MODULE DESCRIPTOR

Module Title

Introduction To Data And Information Management

Reference	CB1011	Version	2
Created	February 2024	SCQF Level	SCQF 7
Approved	January 2024	SCQF Points	15
Amended	April 2024	ECTS Points	7.5

Aims of Module

This module aims to equip students with a foundational understanding of the fundamental concepts, processes, emerging trends, and best practices associated with effective data and information management.

Learning Outcomes for Module

On completion of this module, students are expected to be able to:

1	Describe data, information, knowledge, and wisdom and their significance in organisational contexts following the DIKW hierarchy.
2	Identify different data sources and data types, describe data quality traits, and select appropriate methods for data collection.
3	Acquire an understanding of data, information, and knowledge management systems and their relevance to business decision-making at different levels.
4	Describe the importance of data governance, data ownership, and security best practices in ensuring data quality and compliance.

Indicative Module Content

Define and contextualise data, information, knowledge and wisdom using the DIKW pyramid; Data sources and collection methods; Data and information management systems basics; Fundamentals of data governance and security; Emerging trends in data management. The module engages students with UNESCO's Education for Sustainable Development Normative, Strategic and Critical thinking competencies in recognising, understanding, and questioning the norms regarding the role of data in business decision-making.

Module Delivery

This module is delivered via lectures, tutorials, online exercises, and case studies.

Indicative Student Workload		Full Time	Part Time
Contact Hours		36	N/A
Non-Contact Hours		114	N/A
Placement/Work-Based Learning Experience [Notional] Hours		N/A	N/A
TOTAL		150	N/A
Actual Placement hours for professional, statutory or regulatory body			

ASSESSMENT PLAN

If a major/minor model is used and box is ticked, % weightings below are indicative only.

Component 1

Type:	Coursework	Weighting:	100%	Outcomes Assessed:	1, 2, 3, 4
Description:	Individual Portfolio Assessment				

MODULE PERFORMANCE DESCRIPTOR

Explanatory Text

The calculation of the overall grade for this module is based on 100% weighting of C1. An overall minimum grade D is required to pass the module.

Module Grade	Minimum Requirements to achieve Module Grade:
A	The student needs to achieve an A in C1.
B	The student needs to achieve a B in C1.
C	The student needs to achieve a C in C1.
D	The student needs to achieve a D in C1.
E	The student needs to achieve an E in C1.
F	The student needs to achieve an F in C1.
NS	Non-submission of work by published deadline or non-attendance for examination

Module Requirements

Prerequisites for Module	None.
Corequisites for module	None.
Precluded Modules	None.

INDICATIVE BIBLIOGRAPHY

1 Laudon, K. C., & Laudon, J. P. (2022). Management Information Systems: Managing the Digital Firm (17th ed.). Pearson Education.

2 Lobov, A., 2018, October. Smart manufacturing systems: climbing the DIKW pyramid. In IECON 2018-44th Annual Conference of the IEEE Industrial Electronics Society (pp. 4730-4735). IEEE.

3 Nabavi, M., Olson, D. L., & Boyce, W. S. (2020). Introduction to Business Analytics, Second Edition (pp. 1-15). Business Expert Press.

4 Mahanti, R. (2022). COMPLIANCE, DATA, QUALITY, AND GOVERNANCE. EDPACS, 66(2), 20-25. Taylor & Francis. ISSN: 0736-6981. EISSN: 1936-1009. DOI: 10.1080/07366981.2022.2026575.

5 Wang, W. Y. C., Pauleen, D., & Taskin, N. (2022). Enterprise systems, emerging technologies, and the data-driven knowledge organisation. Knowledge Management Research & Practice, 20(1), 1-13. DOI: 10.1080/14778238.2022.2039571.