UNSW Business School

School of Information Systems and Technology Management

INFS5929
Managing IS/IT Risk

Course Outline
Semester 2, 2017

Course-Specific Information

The Business School expects that you are familiar with the contents of this course outline. You must also be familiar with the Course Outlines Policies webpage which contains key information on:
• Program Learning Goals and Outcomes
• Academic Integrity and Plagiarism
• Student Responsibilities and Conduct
• Special Consideration
• Student Support and Resources

This webpage can be found on the Business School website:
https://www.business.unsw.edu.au/degrees-courses/course-outlines/policies

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COURSE-SPECIFIC INFORMATION

1   STAFF CONTACT DETAILS

Position	Name	Email	Room	Phone	Consultation
Lecturer-in-charge	Dr Lesley Land	l.land@unsw.edu.au	QUAD2099A	9385 4738	Mon and Tue 4.45-5.45pm

2   COURSE DETAILS

2.1   Teaching Times and Locations

Lectures start in Week 1(to Week 12): The Time and Location are:

Tue 6-9, Goldstein G03 (K-D16-G03)

2.2   Units of Credit

The course is worth 6 units of credit.

2.3   Summary of Course

Information systems and information technology (IS/IT) underpin the operation of most facets of most organizations. IS/IT provide means by which organizations process their transactions, the mechanisms by which business stakeholders communicate, the information required to manage the performance of the business, and the capability for the business to pursue its strategic plans.

The reliance on IS/IT by organizations does, however, involve a broad range of risks to both the IS/IT itself and to the organization, and these risks need to be identified and managed. These risks relate to the correct operation of the systems themselves, the integrity and security of the data, information and intellectual property they manage, the development and implementation of new systems and the improvement of existing systems. Poor management of these IS/IT risks can create business risks that have implications for the business's ability to continue its day to day operations, meet its obligations, its reputation and its strategic plans. This course investigates these risks in a systematic manner and looks at the current theory, methods and best practice for their identification, assessment, analysis and mitigation.

2.4   Course Aims and Relationship to Other Courses

This course aims to familiarise you with the key concepts, practices and issues in the management of information systems and Information Technology risk management and provide you with sufficient practical and theoretical knowledge of the area so that you will be able to meaningfully participate in, or interact with, this aspect of business management. In addition to providing these domain skills we will also be looking to enhance your communication, presentation, problem solving and critical thinking skills through class work and assignments.

This course will be of benefit to all IS/IT and business practitioners who are interested in how information systems and IT risks are managed and have career aspirations of a senior role in business/IT management or consulting. The course would also be very

useful for those who envisage, or perhaps already have, launched their own business ventures.

INFS5929 is a core course in the Masters of Information Systems Management and is an elective in several postgraduate programs of UNSW Business School. INFS5929 has as a prerequisite either INFS5885 OR INFS5978 OR enrolment in Program (8425 OR 8426 OR 8435) OR in Stream (RISKMS8404 OR RISKMS8417).

2.5 Student Learning Outcomes

The learning outcomes for this course include:

1. Explain the importance of managing the risks relating to IS/IT in an organisation and the contemporary approaches to managing these risks.
2. Identify and discuss the key IS/IT risks associated with business operations, systems development and implementation, IS/IT sourcing approaches and IS/IT strategy.
3. Explain how the key IS/IT risks associated with business operations, systems development and implementation, IS/IT sourcing and IS/IT strategy are best managed.
4. Explain how organisations can best identify, analyse and monitor their IS/IT risks.
5. Plan and undertake a preliminary analysis of an organisation's IS/IT risks using common IS/IT risk analysis tools and techniques.

The Course Learning Outcomes are what you should be able to DO by the end of this course if you participate fully in learning activities and successfully complete the assessment items.

The Learning Outcomes in this course also help you to achieve some of the overall Program Learning Goals and Outcomes for all postgraduate coursework students in the Business School. Program Learning Goals are what we want you to BE or HAVE by the time you successfully complete your degree (e.g. 'be an effective team player'). You demonstrate this by achieving specific Program Learning Outcomes – what you are able to DO by the end of your degree (e.g. 'participate collaboratively and responsibly in teams').

For more information on Program Learning Goals and Outcomes, see the School's Course Outlines Policies webpage available at https://www.business.unsw.edu.au/degrees-courses/course-outlines/policies.

