evolving requirements are to be met. The is likely to contain an analysis of the business’s current and future information requirement/s</li> <li>• The report should include an assessment that addresses the effectiveness with which MISs within the organisation are organised and how this avoids information/data overload that might lead to poor decisions being made because of the obscuration of trends that will impact on organisational effectiveness</li> </ul>

Designation: - Option Module – **Information System Management** (4260) - Overall Quality of the Report

Grade	Overall Quality of the Report
<b>FAIL</b>	<ul style="list-style-type: none"> <li>• The candidate’s evaluation does not provide an up to date effective assessment of the organisation’s information needs and how these are met, or not met, by the current MISs, in terms of support to the improvement in performance and effectiveness of the organisation. Such an evaluation will fail to include an adequate assessment of data capture, storage, retrieval, presentation, interpretation, response times, modification to meet changing needs, access and security as well as associated financial costs</li> <li>• The evaluation is not pitched at both the strategic and operational levels of the organisation and does not include a suitable comparison with similar organisations operating within the industrial, commercial or NFP sectors</li> <li>• The report does not adequately explain how information is created from internally and externally sourced data and fails to outline the stages in data transformation that might aid the decision making processes at the various levels of the organisation</li> <li>• The report is static in that it does not project the organisation’s changing needs in its near, middle and distant planning horizons and fails to indicate how the MISs will need to be changed, or new systems introduced. In order to effectively do this the report must at least contain an analysis of the business’s current and future information requirement/s</li> <li>• The report does not include an assessment that addresses the effectiveness or efficiency with which the MISs within the organisation are linked</li> <li>• Little or no reference is made in the report to the methods adopted to avoid information/data overload</li> </ul>

