

Student Handbook



3 + 0

FRANCHISE DEGREE PROGRAMME

SEPTEMBER 2007 SESSION

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INTI INTERNATIONAL UNIVERSITY COLLEGE
(INTI – UC)
3+0 Degree Programmes in Computing & IT



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1. INTRODUCTION

1.1 General Definition of Programme and Awards

This student handbook describes a programme of study leading to the awards of 3 + 0 in Degree Programmes in Computing & IT.

This programme operates over 3 academic years (7 / 8 semesters) of full time study. The programme operates within the College's semesterised calendar, 14 weeks for January and May session, and 7 weeks for September session are identified as teaching weeks followed by examination week. There will be a one week mid-semester break for September session.

Students enrolled on this programme have dual registration with INTI International University College and Coventry University. The 3 + 0 in Degree Programme is a three academic year honours degree.

1.2 General Information

PROGRAMME TITLE	3 + 0 Degree Programmes in Computing & IT
AWARD/TITLES TO BE CONFERRED BY COVENTRY UNIVERSITY	B.A. (Hons) in Business Information Technology, CU B.A. (Hons) in Multimedia Computing, CU B.Sc. (Hons) in Computer Science, CU B.Sc. (Hons) in Software Engineering, CU B.Sc. (Hons) in Network Computing, CU
NATURE OF PROGRAMME	3 Academic Years Honours Degree Course
MODE OF STUDY	Full-time / Optional 2 semesters (8 months) sandwich mode
PROGRAMME STRUCTURE	7 / 8 semesters
INTAKE	January / May / September

PRINCIPAL STAFF

Dean of Faculty of Computing & IT
Head Of Programme for BCSCU
Head Of Programme for BSECU
Head Of Programme for BNCCU
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2. RATIONALE, AIMS AND OBJECTIVES

The Programme aims to meet the critical demand for highly skilled manpower, focused on developing design skills, analytical skills and managerial skills.

2.1 Rationale of the Programme

Higher education in Malaysia has taken on a new role. With the rapid economic growth and the globalization of trade, a vast pool of human resources is urgently needed. In particular, there is a demand for personnel educated and trained in Computer system and Networks. These areas are identified as crucial for the Malaysian Government's goal in achieving "Vision (Wawasan) 2020" objectives and for the success of Malaysia's highly ambitious "Multimedia Super Corridor (MSC)" project.

INTI International University College Malaysia has therefore collaborated with various overseas partner universities to equip its students to fulfil these roles. Presently, INTI International University College is conducting the 3+0 BSc(Hons) in Computer Science, BA(Hons) in Business Information Technology, BSc(Hons) in Software Engineering, BA(Hons) in Multimedia Computing and BSc(Hons) in Network Computing programmes by Coventry University. The students will be able to complete the programme in INTI International University College in seven semesters. However, upon successful completion of the first five semesters, students can pursue a further year of study in the United Kingdom or Australia at any one of the partner universities and can eventually be awarded a Bachelor of Science or Arts degree (with or without honours) in 3 + 0 Degree Programme.

2.2 Aims

2.2.1 General Educational Aims

The programme of study aims to:

- a) utilise and build upon appropriate student experience gained prior to joining the programme
- b) provide intellectual demand and rigor in terms of pace, depth and level of study
- c) develop creative and critical thinking in each student
- d) provide a sound theoretical basis for practical competencies acquired by each student which will last beyond the confines of the course
- e) develop a critical self-awareness pin-pointing particular strengths and weaknesses so that students may make reasoned choices, electives and career paths
- f) develop knowledge, skills, competencies and attitudes in each student so that they may be effective in their chosen profession
- g) develop the ability to work in teams/groups/ with others

2.2.2 Specific Programme Aims

On completion of the programme of study in 3 + 0 Degree Programme in Computing & IT, the student should:

- a) possess a sound knowledge of digital computer systems and associated software
- b) be able to analyse, design and implement a computer-based solution to a problem using appropriate techniques and facilities
- c) have a clear understanding of organisational structures, together with the information needs and consequent systems requirements of an organisation
- d) be able to work both individually and within teams to deadlines and to show evidence of planning within those time and personnel constraints
- e) have developed professional and interpersonal skills so as to communicate effectively, both verbally and in writing in all relevant situations
- f) possess an understanding of the changing social and organisational effects, on both individuals and society as a whole, of information systems and technology

2.3 Objectives

2.3.1 General Educational Objectives

A student who has successfully completed the programme should:

- a) be able to express and communicate clearly, concisely and persuasively using a variety of techniques as appropriate.
- b) possess the capacity and necessary motivation for continued self-learning
- c) demonstrate the ability to think imaginatively, creatively, critically and conceptually.
- d) be able to make effective use of information systems and resources
- e) be able to take an overview of a problem, to determine strategies and implement appropriate solutions in the light of constraints such as people, cost, materials, technology, time, and desirable overall outcomes.

2.3.2 Specific Major Objectives

- **On completion of the programme of study in B.A. (Hons) in Business Information Technology, the student should:**
 - a) understand the principles of business organisation, the roles and purposes of the various business functions
 - b) understand the concepts of information technology and can apply them to business-related problems
 - c) understand and translate business needs into actions required by providers of information technology
 - d) explain the benefits (and problems) of information technology to users
 - e) integrate and coordinate the placement of information technology within the business requirements of an organisation
 - f) identify and describe strategic opportunities for information technology within an organisation
 - g) manage and implement change towards strategic objectives

- **On completion of the programme of study in B.A. (Hons) in Multimedia Computing, the student should:**
 - a) possess a sound knowledge of digital computer systems and associated software
 - b) be able to analyse, design and implement a computer-based solution to a problem using appropriate techniques and facilities
 - c) have a clear understanding of organisational structures, together with the information needs and consequent systems requirements of an organisation

- d) be able to work both individually and within teams to deadlines and to show evidence of planning within those time and personnel constraints
 - e) have developed professional and interpersonal skills so as to communicate effectively, both verbally and in writing in all relevant situations
 - f) possess an understanding of the changing social and organisational effects, on both individuals and society as a whole, of information systems and technology
- **On completion of the programme of study in B.Sc. (Hons) in Computer Science, the student should:**
 - a) possess a sound knowledge of digital computer systems and associated software
 - b) be able to analyse, design and implement a computer-based solution to a problem using appropriate techniques and facilities
 - c) have a clear understanding of organisational structures, together with the information needs and consequent systems requirements of an organisation
 - d) be able to work both individually and within teams to deadlines and to show evidence of planning within those time and personnel constraints
 - e) have developed professional and interpersonal skills so as to communicate effectively, both verbally and in writing in all relevant situations
 - f) possess an understanding of the changing social and organisational effects, on both individuals and society as a whole, of information systems and technology
- **On completion of the programme of study in B.Sc. (Hons) in Software Engineering, the student should:**
 - a) fully appreciate a breadth of cover for the discipline of software engineering so as to be of immediate benefit to any subsequent employer
 - b) be able to design, implement and document quality software systems in appropriate languages for available computers including the ability to design software which makes effective use of the hardware
 - c) be able to identify and specify reliable cost effective information processing systems which meet the needs of an organisation and take into account the limitations as well as the strengths of the proposed system
- **On completion of the programme of study in B.Sc. (Hons) in Network Computing, the student should:**
 - a) Be able to assess, plan or manage network services at the systems, software construction or service level
 - b) Have the necessary practical and theoretical understanding to allow them to become effective network system or service planners or managers

- c) Be fully conversant with the variety of network systems and services, both at intranet and internet level, in use and that may be developed in the future
- d) Have a practical grounding in the planning and implementation of networked systems or services
- e) Understand the underlying concepts of the design of local and wide area network data transmission systems, including transmission media, network topologies and data transmission protocols
- f) Understand and be able to apply the underlying concepts of client-server and distributed computing and associated software design and programming techniques

3. THE CURRICULUM

3.1 Overall Format and Structure

- The Programme is modular, full time, and operates within two 14 weeks for January and May, and 7 weeks for September session is designated for teaching, and the remaining week for examinations.
- For each module there will be 4-8 contact hours per week (January & May session) and 6 contact hours per week (September). A normal student workload is 5 modules per semester and credit hours not more than 18 (January & May session) and 2-3 modules per semester for September session and credit hours not more than 9, not including compulsory LAN subjects.

3.2 Curriculum Design

Students embarking upon the 3 + 0 Degree programme are expected to acquire and develop the necessary skills, knowledge, attitudes, approaches and intellectual abilities to perform successfully as a professional in their chosen field of activity. These attributes are developed through three levels of study.

- Level-1: Attributes developed at this level of study are the fundamental knowledge and skills appropriate to the main themes of the course. Of equal importance will be the development of study skills and attributes, with particular emphasis on the initiation of student responsibility in their approach to learning. Students should be conversant with relevant information sources and possess the ability to make a reasoned choice of study at level-2.
- Level-2: Studies at this level seek to build upon and enhance the concepts, methods and skills developed at year-1. The development of independence of thought, abilities of analysis and synthesis of data together with attributes of

initiative, self-motivation and direction will be promoted. Students should emerge from this stage with sufficient grounding to make a reasoned choice of specialist elective studies at level-3.

- Level-3: Studies undertaken at this level are designed to provide the opportunity for in-depth investigation in selected course areas. Personal development should be cultivated to a level where critical and creative activities can be undertaken so that areas under study can be successfully evaluated and appraised. Students should be able to study with minimal guidance, exploiting the knowledge skills and abilities acquired at previous levels.

3.2.1 Business Information Technology

The programme of study includes those elements of the two contributing disciplines, business and computing, that most strongly contribute to each other, together with a series of core modules focusing upon the interface between them. Students will have an opportunity to construct a coherent set of supporting modules drawn from areas of computing or from the functional areas of business, e.g. accounting, marketing, human resource management, operation and production management.

At the first level, students will have studied the fundamental concepts in computing and information technology, and be introduced to the structure and operation of business organisations. At the second level, students will have developed specific areas of understanding in computer applications and, using the foundation work in business, will have developed their knowledge of the main functional areas of management. At the third level (Year 3), the management of change and the relevance of information technology at the strategic level in business operations will be explored through both business and computing modules. Throughout the three levels, the integrating theme of business information technology is provided by a set of modules that successively concentrate:

- on the role and basic technical skills required to use information systems,
- on the professional and organisational skills required to achieve effective use of them by all parts of a business organisation, and, finally,
- the research skills necessary to analyse and evaluate their operation and propose solutions to information technology problems in business.

3.2.2 Multimedia Computing

At the first level, students will have studied the fundamental concepts in design, multimedia, internet and information technology, and be introduced to the structure and operation of business organizations. At the second level, students will be learning common modules such as Multimedia Systems, Internet Programming, user Interface Design, Database Concepts and Professional Practice, and Systems Development Tools and Technology. Furthermore, they would be learning two additional modules in each stream that will help developed specific areas of understanding in their chosen

areas. At the third level, all students in various streams have to complete additional eight modules.