The following table shows how your Course Learning Outcomes relate to the overall Program Learning Goals and Outcomes, and indicates where these are assessed (they may also be developed in tutorials and other activities):

Program Learning Goals and Outcomes		Course Learning Outcomes	Course Assessment Item
This course helps you to achieve the following learning goals for all Business postgraduate coursework students:		*On successful completion of the course, you should be able to:*	*This learning outcome will be assessed in the following items:*
1	Knowledge	• Explain the importance of managing the risks relating to IS/IT in an	• Individual Quiz • Group Assignment • Exam

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		organisation and the contemporary approaches to managing these risks.	
		• Identify and discuss the key IS/IT risks associated with business operations, systems development and implementation, IS/IT sourcing approaches and IS/IT strategy.	
		• Explain how the key IS/IT risks associated with business operations, systems development and implementation, IS/IT sourcing and IS/IT strategy are best managed.	
2	Critical thinking and problem solving	• Explain how organisations can best identify, analyse and monitor their IS/IT risks. • Plan and undertake a preliminary analysis of an organisation's IS/IT risks using common IS/IT risk analysis tools and techniques.	• Individual Quiz • Assignment 2 • Exam
3a	Written communication	Construct written work which is logically and professionally presented.	• Individual Quiz • Group Assignment
3b	Oral communication	Communicate ideas in a succinct and clear manner.	• Presentations of Group Assignment
4	Teamwork	Work collaboratively to complete a task.	• Group Assignment
5a	Ethical, environmental and sustainability responsibility	Identify and assess ethical and sustainability considerations in problems related to IS/IT Risk Management.	• Exam
5b	Social and cultural awareness	Not specifically addressed in this course.	• Exam

3   LEARNING AND TEACHING ACTIVITIES

3.1   Approach to Learning and Teaching in the Course

This course is developed and delivered within the context of the following learning and teaching philosophy.

In addition to students learning the fundamental content of the course, the content is designed to foster critical thinking and to facilitate the acquisition of life-long learning skills. The course and its delivery are designed with a view to assisting the development of problem solving skills. The role of the lecturer/tutor of a course is to facilitate learning. It is recognised that students are individuals who bring a diverse range of experiences, interests and abilities and that these aspects of the student will influence their own learning. The responsibility for learning lies with the student. The role of the lecturer/tutor then, is to provide the environment within which students can participate and contribute, interact and experiment while adding to their own skills and knowledge. An important element of such an environment is that students are encouraged to engage in cooperative learning in an enjoyable setting.

Within the context of this philosophy, students will be encouraged to participate, reflect

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on the material and to engage in meaningful debate with respect to the topics covered. It is essential that students prepare prior to workshops so that they are in a position to contribute to the class discussions. One of the interesting aspects of information and communication technology studies is that there is rarely, if ever, one irrefutable correct answer to a problem – often the only answer is 'depends'. Students are encouraged to investigate and explore the contexts within which certain courses of action are preferable to others and to consider the situation where the best technical solution may not necessarily be the best solution given the constraints of the case at hand.

Accordingly, assessment is weighted toward informed, reasoned and well-argued personal opinion based on the contextual factors and constraints presented in the various scenarios and is consequently, not based on the acquisition of knowledge alone.

3.2 Learning Activities and Teaching Strategies

The course has twelve topics which are addressed, in turn, over the twelve weeks of the course. Each topic involves a set of required readings and exercises which you will work through. These readings and questions, along with other relevant information are set out on the course website. The examination and assessments will assume you are familiar with these essential readings.

Each of the topics is addressed in the weekly workshops. Each workshop is 3 hours long and will require that you have completed the readings and preparation as set out on the course website.

4   ASSESSMENT

4.1   Formal Requirements

To receive a pass grade in this course, you must meet **ALL** of the following criteria:

- attain an overall mark of least 50%;
- attend at least 80% of all scheduled classes;
- attain a satisfactory performance in each component of the course (see below). A mark of 45% or higher is normally regarded as satisfactory;
- attain a mark of at least 45% in the final exam;

In the case of peer assessed group work, the mark assigned to each member of the group may be scaled based on peer assessment of each member's contribution to the task.

4.2   Assessment Details

Assessment in this course is based on workshop participation, an individual quiz, a group assignment and a formal closed book examination. The dates for submission of the assignment is also provided in the Lecture Schedule presented at the end of this course outline. An assessment rubric will be published in the assignment specifications. Additional information will be provided in the group assignment specification which will be available on the course website.

Assessment Task	Weighting	Length	Due Date
Workshop attendance and participation	10%	-	Ongoing
Individual Quiz	15%	1 hour written test.	29 August 6pm
Group Assignment	25%	Max 15 pages and presentation*	Start of Week 11 workshop. 10 October, 6pm.
Final Examination	50%	2-hour	University Exam Period
Total	100%		

∗ Length of assignment contains just the body of the report. It excludes title page, table of contents, references, and appendices. Single Space 12 font size.

4.3 Assessment Format

Individual Quiz
Format and coverage of the individual quiz will be provided in class.

Group Assignment
This is to be undertaken in a group between size 3 to 4 and involves the preparation of a report. Additional information on the group assignment (e.g. format, style and submission procedure) will be provided in the group assignment specifications which will be available on the course website. The group assignment includes a verbal presentation component. The rubric for the presentation component of the assignment is provided in the Assignment Specification. Please note that the group assignment will be subject to peer review. It is possible that group members within each group could get different marks if individual contributions are not equal. The final mark is left to the discretion of the lecturer.

