



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

INFORMATION SYSTEMS MANAGEMENT

4260/01

Core Module

Valid between 1 January 2007 and 31 December 2007

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.

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



Information Systems Management – Core Module

Title: Information Needs and Flows for Successful Management

Your start point for undertaking this assignment is to familiarise yourself with the module syllabus and the associated assessment objectives and competence criteria so that your understanding and application of them will feature in your submitted report.

For this 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) and your involvement with it.

Briefly describe why and how the management of information has changed over recent years, including the contribution information management makes to effective organisations and the development of systems for information management and knowledge management. Include the impact that information technology has made on organisational management in recent times.

Focusing on your department or project, describe the information that is regularly managed, how data/information flows through the department or project and how this contributes to the achievement of objectives. Distinguish between the different levels of information and how such information and knowledge is used. This can be presented diagrammatically. Clearly indicate how information technology is used in the management of information.

Describe the present system for managing information and knowledge. Explain how data/information is recorded, stored and disposed of. Also include procedures for security and compliance with legal and ethical issues. Identify what can or does go wrong with the current system and the possible reasons for this. Critically review the sources of data/information used by your department or project.

Using the information you have researched, critically evaluate the effectiveness of the current information systems in meeting strategic and operational objectives. Review the objectives for your department or project for the future and identify future challenges for your information and knowledge management systems. This should take into account operational, tactical and strategic information management, issues of confidentiality, risk/threat as well as changes in technology and how this may impact on the organisation's practices. Identify areas for improvement in your present systems and/or the ways they are managed.

Research options for change that will improve the systems or organisational management. At least one of these options must be IT based. Critically evaluate these and identify the most appropriate option. Include cost implications.

Write a proposal to an appropriate manager making recommendations for change. Justify these on the basis of your research and the future plans of the organisation, department or project.

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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