There are three common compulsory core modules in all streams such as Advanced Human Computer Interaction, Computer Project Management, and a Double Module Project. In addition, students have to choose the other four remaining modules based on their areas of interest.

3.2.3 Computer Science

At the first level (Year 1), all students will have been introduced to the three main branches of computing, information systems and software development, and be provided with support material from mathematics and business. At the second level (Year 2), students are required to develop an understanding in computer applications, for example, computer communications or commercial programming, while also studying a compulsory core in software engineering, databases and systems development. At the third level (Year 3), students focus on the management of computing projects.

In addition, at levels 2 (Year 2) and 3 (Year 3), students are required to apply their knowledge in a commercial environment and must take courses in database modelling and methodologies of information system development. Students must further develop their programming skills and explore a range of software applications.

3.2.4 Software Engineering

At the first level, all students will have been introduced to the three main branches of computer science, information systems and software development, and be provided with support material from mathematics and business. At the second level, students are required to develop an understanding in computer communications, formal computing principles, computer structure and interfacing, while also studying a compulsory core in software engineering, systems programming, operating systems and systems development tools and technology. At the third level, students focus on the advanced software engineering, advanced programming, principles of computer networks, concurrent and real time software design and management of software engineering projects. In addition, at levels 2 and 3, students are required to apply their knowledge in a commercial environment and must take courses computer project management, information systems perspectives.

3.2.5 Network Computing

At the first level, all students will have been introduced to the areas of computer systems and network technology, and will be provided with support materials from mathematics and software development. At the second level, students are required to develop an understanding in computer communications and design, and documentation of the network infrastructure, while also studying a Internetworking Operating System and related hardware, and programming. At the third level, students

focus on network project management, administration and security, computer systems design, distributed applications development and a network computing project.

3.3 Modes of Study

3.3.1 Full-Time Curriculum

A full-time curriculum will normally last between 7 to 8 semesters. A full-time student will normally enrol in 2 ~ 5 modules each semester.

3.3.2 Sandwich Mode

Sandwich Mode: The sandwich mode is undertaken after Year 2 and is an industrial placement of 8 months where students will enhance existing skills and acquire new ones related to future employability. The aim of the module is to help students to record and reflect on the variety of professional skills related to placement employment and to the students' programme of study. A large part of the work of the module will consist of guiding and evidencing week to week working activities during the sandwich placement.

3.3.2 LAN (Lembaga Akreditasi Negara) Compulsory Subjects

Students are required to complete a module each on Malaysian Studies, either Islamic Studies or Moral Studies and Bahasa Melayu (exempted if a credit in B.M. has been obtained at the SPM level). The LAN compulsory subjects must be completed before any student is allowed to graduate or conferred a degree.

3.3.3 Modules

The students follow a prescribed pattern of course (Study Plan) for each semester of study. Students are allowed some choices in the modules and they are to discuss the options fully with the Head of the Programme.

A module should take an "average" student 84 hours of study effort to complete, or about 6 hours per week over a 15 weeks academic semester. The 84 hours per module usually comprises 56 hours of contact time (lectures, seminars, tutorials etc.) and 28 hours of laboratory sessions for computing subjects. Students are also expected to spend an average of 4 hours a week on a self study, assignments and project work.

Full-time students are to select 2 ~ 5 subjects for each semester. However, any student aspiring for an honours degree must take the Double Module Project and must pass it in order to qualify for an Honours Degree.

3.4 Academic Subjects: STUDY GUIDE

3.4.1 Major in B.A (Hons) in Multimedia Computing, Coventry University

CS124	Introduction to the Internet and Multimedia
CS159	Computer Programming
IS190	Information Systems Fundamentals
SOR193	Business Analysis and IT (double)
CMC112	User Centred Design
GD127	New Perspectives of Design
Elective (select 4 of the following)	
CS133	Introduction to Computers and Networks
CBS102	Foundations of Business Organization
IS115	Introduction to E-Commerce
CS122	Applications of Computers
MTH140	Mathematics for Computing

Level 2

IS217	Database Systems Concepts
IS222	Enterprise and IT Project Development
IS232	Multimedia Systems
CS225	User Interface Design
IS266	Systems Development Tools and Techniques
CS229	Internet Programming in JAVA
Elective (Select 2 of the following)	
CS230	Internet Technology
CS235	Computers and Networks
CMC216	Information Society
DVA203	Design Cultures

Level 3

IS391	Information Technology Project (double)
IS326	Computer Project Management
IS306	Advanced Human Computer Interaction
IS345	Interactive Multimedia
Elective (Select 1 of the following)	
CA302	Electronic Document Theory
IS344	E-Commerce with Mobile Technology
CA303	Document Management

Elective (Select 2 of the following)	
CS314	Computer Graphics and Visualisation
CS327	Computer Vision and Image Processing
IS346	The Digital Society
IS370	Advanced Information System
CA302	Electronic Document Theory (if not chosen above)
IS344	E-Commerce (if not chosen above)
CA303	Document Management (if not chosen above)

3.4.2 Major in B.A (Hons) in Business Information Technology, Coventry University

Level 1

CS124	Introduction to the Internet and Multimedia
CS159	Computer Programming
IS190	Information Systems Fundamentals
SOR193	Business Analysis and IT(double)
IS115	Introduction to E-Commerce
CBS102	Foundations of Business Organisation
Elective (Select 4 of the following)	
CMC112	User Centred Design
CBS118	Introduction to Financial Accounting and Reporting
CBS103	Introduction to Business Economics
CS122	Applications of Computers
LAW199	Foundations of Business Law

Level 2

IS217	Database Systems Concepts
IS222	Enterprise and IT Project Development
CS235	Computers and Networks
IS266	Systems Development Tools and Techniques
CBS295	Finance for Business
CBS209	Management of Organisations
Elective (Select 2 of the following)	
CS262	Commercial Programming
CS230	Internet Technology
CBS217	Financial Accounting
CBS268	Aspects of HR
CBS266	Supply Chain Management
CBS204	Principles of Marketing

Level 3

IS391	Information Technology Project (double)
IS326	Computer Project Management
IS331	BIT Strategy
IS346	The Digital Society
CBS309	Business Strategy
Elective (Select 2 of the following)	
IS370	Advanced Information Systems
IS344	E-Commerce with Mobile Technology
CBS381	International Business
CBS393	Marketing Strategy
CBS353	Employee Development
CBS347	Management Accounting for Business Decisions

3.4.3 Major in BSc (Hons) in Computer Science, Coventry University

Level 1

IS131	Information Systems Development
CS135	New Technologies and HCI
CS171	Systematic Programming (double)
CS133	Introduction to Computers and Networks
MTH140	Mathematics for Computing
Electives (Select 4 of the following)	
CS122	Applications of Computers
IS108	Business Information Technology
IS115	Introduction to E-commerce
CBS102	Foundations of Business Organisation
CMC112	User Centred Design

Level 2

CS208	Software Engineering
IS217	Database Systems Concepts
IS215	Professional Skills and Group Project
IS266	Systems Development Tools and Techniques
Electives A (Select 2 of the following)	
IS209	Artificial Intelligence Methods
CS228	Advanced Programming
CS229	Internet Programming in Java
CS 241	Computability
CS262	Commercial Programming
Electives B (Select 2 of the following)	

CS230	Internet Technology
CS225	User Interface Design
CS245	Computer Communications
Any of the subjects not chosen above	

Level 3

CS393	Computing Project (double)
CS379	Client/Server Software Development
IS326	Computer Project Management
Select 4 of the following	
IS306	Advanced Human Computer Interaction
CS314	Computer Graphics and Visualisation
IS344	E-Commerce with Mobile Technology
IS322	Data Administration and Database Management Systems
CS320	Principles of Computer Networks
IS310	Intelligent Agents

3.4.4 Major in B.Sc. (Hons) in Software Engineering, Coventry University

Level 1

IS131	Information Systems Development
CS135	New Technologies and HCI
CS171	Systematic Programming
CS133	Introduction to Computers and Networks
MTH140	Mathematics for Computing
Select 4 of the following	
CS122	Applications of Computers
IS108	Business Information Technology
IS115	Introduction to E-commerce
CBS102	Foundations of Business Organisation
CMC112	User Centred Design

Level 2

CS208	Software Engineering
IS217	Database Systems Concepts
IS215	Professional Skills and Group Project
IS266	Systems Development Tools and Techniques
CS228	Advanced Programming
CS227	Formal Computing Principles

Elective (select 2 of the following)	
IS209	Artificial Intelligence Methods
CS262	Commercial Programming
CS230	Internet Technology
CS245	Computer Communications
CS211	Operating Systems And Applications

Level 3

CS393	Computing Project (double)
CS379	Client/Server Software Development
CS301	Formal Methods in Software Development
IS326	Computer Project Management
Elective A (select 1 of the following)	
CS332	Concurrent and Real Time Software Design
CS314	Computer Graphics and Visualisation
CS336	Distributed Applications Development
Elective B (select 2 of the following)	
CS320	Principles of Computer Networks
CS330	Computer Systems Design
CS333	Embedded and Industrial Computer Applications
CS314	Computer Graphics and Visualization (if not chosen above)
CS332	Concurrent and Real Time Software Design (if not chosen above)
CS336	Distributed Applications Development (if not chosen above)

3.4.5 Major in B.Sc (Hons) in Network Computing, Coventry University

Level 1

IS131	Information Systems Development
CS135	New Technologies and HCI
CS171	Systematic Programming
CS133	Introduction to Computers and Networks
MTH140	Mathematics for Computing
Electives (select 4 of the following)	
CS122	Applications of Computers
IS108	Business Information Technology
IS115	Introduction to E-commerce
CBS102	Foundations of Business Organisation
CMC112	User Centred Design

Level 2

CS208	Software Engineering
IS217	Database Systems Concepts
IS215	Professional Skills and Group Project
IS266	Systems Development Tools and Techniques
CS230	Internet Technology
CS245	Computer Communications
Elective (select 2 of the following)	
IS209	Artificial Intelligence Methods
CS262	Commercial Programming
CS211	Operating Systems And Applications
CS228	Advanced Programming

Level 3

CS393	Computing Project (double)
CS320	Principles of Computer Networks
CS355	Network Management
IS326	Computer Project Management
Elective A (select 1 of the following)	
IS344	E-Commerce with Mobile Technology
CS356	Networked Systems
CS336	Distributed Applications Development
Elective B (select 2 of the following)	
IS344	E-Commerce with Mobile Technology (if not chosen above)
CS330	Computer Systems Design
CS333	Embedded and Industrial Computer Applications
CS332	Concurrent and Real Time Software Design
CS336	Distributed Applications Development (if not chosen above)