Workshop Attendance and Participation
Your attendance and participation in the workshop will be monitored throughout the semester. You are expected to prepare and actively participate in both activities. The assessment Rubric for workshop attendance and participations is shown in the table below:

Assessment Rubric for Workshop Participations

Mark	Conditions for which it will be awarded
0 (Unacceptable)	Below 80% of workshop attendance as required by school.
1 – 2 (Very poor)	Minimal to no preparation and participation in the workshop during the semester.
2.5 – 4.5 (Poor)	Generally, poor preparation and participation in workshop during the semester.
5 – 7 (Fair)	Overall average preparation and some participation in workshop discussions in some weeks.
7.5 – 9 (Good)	Overall good preparation and active participation in workshop discussions in most instances.
9.5-10 (Excellent)	Has completed satisfactorily all assigned readings and homework. In addition, demonstrate excellent preparation and very active and thoughtful participation in workshop discussions.

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Turnitin in Moodle. All assignment details will be provided in the group assignment specification.

Final Exam (50%) will be a 2-hour written paper held in the regular examination period.

4.4 Special Consideration, Late Submission and Penalties

The late submission of assignments carries a penalty of 10% of the maximum marks for that assignment per day of lateness (including weekends and public holidays), unless an extension of time has been granted. An extension of time to complete an assignment may be granted by the course co-ordinator in case of misadventure or illness. *Applications for an extension of time should be made to the course co-ordinator by email or in person. You will be required to substantiate your application with appropriate documentary evidence such as medical certificates, accident reports etc.* Please note that work commitments, competing deadlines of assignments from other courses, and computer failures are usually consider insufficient grounds for an extension.

For information on Special Consideration please refer to the Business School's Course Outlines Policies webpage**.**

4.5 Protocol for viewing final exam scripts

The School of Information Systems and Technology Management (ISTM) has set a protocol under which students may view their final exam script. ISTM exam script viewing day is usually a day after the official release of results. Details will be posted on both the school website and on your course Moodle.

Quality Assurance
The Business School is actively monitoring student learning and quality of the student experience in all its programs. A random selection of completed assessment tasks may be used for quality assurance, such as to determine the extent to which program learning goals are being achieved. The information is required for accreditation purposes, and aggregated findings will be used to inform changes aimed at improving the quality of Business School programs. All material used for such processes will be treated as confidential.

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5 COURSE RESOURCES

The website for this course is on Moodle at: http://moodle.telt.unsw.edu.au.

All workshop slides and materials will be found on the course website. If only references to papers are provided, you should be able to find the papers in the online UNSW library. In addition, specific reading materials/cases will be provided via Moodle.

The recommended textbook which should be available in the UNSW bookshop is:

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Darril Gibson, "Managing Risk in Information Systems"
Second Edition, published by Jones & Bartlett Learning
(Elsevier Australia), 2015
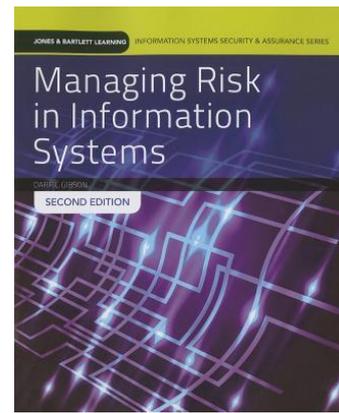
Older edition of the book is also acceptable. However, you will bear the responsibility of ensuring you are aware of changes to the new edition.

6   COURSE EVALUATION AND DEVELOPMENT

Each year feedback is sought from students about the courses offered in the School and continual improvements are made based on this feedback. In this course, we will seek your feedback through the end of semester myExperience evaluations. The evaluations are collated and student feedback is taken into account in all course revisions.

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7 COURSE SCHEDULE

The schedule is subject to change.

COURSE SCHEDULE			
Date	**Seminar Topic**	**References**	**Comments**
Week 1 24 July	Risk Management Fundamentals	Gibson Chapters 1, 2	
Week 2 31 July	Maintaining Compliance and developing a RM Plan	Gibson Chapters 3, 4	
Week 3 7 August	Defining and Performing RA	Gibson Chapters 5, 6	
Week 4 14 August	What to Protect Research, Writing and Presenting Workshop Dr Louise Fitzgerald, EDU	Gibson Chapters 7, 8	
Week 5 21 August	Risk Controls	Gibson Chapter 9	
Week 6 28 August	Risk Mitigation for the whole Organisation	Gibson Chapter 10	Individual Quiz 29 August 6pm
Week 7 4 September	From RA to Risk Mitigation Plan	Gibson Chapter 11	
Week 8 11 September	Business Impact Analysis	Gibson Chapter 12	
Week 9 18 September	Incident Response Plan	Gibson Chapter 15	
Mid-semester break: 23 September – 2 October inclusive (2 Oct = Labour Day Public Holiday)			
Week 10 3 October	Disaster Recovery Plan	Gibson Chapter 14	
Week 11 9 October	Business Continuity Plan	Gibson Chapter 13	Group Assignment Due 10 Oct 6pm Student Presentations
Week 12 16 October	Course Summary and Exam Guidelines		Student Presentations
Week 13 23 October	NO LECTURES		

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