

UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
Cambridge International Diploma in Management
Higher Professional Level

INFORMATION SYSTEMS MANAGEMENT

4260/01

Core Module

Valid between 1 January 2006 and 31 December 2006

READ THESE INSTRUCTIONS FIRST

You should read the assignment carefully.

It is important to complete the **Assignment Cover Sheet** when you have finished your work. You must complete the details and sign the declaration to confirm that the assignment is all your own work and your tutor must sign to verify that it is your own work.

The length of the assignment must be no more than 4000 words. Marks will be deducted from assignments that exceed the word limit.

This document consists of **3** printed pages.



Information Systems Management – Core Module

Title: Managing Information through Effective Systems

Your start point for undertaking this assignment is to familiarise yourself with the syllabus for this module and the associated assessment objectives and competence criteria.

For your assignment you should work with your own organisation or one that is familiar to you. Describe the organisation, its purpose, products and/or services and the department or project you work for (or the department/project you have selected).

Explain the importance of information systems management to organisational success, from a practical and conceptual point of view. Describe how your own department or project manages information. You should include details of the information that the department or project handles regularly in order to achieve its objectives. Also include the sources of this information, how information technology is currently used and how information systems operate. Explain how information is recorded, stored securely and safely disposed of. Critically review the sources of information employed by your department/project.

Using the information you have now gained, critically evaluate the effectiveness of the current information systems in meeting strategic and operational objectives. Identify changes that are likely to take place in the future and describe how these might impact on the management of information. You should take into consideration issues such as knowledge management, operational and strategic information management, issues of confidentiality and risk, and changes in technology. Identify areas or aspects of your existing systems which are in need of improvement.

Using a range of sources, identify changes that could be made to your information systems that will help to address the improvement issues identified. At least one of these options must be information technology based. Evaluate the options and make recommendations for change which are based on your research and include a cost benefit analysis.

Write a summary report describing how the effective management of information enhances the overall management of your organisation and department/project. Your report should also show how well your organisation is managing information and how information technology is changing the way in which your organisation and department/project operates.

You must include in your assignment report all documentation, notes and materials generated from each stage of the study.

You are not expected to include confidential information on your organisation, its personnel or performance.

In writing the report, you should adopt an appropriate business format and show how knowledge and understanding of information systems management have been applied in line with the module syllabus. You should include in your report your research methodology.

At the start of your assignment report, indicate the number of words used which should not exceed the maximum permitted total of 4000.

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