3.4.1.1 Course Descriptions

CS122 – Application Of Computers		Level 1
<p>This module is available to students on any course who wish to gain an appreciation of the wide range of applications of computer technology, and to carry out an in-depth study in a particular area of interest to them. Although business applications are not excluded, the intention is to present a much wider range of areas where modern technology is having a significant impact, for example in industry, the media and the home.</p>		
Prerequisite	None	
Assessment	Coursework: 100%	
Basic Text	1. Bryan Pfaffenberger (2003) Computers in Your Future 2004, Prentice Hall. ISBN:0131404520. 2. Robert C. Nickerson (2003) Business and Information System, Prentice Hall. ISBN: 0130901229	

CS124 - Introduction to the Internet and Multimedia		Level 1
<p>This module serves as an introduction to the range of resources available on the Internet. Its major aim is to provide students with an appreciation of the variety and function of applications and resources available provide some basic skills in locating and using resources and give an underpinning in the commercial, ethical, legal and cultural issues surrounding the use of the Internet. A substantial part of the module will be devoted to the use of multimedia resources on the internet, including images, interactive video and sound and virtual reality. The module will also introduce students to the use of the internet for co-operative working.</p>		
Prerequisite	None	
Assessment	Coursework: 100%	
Basic Text	Mastering the Internet and HTML, Ibrahim Zeid, Prentice Hall (2004), 2 nd Edition, ISBN 0-13-908005-8	

CS133 - Introduction To Computers And Networks		Level 1
<p>This module provides the foundation knowledge of the nature of computation and the hardware on which computing depends, allowing the student to understand the framework in which computer applications operate.</p>		
Prerequisite	None	
Assessment	Examination : 70%, Coursework : 30%	
Basic Text	1. Crucial Guide to Computer Systems, R. M. Newman, E. Gaura, D. Hibbs, Crucial Press, 2002.	

CS135 – New Technologies & HCI		Level 1
<p>This module serves as an introduction to the range of resources available on the Internet and basic HCI principles. Its major aim is to provide students with an appreciation of the variety and function of applications and resources available, provide some basic skills in locating and using resources and give an underpinning in the technical, commercial, ethical, legal and cultural issues surrounding the use of the Internet. A substantial part of the module will be devoted to the use of multimedia resources on the internet, including images, interactive video, sound and virtual reality. These will be considered from both HCI and technical viewpoints. The module will also introduce students to the use of the internet as a medium for co-operative working.</p>		
Prerequisite	None	
Assessment	Examination: 30%, Coursework: 70%(Ind.Assignment (2): 40%, Project (1): 30%	
Basic Text	Ibrahim Zeid (2004), Mastering the Internet and HTML, Pearson Education Limited, ISBN: 013191166X	

CS159 - Computer Programming		Level 1
<p>This is a first course in programming intended mainly for students on interdisciplinary and joint degree programmes. Although no previous computing knowledge is assumed, it takes into account both the varying levels of previous exposure to computing of the students and also their necessarily diverse interests. This module promotes a methodical approach to program design and development using an object-oriented programming language such as Java. The aim is to engender a responsible approach to the process of creating well-designed, fully tested and documented software.</p>		
Prerequisite	None	
Assessment	Coursework: 100%	
Basic Text	Riley DD, <u>The Object of Java</u> , Addison-Wesley, 2002	

CS171 – Systematic Programming		Level 1
<p>This module is intended to introduce students to a methodical and disciplined approach to program development. No previous knowledge or experience of programming is assumed. The module employs an object-oriented approach in introducing the students to the concepts and techniques for the creation of high quality application software. It covers the use of an object-oriented design technique and notation, as well as the use of an object-oriented programming language (e.g. Java) and its associated development environment for implementing these designs. The student will meet basic concepts and techniques related to the creation of the human computer interface and event driven programming. The student will also meet and use appropriate methods for testing and documenting software.</p>		
Prerequisite	None	
Assessment	Coursework: 50%, Final Examination: 50%	
Basic Text	1. Java™ 2 Software Development Kit (Java™ 2 SDK), Sun Microsystems 2. Herbert Schildt (2003) The Complete Reference JAVA 2, 5 th Ed., McGraw- Hill	

IS108 – Business Information Technology		Level 1
<p>This module allows students to develop IT skills and understanding. It provides a practical introduction to some key areas of software use in business. Attention is paid to information design issues along with the ability to use applications. Industry-standard (or compatible) software will be used for all practical activities.</p>		
Prerequisite	None	
Assessment	Coursework: 100%	
Basic Text	Hogan Lynn (2007), 'Practical Computing' Pearson Higher Education. ISBN: 0131585630	

IS115 - Introduction To E-Commerce		Level 1
<p>This course considers the nature and scope of e-commerce and the business models that it supports. The key technologies that enable e-commerce are introduced and the operation of electronic payment systems is described. E-commerce commercial and security legislation is outlined. Students will develop basic skills in the practice of e-commerce technology and gain an understanding of the role of e-commerce in the modern business world.</p>		
Prerequisite	None	
Assessment	Coursework: 100%	
Basic Text	Chaffey D., (2006) <u>E-Business and E-Commerce Management</u> , Pearson Education, ISBN:0273707523	

IS131– Information Systems Development		Level 1
<p>Information Systems Development provides the foundation upon which subsequent modules are built. Communication and professional skills have been embedded into the programme of study to provide students with an opportunity to begin to develop professionalism at an early stage in the course.</p> <p>This module looks at how information systems model the real world domain and teaches the foundations of object-oriented systems analysis using a standard notation. By adopting this approach, module 131IS is able to provide a practical introduction to specific modeling tools and place them in the context of a Systems Development Life Cycle.</p>		
Prerequisite	None	
Assessment	Examination: 70%, Coursework: 30%	
Basic Text	Bennett, McRobb and Farmer (2005) <u>Object -Orientated Systems Analysis and Design Using UML</u> McGraw - Hill, 3 rd Edition. ISBN: 013191166X	

IS190 - Information Systems Fundamentals		Level 1
<p>The purpose of this module is to familiarise students with the nature and role of information systems and the process of their development. It provides an introduction to information systems primarily for students following courses which contain a major element of computing and/or information technology. However students following other courses may also benefit from its study.</p> <p>The module gives students a practical introduction to the information systems development process, its constituent stages and associated techniques and tools. It establishes a firm foundation for subsequent further study of the information systems and development processes.</p>		
Prerequisite	None	
Assessment	Examination 70%, Coursework 30%	
Basic Text	Bennett, McRobb and Farmer (2002) <u>Object Orientated Systems Analysis and Design Using UML</u> McGraw - Hill, 2 nd Edition	

MTH140 – Mathematics For Computing		Level 1
<p>This module is designed for students studying a Level 1 course in Computer Science and introduces them to various aspects of discrete mathematics required in those aspects of computing which they may study either contemporaneously or subsequently.</p>		
Prerequisite	None	
Assessment	Coursework: 30%, Final Examination: 70%	
Basic Text	Rosen, KH. Discrete Mathematics & Its Applications. 5 th ed., McGraw Hill, 2003	

CMC112 – User –Centred Design		Level 1
<p>This module aims to introduce students to user-centred design, an approach to the design of purposed communication central to all the courses within the Information Design subject group. It focuses on the importance of designing for a specific audience and purpose. It covers theory as well as key methods for research, planning and the production of effective design.</p> <p>Topics include audience identification, subject and audience research, analysis of research findings, usability evaluation and iterative improvement of designs. The need for precision, accuracy and validity is emphasized in research, writing and all elements of design.</p>		
Prerequisite	None	
Assessment	100% coursework.	
Basic Text	Vredenburg K.et al (2001), User-Centred Design: An Intergrated Approach, Prentice Hall PTR, Bk & CD – ROM edition. ISBN 0130912956	

GD127 – New Perspectives On Design		Level 1
<p>In this module students will have the opportunity to begin to discover this, and to experience graphic design history as relevant, compelling and useful. The module aims to help students to contextualise aspects of graphic design in relation to influential prevailing conditions and activities: social, political, cultural, art historical and industrial. In this way it aims to provide students with the incentive, insights and skills to start to explore and exploit graphic design history. This in turn should underpin their own [future] work with credibility and authority, and enable them to undertake future research productively, and with autonomy. Students will be encouraged to select topics for investigation from all periods of graphic design history, including contemporary practice.</p>		
Prerequisite	None	
Assessment	Coursework: 100%	
Basic Text	Hollis R (2001) Graphic design A concise history Thames and Hudson, London	

SOR193 - Business Analysis and IT (Double)		Level 1
<p>This module develops the essential numerical, analytical, IT and communication skills required by business managers for decision-making and solving business problems. It provides an introduction to Microsoft Office suite of programs. A key element of the module is the integration of the teaching of quantitative methods and software skills, with an emphasis on practical applications.</p> <p>No previous knowledge or experience of computers or information technology is required. This module provides a foundation for further study in quantitative techniques, e.g. 229SOR.</p>		

Prerequisite	None
Assessment	Coursework100%
Basic Text	1.Waters,D.Quantitative Methods for Business, 3 rd ed.,Addison-Wesley,2001. 2.shelly,Cashman, Vermaat, Discovering Computers 2003: Concepts for a digital world web and XP enhanced. (004 DIS 2003) 3.Shelly Cashman Series, Systems Analysis and Design, 3 rd ed., Course Technology.

CBS102 – Foundations Of Business Organisation	Level 1
This module essentially aims to explain the role and structure of a business organisation and to provide students with a basic introduction to the main specialist areas of management, production, finance, personnel, purchasing and marketing.	
Prerequisite	None
Assessment	Coursework100%
Basic Text	Marcouse, (2000, Business Studies Rough Guide, Hodder and Stoughton, ISBN :0582303656

CBS103 – Introduction To Business Economics	Level 1
This module aims to introduce key business economic concepts and develop analytical skills useful to management decision making. It also aims to demonstrate the relevance and usefulness of economic analysis to real world business situations, assess economic decision making within the organisation, the strategic relationship with other businesses and the relationship between the business organisation and Government.	
Prerequisite	None
Assessment	Coursework 30%, Final Exam 70%
Basic Text	Sloman, J., and Sutcliffe M. (2001), Economics for Business, 2 nd Edition, Prentice Hall, Library Classification 330.024658SLO

CBS118 – Introduction To Financial Accounting and Reporting	Level 1
<ul style="list-style-type: none"> · To develop an understanding of the role of accounting in the modern world · To develop the skills of bookkeeping and producing financial accounting statements. · To develop an understanding of the logical, administrative, legal and quasi-legal pre-requisites for effective financial accounting practices. · To introduce student to the uses of final balance sheets and profit and loss accounts. 	

