



LONDON CAPITAL COMPUTER COLLEGE

Certificate in Information Systems (102) – Business Information Systems

Prerequisites: None	Corequisites: GCSE qualification.
<p>Aim: Business Information Systems aim to give candidates an understanding of the technical background to the use of computers in today's world, addressing fundamental areas of computer hardware and software, information, communications, internet and technology concepts. The role of technology in contemporary business application concepts and hands-on experience in building ebusiness applications. The course also describe components of IT infrastructure and analyses the ethical, social and political issues in IT.</p>	
Required Materials: Recommended Learning Resources.	Supplementary Materials: Lecture notes and tutor extra reading recommendations.
Special Requirements: None	
<p>Intended Learning Outcomes:</p> <p>1. Describe today's Information Technology principles, practices, and opportunities. Explain why information systems are so essential in business today. Define an information system from both a technical and a business perspective, and distinguish between computer literacy and information systems literacy.</p> <p>2. Describe the essentials of computing; hardware and software components, information process and IT uses</p> <p>3. Describe the essentials of the Internet and World Wide Web. Be able to differentiate</p>	<p>Assessment Criteria:</p> <p>1.1 Understand the characteristics of today's information age and discuss the role of information technology as the principal tool of the Information Age</p> <p>1.2 Explain the primary components of information technology; identify the information-handling functions and the benefits of information technology; summarise the principles of business reengineering, while emphasising the potential benefits to people and business</p> <p>1.3 Identify the types of opportunities that information technology offers to people</p> <p>1.4 Analyse the responsibilities of people who use information technology.</p> <p>2.1 Identify the components of a computer system</p> <p>2.2 Explain the categories of hardware and their functions</p> <p>2.3 Explain the relationship between hardware and software</p> <p>2.4 Differentiate between an operating system and an application program</p> <p>2.5 Identify different types of software packages</p> <p>2.6 Explain the components of information</p> <p>2.7 Distinguish between the users of information technology and IT professionals</p> <p>2.8 Describe the types of procedures in computer systems</p> <p>2.9 Explain the difference between single- and multi-user systems</p> <p>2.10 Summarise the information-processing activities associated with the information-handling functions of IT.</p> <p>3.1 Explain how individual computers and server computers interact on the Internet</p>

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<p>Internet and World Wide Web, including the advantages and disadvantages</p>	<p>3.2 Identify the types of capabilities of the Internet</p> <p>3.3 Identify the principal communication and retrieval capabilities of the Internet.</p> <p>3.4 Summarise how the Internet knows the location of a particular user</p> <p>3.5 Explain how pages are used on the Web</p> <p>3.6 Explain the purpose of hyperlinks and their role on the Web</p> <p>3.7 Identify the characteristics of browser software and relate them to the types of information that can be included in a home page.</p>
<p>4. Identify the components and functions of the Central Processor and Memory. Discuss how to draw diagrams identifying the different parts.</p>	<p>4.1 Identify the components and purpose of the central processing unit (CPU)</p> <p>4.2 Distinguish between primary storage (also called memory) and secondary storage (also called storage), and between RAM and ROM</p> <p>4.3 Identify the chips and boards that can be used to augment the CPU and main memory</p> <p>4.4 Explain the process by which computers use registers to process data</p> <p>4.5 List and explain the determinants of processor speed</p> <p>4.6 Identify ways of increasing processing and computer speed.</p>
<p>5. Identify and describe the components of IT infrastructure. Identify and describe the major types of computer hardware, data storage, and input and output technology. Identify and describe the major types of computer software used in business. Assess contemporary hardware and software trends. Evaluate the principal issues in managing hardware and software technology.</p>	<p>5.1 Identify why people and businesses use storage, not just the computer's main memory to store information</p> <p>5.2 Distinguish between the main types of magnetic storage, and identify types of magnetic disk storage</p> <p>5.3 Define alternatives for extending disk storage capacity in enterprises</p> <p>5.4 Explain why optical storage is of growing importance in computing and describe the most commonly used forms of optical storage</p> <p>5.5 Identify the most widely used input devices and describe how they are employed in computing</p> <p>5.6 Assess the future of voice input and audio output devices as components of it</p> <p>5.7 Identify the types of output devices and identify their uses in business.</p>
<p>6. Assess how information systems will affect business careers in accounting, finance, management, marketing, operations management, and information systems and identify the information systems skills and knowledge essential for all business careers.</p>	<p>6.1 Define and explain the purpose of information systems</p> <p>6.2 Illustrate the types of business information systems and know when each is used</p> <p>6.3 Identify specialised types computer programs i.e. Stock control, manufacturing</p> <p>6.4 Assess the distinguishing characteristics of enterprise resource planning systems and explain why so many large enterprises have implemented these systems</p>

<p>7. Analyse the relationships among ethical, social, and political issues that are raised by information systems. Identify the main moral dimensions of an information society and specific principles of conduct that can be used to guide ethical decisions.</p>	6.5	Identify the ways in which information technology may play a strategic role in an enterprise
	7.1	Identify the types of security breaches an enterprise should protect against and describe the results that might occur if it does not.
	7.2	Analyse the most likely sources of security breaches
	7.3	Identify ways to protect a system against intrusion
	7.4	Identify the categories of security measures and identify those most effective in protecting against intrusion
	7.5	Identify the methods of virus detection used by virus detection software
	7.6	Explain the it professional's obligation to provide continued access to computers and networks, and describe the methods used to ensure it reliability
	7.7	Explain how the term <i>privacy</i> applies to information technology and why privacy is an important issue today
	7.8	Assess the importance of ethics in the use of information technology, and identify ethical issues associated with the use of it in business
	7.9	Analyse the legal issues surrounding software piracy and methods that can be used to prevent software piracy.

Recommended Learning Resources: Business Information Systems

Text Books	<ul style="list-style-type: none"> • Essentials of Business Information Systems (Hardcover) by Kenneth C. Laudon and Jane P. Laudon. ISBN-10: 0132241625 • Business Driven Information Systems (Hardcover) by Paige Baltzan and Amy Phillips ISBN-10: 0073376736 • Business and Information Systems (2nd Edition) (Hardcover) by Robert C. Nickerson. ISBN-10: 0130894966 • Fundamentals of Information Systems, 4th Edition (Paperback) by Ralph Stair and George Reynolds. ISBN-10: 1423901134
Study Manuals 	BCE produced study packs
CD ROM 	Power-point slides
Software 	None

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