· Generally, to develop "graduateness".	
Prerequisite	None
Assessment	Coursework 50% , Final Exam 50%
Basic Text	Wood, F and Sangster A (2002), Business Accounting 1, 9 th edition, Financial Times/Prentice Hall, Library Classification 657WOO

CS 211 – Operating Systems And Applications	Level 2
This module covers the Applications Programming Interface (API) of an operating system, both from the point of view of how the functions accessed by the API are supported by an operating systems and of the use of an API by a programmer. It introduces the OS resources accessible through the API, including to the facilities of device independent I/O, process management, memory management and allocation, file systems, communications facilities and user interfaces, including textual, graphical and windowing systems. For each of these the underlying operating systems components and their interface to applications programs are studied.	
Prerequisite	(CSI59 or CS171(S)) and CS133
Assessment	Final Exam 70%, Coursework 30%
Basic Text	S G Tzafestas & J K Pal (2002), Real Time microcomputer Control of Industrial Processes, Kluwer Academic Publishers ISBN: 0792307798

CS225 – User Interface Design	Level 2
The aim of this module is to provide students with an understanding of the factors affecting the design of human-computer interfaces, and to introduce the principles and practice of interface design and construction. The approach is a practical one, with each student required to undertake the analysis, evaluation and redesign of an existing user interface. Students will be required to build and evaluate a user interface embodying their design.	
Prerequisite	(CS171(S) or CS159) and (CS124 or CS135 (S))
Assessment	Coursework: 100%
Basic Text	Benyon, Turner & Turner (2005), Designing Interactive Systems: People, Activities, Context, Technologies, Addison Wesley. ISBN: 379376

CS227 - Formal Computing Principles	Level 2
This module is intended as the first in a two level exposition of formal methods technology for the development of high quality software. This module aims to introduce the student to the techniques of formal proof in the context of algorithm correctness. The module also introduces formal techniques for the precise	

	specification of software requirements and the demonstration of their consistency.
Prerequisite	MTH140 & (CS159 or CS171(S))
Assessment	Final Exam 70%, Coursework 30%
Basic Text	Jacky J, (1997) <u>The Way of Z</u> , Cambridge University Press.

CS228 – Advanced Programming	Level 2
This module aims to give the student additional insight into object-oriented programming techniques, in the context of data abstraction, structures and algorithms. Inheritance patterns will be explored in implementing and reusing appropriate software components. A range of structured data types will be studied together with construction, traversal and manipulation methods, with appropriate emphasis on efficiency issues.	
Prerequisite	CS171 (Double Pass Required)
Assessment	Final Exam 50%, Coursework 50%
Basic Text	Watt da & brown fd, (2001) <u>Java Collections - An introduction to Abstract Data Types, Data Structures and algorithms</u> , Wiley.

CS229 - Internet Programming in Java	Level 2
This module aims to give the student additional insight into object-oriented programming techniques, in the context of data abstraction, structures and algorithms. Inheritance patterns will be explored in implementing and reusing appropriate software components. A range of structured data types will be studied together with construction, traversal and manipulation methods, with appropriate emphasis on efficiency issues.	
Prerequisite	CS171 (single) or CS159
Assessment	Coursework 100%
Basic Text	Geary DM (1999), <u>Graphic Java 2.0</u> , Pearson. ISBN: 3827295858

CS230 – Internet Technology	Level 2
The module will provide students with a thorough grounding in relevant technologies employed within the Internet. These technologies will broadly cover such things as Internet Security, web development, distributed objects and client/server architecture. The emphasis will be on a solid overview of these technologies, rather than an in-depth study of specific technologies. Some scripting will be used and will form part of the coursework component.	
Prerequisite	(CS135(S) or CS122 or CS124) and (CS159 or CS171(S))
Assessment	Final Exam 50%, Coursework 50%
Basic Text	Deitel, Deitel & Associates (2007), <u>Internet & World Wide Web: How to Program, 4th Edition</u> , Prentice Hall. ISBN:0131752421

CS235 – Computers And Networks	Level 2
This module provides the foundation knowledge of the operation of computer	

hardware, data communications and computer networks for students who are not computer science specialists. The module is designed to allow the student to gain an understanding of the underlying operation of computers and computer networks, and the capabilities and limitations of such systems. The module is designed to achieve this through an appropriate combination of theory and practice.	
Prerequisite	None
Assessment	Final Exam 70%, Coursework 30%
Basic Text	Comer, Douglas E, Computer Networks and Internets, Prentice Hall, 1997

CS245 – Computer Communications	Level 2
This module aims to provide a knowledge of computer communications from the users point of view and mainly in the context of local and wide area networks. It aims to give an overall understanding of the issues and constraints involved in computer communications and of the services and performance level provided to users.	
Prerequisite	CS133
Assessment	Final Exam 50%, Coursework 50%
Basic Text	Peterson L, (2007), 4 th Edition, Computer Networks, A System Approach, Morgan Kaufmann. ISBN: 0123705487

CS262 – Commercial Programming	Level 2
This module builds upon basic programming skills and develops them further; both theoretically and practically, in line with modern commercial programming practice. It aims to give students programming skills that are relevant to commercial software development. This will include object-oriented/event-driven programming and non-procedural data manipulation languages. Students will be exposed to the different methods available for manipulating data held in files and databases, and will further develop their experience in the use of software tools for program development. This module provides some useful and relevant practical skills for students intending to apply for professional training placements.	
Prerequisite	CS171 (S) or CS159
Assessment	Coursework: 100%
Basic Text	Smiley J. (2005) Learn to Program Visual Basic Databases, Firewall Media, ISBN:8170082412

IS209 – Artificial Intelligence Methods	Level 2
This module aims to introduce students to the main concepts and a range of techniques used in the development of applications in realm of Artificial Intelligence (AI). Application of these techniques in solving AI problems is discussed. The programming language Prolog is introduced as an essential tool	

for AI problem solving and is used as a basic vehicle for exploring the techniques presented in the module.	
Prerequisite	MTH140
Assessment	Final Exam 70%, Coursework 30%
Basic Text	R Lucas, <u>Mastering Prolog, UCL Press, 1996</u>

IS215 – Professional Skills And Group Project		Level 2
<p>This module provides the means by which an extended group project is carried out. It also provides reinforcement of the professional, ethical and legal aspects of computer science, personal skills development and an introduction to project management. It prepares honours students for their final year project by introducing theory to the project planning skills necessary to succeed with a project.</p> <p>It also provides further opportunity for personal and communication skills development particularly in relation to working in a team environment.</p>		
Prerequisite	IS131, CS135 or CS171(S)	
Assessment	Coursework 100%	
Basic Text	Bennett, Mcrobb and Farmer, (2005) <u>Object Oriented Systems Analysis and Design using UML</u> , McGraw-Hill, 3 rd Edition. ISBN:0077110005	

IS217 – Database System Concepts		Level 2
<p>This module provides an insight into how database systems are used commercially. It provides an introductory study of database theory, design and management together with some practical use of a multi-user database management system.</p>		
Prerequisite	IS190 or IS131	
Assessment	Final Exam 50%, Coursework 50%	
Basic Text	El-Masri, R and Navthe, S, <u>Fundamentals of Database Systems</u> . 4 th edition. Addison-Wesley, (2003), ISBN 0-8053-1755-4.	

IS222 - Enterprise And It Project Development		Level 2
<p>The module aims to provide an understanding of the practical and professional issues associated with the formulation and adoption of information technology solutions to business problems, and to demonstrate the need for formal planning and management in the development of information technology projects. It will further the development of business and inter-personal skills, including project planning and group management skills, and provide an understanding of the human aspects of the management of change. These skills will also be directed towards the preparation of a successful honours project.</p>		
Prerequisite	IS190 OR SOR193	
Assessment	Coursework: 100%	

Basic Text	MULLINS LJ (2002) <u>Management and Organisational Behaviour</u> (6 th Edition) FT-Prentice Hall
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IS232 – Multimedia Systems		Level 2
<p>The aim of this module is to enable students to design and build multimedia presentations and applications. The module has a substantial practical content. The module will introduce the students to the use of multimedia authoring systems and develop their skills in using a wide range of system features including the enhancement of prepackaged functions with scripting . The use of programming language environments to extend the functionality of systems and the methods used to enable the systems for Web access will be considered. The module will develop the student's skills in using a range of capture and virtual reality technologies.</p>		
Prerequisite	CS124 or CS135	
Assessment	Final Exam 50%, Coursework 50%	
Basic Text	Robert S Tannenbaum, <u>Theoretical Foundation of Multimedia</u> , Freeman, 1998	

IS266 – Systems Development Tools and Techniques		Level 2
<p>The role of this module is to build on the concepts addressed in 190IS/H40IS and equip the student with a more detailed knowledge of the main techniques utilised in the object oriented approach to Information Systems Development. It considers ways in which user involvement and CASE tools can improve the development process. This module is designed to equip the student with the ability to work professionally in a systems development context. It provides the analysts' view of shared techniques and the systems context for engineered software.</p>		
Prerequisite	IS131or IS190	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	Bennett S., Mcrobb S. and Farmer R. (2002), <u>Object-Oriented Systems Analysis and Design using UML</u> , McGraw-Hill, 2 nd Edition.	

CMC216 – Information Society		Level 2
<p>This module aims to assess the impact and significance of information technology in contemporary society, utilising a variety of theoretical debates and modes of analysis. In particular the module will examine the technological context in which information design practice is located.</p>		
Prerequisite	None	
Assessment	100% coursework - 2 assignments equal weighting.	
Basic Text	1. Bender G. & Druckrey T (eds) (1994) <u>Culture on the Brink:</u>	

	Ideologies of Technology. Bay Press, Seattle. 2. Thussu D. (1998) Electronic Empires: Global Media Local Resistance. Routledge. London.
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CBS204 – Principles Of Marketing		Level 2
To equip students with an understanding of the role of marketing in organisations and to examine activities embraced by the marketing function. Problem solving skills in marketing will be developed through the use of case histories. Students will have the opportunity to develop marketing responses to given scenarios.		
Prerequisite	CBS102 or equivalent.	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	Adcock, Halborg, Ross (2001), Marketing: Principles and Practice, 4 th edition, Financial Times/Prentice Hall, Library Classification 658.8MAR	

CBS209 – Management Of Organisations		Level 2
The module aims to familiarise students with important concepts and research in the areas of: organisational design (structure and systems), organisational behaviour and decision making in an organisational context. These concepts will be related to, and used to explain significant modern management techniques. The module also aims to develop, especially through case analyses, the ability of students to analyse organisational situations and problems, and to propose and defend appropriate managerial action.		
Prerequisite	CBS102 or equivalent.	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	1.Mullins, L(2002), Management and Organisational Behaviour, 6 th Edition, Financial Times/Prentice Hall, Library Classification 568.4MUL. 2.Robbins, SP and and Coulter, M (2004), Management, 8 th edition, Prentice Hall International, Library Classification 658ROB. 3.Morgan, G(1989), Creative Organisation Theory, Sage, Library Classifications 658.4MOR. 4. Pugh, D (1977), Organisation Theory, 4 th edition, Penguin Business, Library Classification 302.35	

CBS217 – Financial Accounting		Level 2
This module builds on the foundations of bookkeeping and financial accounting introduced in CBS118, Introduction to Financial Accounting. Its primary focus is the financial accounting of limited companies. The main aims are to enable students to understand the framework governing financial reporting, the preparation and interpretation of financial statements of limited companies, and the limitations of financial accounts.		
Prerequisite	CBS118 or equivalent	

Assessment	Final Exam 70%, Coursework 30%
Basic Text	Atrill, Harvey, McLaney, (2001), Accounting for Business, 3 rd ed., Butterworth Heinemann, Library Classification 657ATR

CBS266 – Supply Chain Management		Level 2
<p>This module is intended to build upon the work of the compulsory core modules listed as entry requirements and to establish a foundation of knowledge, skills and techniques relating to the function of Materials Management and Production. The role, nature and contribution of function in different types of organisation in both public and private sectors will be analysed. The knowledge and skills relevant to the integrated management of the supply chain in satisfying customer and corporate objectives will be addressed.</p>		
Prerequisite	CBS102 or equivalent.	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	<p>1. Baily, P. et al (2004), Purchasing: Principles and Management, 8th edition, Financial Times/Pitman, Library Classification 658.72PUR</p> <p>2. Saunders, M. (2002), Strategic Purchasing and Supply Chain Management, 3rd edition, Prentice-Hall, Library Classification 658.7SAU</p> <p>3. Slack, N. et al (2001), Operations Management, 3rd edition, Financial Times/Prentice Hall, Library Classification 658.5OPE</p>	

CBS268 – Aspects of HR		Level 2
<p>This module provides the theoretical foundation for Level Three human resource modules. The overall aim of the module is to introduce the concept of strategic human resource management within the context of modern organisations. As part of this the module will look at the development of Human Resource Management and also consider some of the key Human Resource function.</p>		
Prerequisite	CBS102 or equivalent.	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	Armstrong, M (2001), A Handbook of Human Resource Management Practice, 8 th Edition, Kogan Page, Library Classification 658.3ARM	

CBS295 – Finance For Business		Level 2
<p>This second level module is designed to provide students with an introduction to both Financial Accounting and Management Accounting. The course outlines the way in which public accounts can be interpreted and the ways in which accounting data can be used for decision-making purposes.</p>		
Prerequisite	CBS102 or equivalent.	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	Davies, T and Pain, B (2002), Business Accounting and Finance, McGraw-Hill, Library Classification 657DAV	

CS320 – Principles Of Computer Networks	Level 3
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CS314-Computer Graphics And Visualisation		Level3
DVA203 – Design Cultures		Level 2
<p>The work of graphic designers reflects the cultural, social, political and economic climate of a given time and place. This module aims to place graphic design in a cultural context, with reference to historical examples from the various world wide design movements. It is essential for students to recognise both technical and cultural change and their underlying ideologies. The module aims to enable students to define a personal focus in their work and become critically informed and reflective practitioners. Historical examples will be discussed within various themes provided by the course team and visiting lecturers. The module aims to critically analyse the process and interpretation of graphic design within broader cultural, social and economic political frameworks. By analysing how we have come to believe what we believe about design, the module will enable students to employ the profession's history as a catalyst for their own ideas.</p>		
Prerequisite	GD127	
Assessment	Coursework: 100%	
Basic Text	D Hearn & MP Baker (2004), Computer Graphics, ISBN: 7302080844	

CS301 – Formal Methods In Software Development		Level 3
<p>This module provides a thorough introduction to a full-lifecycle Formal Method for software development. The Method is justified in terms of its rigorous approach to the cost-effective production of provably high-quality, fit-for-purpose software. Formal notations and techniques for specification, validation (animation), verification (proof) and refinement to code are developed. Methods for the modular construction of large software systems are introduced. These approaches will reinforce good Object-Oriented method practice seen elsewhere in the curriculum. The theory is reinforced by practical case study work with an integrated supporting toolkit.</p>		
Prerequisite	CS227	
Assessment	Examination: 70%, Coursework: 30%	
Basic Text	S Schneider, <u>The B-Method: An Introduction</u> , Palgrave, 2001	

This module is designed to extend the student's knowledge of computer networks, their operation and properties and to use this to explore issues related to the structure and operation of complete systems of interconnected machines. As such, it addresses in depth a small number of major themes in modern computing through their dependence on network connections. Principles among these themes are distribution and interaction of computers, internetworking in LANs and WANs and its relationship with open systems philosophy, distributed system properties and finally network service issues as they affect applications.	
Prerequisite	CS245
Assessment	Examination 70%, Coursework 30%
Basic Text	Halsall F (2003), data Communications, Computer Networks and Open Systems, 5 th Edition, Addison Wesley, ISBN: 020142293X

CS327 - Computer Vision And Image Processing	Level 3
Computer Vision is concerned with the capture of an image, its presentation, enhancement and further processing and analysis to permit decision making. This module introduces the models, algorithms and hardware involved, providing practical experience with image data. Sufficient mathematics is introduced within the module to allow students to appreciate the background to the methods being studied but emphasis is placed on the selection and use of appropriate techniques in the context of particular application areas such as G.I.S., Medical Image Processing, and Machine Vision in Manufacturing.	
Prerequisite	159CS or 238CS or 171CS
Assessment	Coursework 30%, Examination 70%
Basic Text	S.E.Umbaugh , Computer Vision and Image Processing, Prentice Hall PTR (1997) ISBN 0-13-264-599-8

CS330 – Computer Systems Design	Level 3
This module provides a fuller knowledge of computer structure and organisation, particularly as it affects support of modern applications environments and the effects of architectural issues on performance issues. The module examines the type of machine required to support modern highly interactive virtual memory application environments and examines the architectural considerations involved in and novel architectures proposed for the achievement of high levels of computational performance.	
Prerequisite	(CS211 or CS203 and CS159 or CS171(S))
Assessment	Final Exam 70%, Coursework 30%
Basic Text	1. S. Dasgupta <u>Computer Architecture: A Modern Synthesis Vol 2</u> , Wiley (1989). 2. Almasi & Gottlieb <u>Highly Parallel Computing</u> , Benjamin Cummins (1994).

CS 332 – Concurrent And Real-Time Systems Design		Level 3
<p>This module deals with the special problems encountered in the design, specification and implementation of systems that are required to operate within external time constraints, particularly in environments where the real-time performance of the system has safety implications. The module aims to provide an appreciation of the application design, the particular requirements for program correctness and the additional constraints on its achievement. The module aims to equip students with the theoretical, methodological and practical skills to address these problems.</p>		
Prerequisite	CS 210 or CS 211	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	<p>1. Burns & Welling, Real-time Systems and their Programming Languages, (2nd Edition) Addison Wesley (1996). ISBN 0201 40365-X</p> <p>2. GR ANDREWS, On Concurrent Programming Principles and Practice, Benjamin Cummins, 1991.</p>	

CS 356 – Networked Systems		Level 3
<p>This module provides a top-down view of the design and management of networked information systems, focusing on the provision of servers and services on a networked, the associated technologies and their management of modern distributed data systems.</p>		
Prerequisite	CS133	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	1. Burges M (2000). Principles of Network and system Administration, Wiley	

CS 333 – Embedded And Industrial computer Applications		Level 3
<p>This module deals with the particular concerns and requirements of computer systems used in embedded and industrial control applications, particularly with respect to development of such systems. It aims to provide students with an appreciation of this important application area and an understanding of the development techniques required.</p>		
Prerequisite	CS 211	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	1. SG Tzafestas & JK PAL, Real Time Microcomputer Control of Industrial Processes, Kluwer Academic Publishers.	

CS336 – Distributed Applications Development		Level 3
<p>The aim of this module is to provide students with the theoretical and practical knowledge to design and produce computer applications which consist of an assembly of distributed objects collaborating via the World Wide Web. It will cover in an integrated way the process of developing applications based on Web services, including components security, delivering functionality using state of the art software technology such as ASP.NET. The module should make extensive use of case studies and practical programming examples.</p>		
Prerequisite	CS230	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	<ol style="list-style-type: none"> 1. S. Dasgupta <u>Computer Architecture: A Modern Synthesis Vol 2</u>, Wiley (1989). 2. Almasi & Gottlieb <u>Highly Parallel Computing</u>, Benjamin Cummins (1994). 	

CS355 – Network Management		Level 3
<p>The module aims to give the student an understanding of the issues and underlying principles involved in network management, including LAN and WAN design.</p>		
Prerequisite	Pass in CS245	
Assessment	Final Exam 50%, Coursework 50%	
Basic Text	Stadler R, Stiller B, <u>Active Technologies for Network and Service Management</u> , Springer Verlag, 1999	

CS379 – Client/Server Software Development		Level 3
<p>This module aims to explore and evaluate current trends and practices in commercial software development and maintenance, with particular emphasis on distributed architectural models. A practical approach is adopted throughout, with a view to development of useful skills and awareness of what constitutes good practice. Commercial, industry-standard tools are employed as appropriate to solve realistic problems to meet a range of requirements using client/server systems, Internet applications and databases. This module will address new initiatives being fostered and adopted by industry.</p>		
Prerequisite	CS208 or CS228 or CS229 or CS238 or CS239 or CS262	
Assessment	Coursework: 50%, Examination: 50%	
Basic Text	Field & Keller (1998) <u>Project Management</u> , Thomson Business Press	

CS393 - Computing Project (Double)		Level 3
<p>The project module will be a major individual study in a computing related topic at Honours level. It will serve as the main vehicle for integration of the various course modules and should provide a focus for practical application of other course material. Each project must be unique and they will therefore vary in their scope and emphasis. However they should, in general, provide first-hand experience of an aspect of the analysis, development or application of systems. Projects are expected to be a substantial practical problem-solving exercise or a research study which require students to demonstrate their skills in organisation, time-management, investigation and communication. The Honours Project provides the opportunity to extend knowledge and experience in a specialised area.</p>		
Prerequisite	IS215 & IS266	
Assessment	Coursework 100%	
Basic Text	<p>1. Field M & Keller L.,(199 8) <u>Project Management</u>. International Thomson business Press School of MJS Project Guide for Computing and IT Degree Programme MIS Technical Report Writing Guidelines (These MIS documents are issued to each project student and are also held on websites to which students will be directed by the project co-ordinator.)</p>	

CA303 – Document Management		Level 3
<p>This module will familiarise students with document management systems currently being used within the work setting. Students will be engaged in practical activities to extend their understanding and skills in the manipulation and control of large documents. This will include the use and organisation of text, graphics, tables, charts and multi file documents. Practical skills will also be gained in the production of templates, tables of contents, and indexing. The module will refer back to the theoretical aspects of document management discussed in second year modules and relate this to the implementation of these theories and concepts in practical activities.</p>		
Prerequisite	CA203 or CA202.	
Assessment	<p>100% coursework. 2 coursework assignments Method of Assessment: Creation of printed and/or online documents . Reassessment Mode: For degree only: Coursework Reassessment Method: One practical project</p>	
Basic Text	<p>1. Hackos, J.T. 2002, Content Management for Dynamic Web Delivery, Wiley New York</p> <p>2. Hackos, J., Managing your Documentation Projects, John Wiley & Sons, New York 1994</p>	

IS306 - Advanced Human Computer Interaction		Level 3
<p>The aim of the module is to provide an opportunity for students to study, in more depth and in an integrated way, significant issues in the field of Human-Computer Interaction. Student's will be expected to extend their understanding of the theoretical basis of current thinking in relation to usability, and to explore the factors that will determine the success of future human-computer interactions. Students will be expected to take responsibility for their own learning within a stimulating, problem-solving framework.</p>		
Prerequisite	CS225	
Assessment	Examination: 70%, Coursework: 30%	
Basic Text	Dix A, Finlay J, Abowd G, Beale R. (2006), Human Computer Interaction (4th Edition). Pearson Education, Canada. ISBN : 0132390485	

IS322 – Data Management and Technologies		Level 3
<p>The module examines the role of data and database management systems in the context of large and complex information systems. It provides insight into the roles of the data and database administrator as well as examining advanced implementation techniques used in database systems software to meet enterprise needs. The issue of security in information systems is covered as an important aspect of modern data systems management. Both the relational data model and the object-oriented data model are adopted as foundation data models in various aspects of the material covered in this module.</p>		
Prerequisite	IS217 or IS237 or CS262	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	Silberschatz AZ, Korth H, (2005) Database Systems Concepts, 5 th Edition, McGraw-Hill, ISBN: 007124476X	

IS326 – Computer Project Management		Level 3
<p>This module encourages students to identify their previous contact with project management in all areas of life. This experience is then used as a foundation for developing skills, both human and technical, that will encourage them to work in project management developing or procuring computer based systems. Students are encouraged from the outset to see the role of the project manager within the broader perspective of strategic business management, understanding where projects come from and why they are selected. The roles of both the purchaser and the supplier of a computer-based project should be explored and understood. The importance of de facto project management, quality and estimating standards is emphasised. The human aspects of projects are considered in order that the student may understand the effect on morale, productivity and quality of management decisions.</p>		
Prerequisite	IS266 or CS208 or IS215 or IS222 or IS268	
Assessment	Coursework 100%	
Basic Text	FIELD M. & KELLER L. (1998), <u>Project Management</u> , International Thomson Business Press.	

IS331 – Business Information Technology Strategy		Level 3
<p>The role of the module is to provide a focus for the study of business information technology at a strategic level. It explores the framework by which IS/IT can be developed and managed so as to achieve the objectives of a business strategy. The module is complemented by an introduction to the methodology and techniques of IS/IT strategy. The module tackles the two interrelated issues, a management strategy for IT and the role of IS and IT in business strategy. It aims to apply the student's knowledge of management and organisational development in the context of information systems management, to provide an integrated view of business strategy and IS/IT strategy, and to demonstrate their interdependence.</p>		
Prerequisite	IS266 or equivalent	
Assessment	Coursework 100%	
Basic Text	WARD J and J PEPPER (2002), <u>Strategic Planning for Information Systems</u> , 3rd Edn. John Wiley	

IS344 - E-Commerce With Mobile Technologies		Level 3
<p>The aim of this module is to equip the student with a basis for advising an organisation on the technical feasibility of its e-commerce strategy. The module will familiarise the student with the e-commerce oriented aspects of Internet technology. This will be done through studying a combination of theoretical and practical elements that are associated with the implementation of e-commerce.</p>		
Prerequisite	CS230	
Assessment	Final Exam: 70%, Coursework: 30%	
Basic Text	E.Turban, (2003), <u>Electronic Commerce 2004: A Managerial Perspective</u> , Prentice Hall. ISBN: 0130094935	

IS345 - Interactive Multimedia		Level 3
<p>The aim of this module is to provide a student with a broader framework to consider implementation issues and future developments for multimedia. The module will deal with the practical use of architectural proposals for multimedia systems, such as the AHM(Amsterdam Hypermedia Model), and mechanisms associated with standards such as MHEGn, Hytime and SMIL(an XML language). The module will consider the implementation of multimedia in a distributed environment. The use of databases for multimedia data and the techniques for access to this data will be discussed.</p>		
Prerequisite	IS232	
Assessment	Examination: 70%, Coursework: 30%	
Basic Text	<ol style="list-style-type: none"> 1. Prabhat Andleigh and Kiran Thakrar, <u>Multimedia Systems Design</u>, Prentice-Hall, 1996 2. Francois Fluckiger, <u>Understanding Networked Multimedia</u>, Prentice-Hall, 1995 	

IS346 – The Digital Society		Level 3
<p>The role of this module is to examine the local and global impact of e-commerce, the Internet and digital trading on individuals and groups of individuals. It considers the effects of national and international policies in the area, and looks at attempts to introduce standards and regulation. The information technology infrastructure which makes e-commerce possible and the various pressures which shift transactions to the Internet or some other inter-business network are reviewed. These are put in the context of: the growth in the Internet; electronic transactions and PC ownership; the impact of the availability of digital information of all kinds on the global economy; the pressures on business to use and profit by this technology; and government initiatives to both promote and to control the Internet.</p> <p>Electronic commerce terminology, technical issues and business models (B2B, B2C, business-to-employee etc.) are explored and example applications are considered. The role of IT-producing industries (hardware, software, communications and service) and the impact on labour markets and job roles of the digital economy and the 'black e-economy' are evaluated.</p>		
Prerequisite	IS131 or IS190 or equivalent	
Assessment	Final Exam: 50%, Coursework: 50%	
Basic Text	1. Landon KC and Traver CG, <u>E-commerce: Business, Technology and Society</u> , 2 nd edition 2003, Addison Wesley	

IS370 – Advanced Information Systems		Level 3
<p>The module takes a broad look at techniques and methods for the development of information systems with a special emphasis on Object Oriented approaches and provides a basis for their evaluation. The recent history of Information Systems tools and techniques is one of large scale "methodologies" absorbing fringe methods that highlight particular aspects of the development process. The student will be introduced to ideas that give some additional perspectives to previous studies of current practice, and that provide some indication of future directions. Students will review existing methods of building Information Systems and gain a more detailed understanding of the features of IS development methods that are becoming of increasing importance but are not yet universally used. The evaluation of methodologies and the quality of information systems completes the coverage.</p>		
Prerequisite	IS266 or equivalent	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	<p>1. Bennett, S. McRobb, S & Farmer R., (2002) Object Oriented Systems Analysis and Design Using UML., (2nd Edition) McGraw Hill</p> <p>2. Gamma, E. et al. (1997), Design Patterns, Elements of Reusable Object Oriented Software CD-ROM Edition, Addison Wesley</p>	

	3. Checkland, P.B. (1999) Systems Thinking Systems Practice, John Wiley & Sons, Chichester.
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IS391 – Information Technology Project(Double)	Level 3
This project module will be a major individual study at Honours level. It can be based wholly within the area of information technology and serve as a vehicle for the integration of the various course modules studied previously. Alternatively can be based on the use of computing or information technology within another discipline which is being studied alongside and provide a focus for a practical application of other course material. Each project must be unique and they will therefore vary in their scope and emphasis. Projects are expected to be substantial practical problem-solving exercises or a research studies which require the student to demonstrate their skills or organisation, time-management, investigation and communication.	
Prerequisite	IS222 or equivalent
Assessment	Coursework 100%
Basic Text	1. Project Guide (available from project co-ordinator)

CBS309 – Business Strategy	Level 3
The aim of the module is to provide students with an understanding of strategic decision making. To this end, the module critically examines techniques available to companies aiming to develop sustainable competitive advantage in their industry.	
Prerequisite	CBS209
Assessment	Final Exam 70%, Coursework 30%
Basic Text	Johnson, G and Scholes, K (2003), Exploring Corporate Strategy, Text and Cases, Prentice Hall

CBS347 - Management Accounting For Business Decisions	Level 3
To provide students with an understanding of the practices and principles of management accounting and their use in managing organisations. The course will build on previous studies and develop problem solving and critical capabilities by exploring business problems and current issues in management accounting.	
Prerequisite	CBS295 or equivalent.
Assessment	Final Exam 70%, Coursework 30%
Basic Text	Drury C.,(2000), Management and Cost Accounting, 5 th edition, Thomson Learning: Business Press

CBS353 – Employee Development		Level 3
<p>The main aim of the course is to provide the student with a clear understanding of the philosophy and practice of Employee Development and the contribution it makes to effective operation of an organization. Some emphasis will also be placed on training design and delivery.</p>		
Prerequisite	CBS268 or equivalent	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	1.reid and Barrington (1997), Training Interventions, 5 th edition, IPD	

CBS381 – International Business		Level 3
<p>The aims of the module are to define the scope of international business and emphasise the differences between domestic operations and business in an international context. The module will also introduce the use of disciplines such as geography, politics, economics, law, finance and history in order to understand their impact on the current conduct of international business. World trade patterns and the functions of the international institutions will be examined and related to the operational methods of world business. The business strategies used by organisations in their international objectives will be brought into the context of the global economic and political environment. The financial environment of international business will be examined through the types of global investment, geographic the organisations involved. The student is to understand the influences in the international business environment and critically assess the importance of these in formulating global strategies.</p>		
Prerequisite	None	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	Daniels, J and Radebaugh, L (2003) International Business, Environments and Operations, 9 th edition, Prentice Hall, Library Classification 658.18 DAN 10 th	

CBS393 – Marketing Strategy		Level 3
<p>This module is designed to consolidate and expand on the knowledge and understanding of marketing that students have gained in Levels One and Two. In particular to stress the role of marketing beyond the purely functional incorporating and revisiting all aspects of importance in achieving competitive success in a dynamic marketplace. In this it also relates to, and builds upon the study of business policy, a key part of the BA Business studies Degree Programme.</p>		
Prerequisite	CBS204 or equivalent	
Assessment	Final Exam 70%, Coursework 30%	
Basic Text	<p>1. Adcock, D (2000), Marketing Strategies for Competitive Advantage, Wiley.</p> <p>2. Piercy, N F (2002), Market-Led Strategic change: A Guide To transforming The Process of Going to Market, 3rd Edition, Butterworth Heinemann/Chartered Institute of Marketing</p>	

4. PROGRAMME ACADEMIC REGULATIONS

These regulations shall apply to the award of the 3+0 Programmes by Coventry University. The 3+0 degree is awarded by Coventry University. There is no comparable award of INTI International College.

4.1 Duration of registration

The maximum period of registration shall be SEVEN years.

4.2 Assessment and reassessment

The distributions of coursework and final examination marks might vary. Students are advised to refer to the course structure for the actual distribution of marks.

The final examination covers the entire course syllabus and the format for the examination paper is specified in the course structure for each academic subject.

4.2.1 Grading Scale

Grading Symbol	Distribution of Marks
A	70% - 100%
A-	67% - 69%
B+	63% - 66%
B	60% - 62%
B-	57% - 59%
C+	53% - 56%
C	50% - 52%
C-	47% - 49%
D+	43% - 46%
D	40% - 42%
F	0% - 39%

4.2.2 Course Format

January & May session	September session
<p><u>For all Computing subjects:</u> Week 1 to 14 Lecture 3-4 hours per week Tutorial 1 -2hours per week Laboratory session 2-4 hours per week</p> <p>Week 15 Final Examination</p>	<p><u>For all Computing subjects:</u> Week 1 to 3 Week 4 - Assignment and Test Week Week 5 to Week 8 Lecture 8 hours per week Tutorial 4 hour per week Laboratory session 6 hours per week</p> <p>Week 9 Final Examination</p>
<p><u>For all Non-Computing subjects:</u> Week 1 to 14 Lecture 3 hours per week Tutorial 1-2 hours per week</p> <p>Week 15 Final Examination</p>	<p><u>For all Non-Computing subjects:</u> Week 1 to 7 Week 4 – Assignment and Test Week Week 5 to Week 8 Lecture 6 hours per week Tutorial 2 hour per week</p> <p>Week 9 Final Examination</p>

4.2.3 Assessment Of Coursework

(a) **General Student Responsibilities:**

It is the responsibility of the student to:

- i. submit all assignments by the due date;
- ii. submit all assignments with a coursework specification cover sheet;
- iii. ensure that all work is word processed, spell checked, and then printed so the text is legible and error free;
- iv. seek an extension (if they have a good reason) from the lecturer prior to the due date for the submission of the assignment.
- v. not submit the assignment by e-mail, unless specified as part of a requirement for the assignment.

(b) **General Lecturer Responsibilities:**

It is the responsibility of the lecturer to:

- i. give the deadlines for the coursework within two weeks after the session begins.
- ii. give feedback to the students using the standard coursework specification cover sheet, which could be adapted to suit requirements of different pieces of work.
- iii. announce the result of the coursework for the students via lecturers notice board latest by week 14.

(c) **Submission of Soft Copy Assignments (if applicable)**

It is the responsibility of the student to:

- i. submit all assignments by the due date via the UNIX/ Windows NT or 2000 program specified by the lecturer in the assignment description;
- ii. ensure that each file submitted contains an acknowledgement of the student as author of the codes in that file;
- iii. indicate in the acknowledgement, any source of material other than their own independent work;
- iv. seek an extension (if they have a good reason) from the lecturer prior to the due date for the submission of the assignment.

(d) **Late Submission of Coursework**

- i. Extensions of time to submit material for assessment can only be granted in exceptional circumstances.
- ii. Written notice should be given at the beginning of lectures for each subject of the requirements for the subject and this information includes the dates for the submission of work for assessment.
- iii. "Pressure of work", either from employment or from other subjects, is not an acceptable reason for seeking an extension of time.
- iv. All instances where illness will prevent you from meeting the due dates for assessment will need to be substantiated with a medical certificate from a doctor.
- v. If an extension is not granted then penalties apply to late submission of work, though each case is looked at individually.
- vi. Late submission of coursework will carry a penalty as follows:

Late submission (for each piece of work):

1st day = minus 20%

2nd day = minus 50%

Later than that = 0 mark for coursework

(e) **Special Consideration**

- i. A student who is affected by serious illness or other circumstances beyond his or her control may ask that those circumstances be taken into account when performance in an individual subject is being assessed.
- ii. A written application, together with supporting documentation, must be lodged normally no later than 3 days following serious illness or other cause beyond his or her control, with the Student Affairs Office, which will be responsible for transmitting the request to the appropriate Academic Units.
- iii. The decision to accept or reject an application for special consideration in each subject is to be made by the Dean of School / Head of the Department or his/her delegate.

- iv. Special consideration may mean that:
 - a. a student's result is reconsidered without any additional work required (or the student must submit additional written work and/or sit for a supplementary examination)
 - b. the student must submit additional written work and/or sit for a supplementary examination.

4.2.4 Reassessment Criteria

Reassessment (whether by resit or retake) of a module or component shall normally be restricted to a maximum of two attempts. These must normally be completed within 4 semesters following the original failure in that module.

The Examinations Board shall have the discretion to decide if a student is required to retake a module.

Any module(s) passed at a second or subsequent attempt (whether by resitting or by retaking the module) will carry the higher of 40% or the original module mark(s) concerned, unless the Examinations Board had nullified the original attempt(s) (e.g. on medical grounds)

4.2.4.1 Reassessment Procedures

Students are required to come to the School and collect the assignment kit. All due dates specify in the kit must be strictly adhere to. Completed assignments are to be submitted back to the School. Student must sign and write the date in a checklist when they collect and return the assignments to the respective programme officer.

4.3 Awards and classification

4.3.1 General

In respect of a Bachelor's Degree with Honours, the class of the award to be made to each student shall be based on performance in modules as specified. The classification shall be based on either:

- i) the average mark of 6 single modules (inclusive of Double Module Project) with the highest marks at level 3,
- ii) or; the average mark of 15 single modules (inclusive of Double Module Project) with the highest mark at level 2 and above, whichever is the higher.

The average shall be rounded to the nearest whole number before being used to establish the classification (.5 being rounded up).

For all Honours Degree awards, the Project module (double) must be included in the classification calculation

4.3.2 Module pass requirements

A student is deemed to have passed a module if:

- (a) the total module mark is $\geq 40\%$, **and**
- (b) the coursework and final exam components must be $\geq 35\%$ each

If a student has failed a module, then any component (coursework or final exam) with marks $< 40\%$ needs to be reassessed. Reassessment shall comprise of either resitting the failed component(s) without re-registration on that module or retaking the complete module and all its assessments. If a student failed in all his/her attempts then, the Head of Programme may permit a student to replace one or more modules by modules of equivalent value.

4.3.3 Academic award requirements

(a) To be eligible for consideration for any particular award, a student must have satisfied the following requirements by the end of the course:

- (i) A student must enrol in a minimum of 27* subjects from Levels 1 to 3 in a given Programme.

Academic Awards	Conditions	Minimum subjects to be passed				
		Total	L1	L2	L3	
Degree awards						
Degree with Honours	Students who have enrolled in a minimum of 27 subjects (100 credit hrs) from Levels 1 to 3 in a given Programme and passed all subjects taken.	27*	11	8	8	
Degree without Honours (Pass) Degree	Students who fail the Double Module Project and have met the Pass degree requirements listed in 4.3.3 (b)	18*	5	5	4	Plus any 4 subjects from L1 to L3
Interim Awards						
Diploma of Higher Education (DipHE)	Students who fail to achieve a degree award.	14*	5	5		Plus any 4 subjects from L1 to L2
Certificate of Higher Education (CertHE)		5*	5			

* does not include compulsory LAN subjects for Malaysian students

(ii) A Head of Programme may permit a student to replace one or more modules by modules of equivalent value at a higher level.

(iii) The classification boundaries for First Class, Upper Second Class, Lower Second Class and Third Class shall be 70%, 60%, 50% and 40%, respectively; the Examinations Board does not have the discretion to vary these thresholds.

- (iv) A student shall automatically be entitled to the class of a Degree with Honours determined by the classification percentage achieved.
- (v) Any student who enters for final assessment for a Bachelor's Degree with Honours, but is unsuccessful in obtaining an Honours award and is considered for an approved alternative degree without Honours as specified in the regulations for the course may receive the award with Merit or Distinction.
- (vi) Students awarded an unclassified degree in this way shall be eligible to seek to upgrade their unclassified (Pass degree) award to a degree with Honours by resitting failed modules.
- (vii) Merit and Distinction Criteria
To gain a Distinction a student must obtain an average of at least 70% at the first attempt in the five modules with the highest marks at level 3 (for Degree); to gain a Merit a student must obtain an average of at least 60% in the same calculation
- (viii) When the pass requirements for the honours award have been satisfied, the classification calculation must use the marks achieved at the first attempt for any reassessed level 3 modules. (the calculation for classification is taken from the original module marks before resit, student cannot resit to improve on their original classification)

4.3.4 Requirements for Pass Degree : (Varies For Different programmes)

1. **Computer Science (BCSCU)**

- a. Pass minimum of five (5) Level 1 subjects
- b. Pass minimum of five (5) Level 2 subjects (including 3 mandatory subjects)
- c. Pass minimum of four (4) Level 3 subjects (including 2 mandatory subjects – IS326 & CS379)
- d. Pass minimum of four (4) subjects in Level 1, Level 2 or Level 3.

2. **Software Engineering (BSECU)**

- a. Pass minimum of five (5) Level 1 subjects
- b. Pass minimum of five (5) Level 2 subjects (including 3 mandatory subjects)
- c. Pass minimum of four (4) Level 3 subjects (including IS326 and 1 mandatory subject)
- d. Pass minimum of four (4) subjects in Level 1, Level 2 or Level 3.

3. **Network Computing (BNCCU)**

- a. Pass minimum of five (5) Level 1 subjects
- b. Pass minimum of five (5) Level 2 subjects (including 3 mandatory subjects)
- c. Pass minimum of four (4) Level 3 subjects (including IS326 and 1 mandatory subject)
- d. Pass minimum of four (4) subjects in Level 1, Level 2 or Level 3.

4. Business IT (BITCU)

- a. Pass minimum of five (5) Level 1 subjects
- b. Pass minimum of five (5) Level 2 subjects
- c. Pass minimum of four (4) Level 3 subjects
- d. Pass minimum of four (4) subjects in Level 1, Level 2 or Level 3.

5. Multimedia Computing (BMCCU)

- a. Pass minimum of five (5) Level 1 subjects
- b. Pass minimum of five (5) Level 2 subjects
- c. Pass minimum of four (4) Level 3 subjects
- d. Pass minimum of four (4) subjects in Level 1, Level 2 or Level 3.

4.4 Appeals Procedure

The Academic Board has approved procedures for students to request a review of a Examinations Board's decision and to appeal against such a decision. After promulgation of examination results, a student who feels that there is due cause may initiate these procedures. A detailed copy of the procedures is available from the Examinations Centre.

4.5 Dismissal from the Programme

At the discretion of the Examination Board, students are normally advised to leave programme if the student has:

- a) failed all courses enrolled for the semester or
- b) achieved a semester average of below 30% or
- c) failed in the 3rd attempt in one or more subjects taken.

They are normally not allowed to enrol for the following semester. However, they may appeal to the Dean of the Faculty of Computing and IT for readmission.

4.6 Suspension for one Semester of Studies

This is one of the punishments imposed by the College Academic Disciplinary Committee to students caught cheating in examination or misbehaving in their classes or in the college grounds.

4.7 Class Attendance

Attendance of all classes is compulsory. A student with unsatisfactory attendance may be barred from final examination.

For local students, any unexcused absence of 3 times will be reported to the Head of Programme. For international students, any absence of 2 times will be reported at once to the Head of Programme and the International Office.

- **The existing absenteeism procedure stays for 100% coursework modules too. The coursework marks are given “ZERO” even if they have submitted the courseworks. Students who have been barred due to absenteeism but have already submitted some coursework, which they want to be considered, may always appeal if they have valid reasons. If the reasons are valid, than the HOP and Dean may recommend for the coursework to be accepted (and thus “debar” the student). This will than be brought to the Exam Board for the Chairman’s approval.***

4.8 Guidelines For Student Avoidance Of Plagiarism

A. What is Plagiarism?

Plagiarism is the unacknowledged use of another person’s ideas, words or work. The work submitted by a candidate, if not his or her own, must make clear acknowledgment of the work of others by means, for example, of bibliographic notes or the use of quotation marks with acknowledgment of the original author. Plagiarism may embrace more than a candidate copying the work of others and presenting it as his or her own in dissertation, projects, essays or other submitted work. It also includes reproducing an author’s written material from memory in the examination room in verbatim or near form without acknowledgment. In short, students must not pass off the written works of others as their own either inside or outside the examination room.

B. Methods To Avoid Plagiarism by Students

1. Students should be informed of the consequences of plagiarisms especially in term papers, group projects, report etc.
2. They should be shown the methods in the acknowledgment of another person’s work or idea, e.g. the work to be within quotation marks followed by in brackets, the author’s name and year of publication. The source is then cited in the bibliography section.
3. They should be shown the methods of expressing ideas in their own words and not to copy word for word from a text.
4. In a group project, students should write down the names of the members of the groups to indicate a common source of the data. However, the use and interpretation of the data must be in each student’s own words. He or she must do the write-up individually

without reference to others in the group except where due acknowledgement is made.

5. To discourage plagiarism, the title page of all assignments presented for assessment must include the following statement and be signed by the student :

“ I declare that this is my own work except where due references are made”.

C. Procedure for handling Plagiarism

1. The lecturer/tutor refers the piece of work to Head of the Department / Dean of Faculty;
2. If the student is guilty of plagiarism then a grade of zero will be given for that piece of work;
3. The student will be informed in writing of this decision;
4. The student has the right to appeal through proper consultation with HOP/PO.

4.9 Academic Dishonesty

Procedures on the handling of academic Dishonesty committed by a student

1. A suspected Academic Dishonesty (AD) act is one by a student or candidate who in doing so is suspected of cheating in a test, a project, an assignment, a final examination or a component of an assessment that contributes marks to a course evaluation.
2. The evidence of the AD act is then sent to the Examinations Centre/Unit together with a report by the lecturer/officer. The collated report by the Exams Centre is then sent to the relevant School according to the subject involved. (with a copy of the notice sent to the V.P. Academic Affairs and the Dean of the Faculty in which the student is enrolled.
3. The details of the report are as given in the Academic Dishonesty Form issued by the Examinations Centre.
4. The evidence of the AD can be one or more of the following:
 - (a) unauthorised material brought into the examinations venue by (or found on) the student;
 - (b) data written on parts of the body such as the palm of the hand, etc. This should be photostated; if possible. If not, the evidence should be described and verified by another lecturer/officer;
 - (c) communicated with an unauthorised person; or

- (d) participated in an act that in the opinion of the officer-in-charge/supervisor/invigilator constitutes an act of AD
5. After the evidence had been obtained, the student under suspicion of AD, should be allowed to complete the test or examination. However, no extra time is given to the student concerned.
 6. The student suspected of AD is instructed to contact the officer-in-charge of AD, in the particular Faculty (as per the examinations paper) after the particular examinations paper at the latest or by the next working day.
 7. The officer-in-charge of AD will then interview the student for his/her explanation on the AD. The date and time of the AD hearing is then set. (The date of the AD hearing is normally set as soon as possible or in the first week of the new semester if the AD was committed during the final semester examinations.)
 8. The following documents are prepared by the officer in-charge for the Faculty Academic Dishonesty Committee's (S.A.D.C) hearing:
 - (a) a report by the invigilator/officer containing the evidence;
 - (b) materials such as question paper, colour of answer booklet and loose paper on that examination day;
 - (c) a report, a summary of the interview, a sample of the student's handwriting if relevant, whether the materials confiscated are relevant for the examinations etc. by the officer in-charge of AD;
 - (d) written statement by the student (including a plan of his/her sitting position in the examination venue);
 - (e) the student's file;
 - (f) any other matters that may help the Faculty Academic Dishonesty Committee (S.A.D.C.) in its deliberation.
 9. The composition of the S.A.D.C is as follows:

Chairman	:	Dean of the Faculty or Person Appointed by the Dean
Members (at least 2)	:	Head of Programme or Lecturers
 10. The Officer-in-charge of AD (secretary) convenes a meeting of the S.A.D.C and attends the meeting, if necessary.
 11. A hearing is done for each case.
 12. Towards the end of the hearing, the student is informed that, on the basis of the evidence presented, the Committee will make one of the following possible decisions:
 - a) there is no case against the student and no further action is taken or;**

b) there is circumstantial but not concrete evidence against the student, as such:-

- I. the student is given a warning letter;
- II. the student is sent for counselling by IECC and/or the Programme Coordinator. **Or;**

c) there is a case against the student who is given the following sentences:-

- I. the examination paper or in the case of coursework the particular component of the evaluation is given a zero mark;
- II. the examination paper is given a failed grade
- III. the student is suspended for one semester OR asked to withdraw from the College;
- IV. the student is not allowed to resit the paper
- V. the student's I.C. number (without name) is displayed at appropriate places in the campus plus his or her offences and punishment;
- VI. a letter containing the decisions of the S.A.D.C. together with a warning is sent to the student with a copy to the parents/guardians.
- VII. the student is sent for counselling by IECC and/or the Programme Coordinator.

13. Before the student leaves the room, he or she is told to contact the Secretary of the S.A.D.C the next working day to find out the results of the hearing.

14. The decisions of the hearing are recorded in the student's file and signed by members of the S.A.D.C.

15. The Secretary of the S.A.D.C will then carry out the following:-

- i. the form containing the decisions of the Committee is sent to the VP(Academic Affairs) for approval.
- ii. * inform the student of the results of the hearing;
- iii. * put up notices with assistance of Student Affairs Dept. (six copies), the actions taken according to the decisions of the S.A.D.C. or the Appeal Committee.
- iv. * inform the lecturer concerned, the Director of the Examinations Centre and the Head of the particular programme, if the weightage of a particular component of the course evaluation is given a zero mark; Finance dept. should be informed, if the student is given a one semester suspension.
- v. * return the student's file to the Office of Admission & Records.
- vi. * send a standard letter of thanks to the lecturer who reported the case(s) of Academic Dishonesty.

* The above procedures are only carried out after the student has acknowledged and accepted the decision of S.A.D.C. or in the case of Appeal, it is after the decision of the Appeal Committee.

16. In the event that the student does not accept the decision of the S.A.D.C., he or she may appeal to the Appeal Committee with written fresh evidence/reasons. The Appeal Committee is convened by the respective Head of Programme with the student present.
17. The decision of the Appeal Committee is final. This decision is forwarded to the School concerned by the HOP.

4.10 Dismissal from INTI International University College

Students can be dismissed from the college under the following conditions:

1. Repeated a subject or semester for more than three times.
2. Failed all subjects taken in a semester or low semester average of less than 30%
3. Directed by the Disciplinary Committee as a result of misbehaviour in the college or cheating during an examination/test/assignment.

5. TEACHING AND LEARNING STRATEGY

The underlying principle of the teaching and learning strategy associated with the programme is to enable a wide range of learning opportunities which are appropriate to the different areas of study. The approaches adopted include student-centred and self-paced learning in addition to more traditional methods. The proportions of these different components will vary from module to module as appropriate to the student population and the subject material.

Within each module description, the aims and learning objectives are defined. Each module also has an identified allocation of hours. This should be interpreted as a convenient way of estimating the requirements of each module. In terms of staff and accommodation the actual allocations on a semester by semester basis are described below.

Staff will be assigned to each module before the start of each session based on the number of hours defined for that module and the estimated student enrolment on the module.

The staff follows the teaching programme and assessment schedule in the module description for the semester. The staff will decide how to use the resources available for that module to achieve the module learning objectives in the most effective ways.

The time indicated in each module specification as lecture time will be used in a variety of ways.

The traditional lecture is still seen as an effective way of presenting knowledge to large groups of students. Emphasis will be placed on the use of student handouts to back up the lectures as well as use of pre-prepared slides and other aids. The students should

therefore be free to concentrate on the subject matter of the lecture without undue emphasis on note taking.

Student-centred learning is used as appropriate as an alternative or as a supplement to conventional lectures. This is based mainly on published material available from the library but INTI International University College has also developed some experience of producing its own materials. In either case the time allocated for lectures will be used to set the context, to set learning targets and to cover topics where the group as a whole may experience difficulties.

The time allocated for tutorials (including seminars and laboratories) will be used in a variety of ways. Tutorials and seminars are normally scheduled in general purpose accommodation and laboratories are scheduled in specialist accommodation. The way in which the time is used varies considerably and changes as the students gain in maturity. In the preceding Diploma courses, the students will work with staff present so that their progress can be monitored and so that problems can be dealt with promptly. As the students gain in maturity more emphasis is placed on self-pacing assessment and the time-tabled hours are used as guidelines with the onus on the students to seek help as they require it.

Group and project work is an important feature of study within computing and information technology. Group coursework enables students to work together on reasonable size assignments as they would in a small project team in industry. The Diploma courses all include a major group project module which is undertaken primarily to develop enterprise skills alongside the development of a professional product.

5.1 Course Counselling

There is a Mentor-Mentee services given to all undergraduate students. A Mentor (Lecturer from Faculty of Computing and IT) is assigned for a small group of students, allowing closer supervision and monitoring of the students' progress and providing an opportunity for individual counselling. The "Mentor-Mentee" will meet at least once a semester or as required. This arrangement is intended to facilitate student feedback on general academic and other issues as well as aiming to identify and deal with other problems as they arise.

5.2 Double Module Project

The final-semester double module project is one of the principal features of an Honours programme. This is a major individual piece of work serving as the main vehicle for integration of the course modules studied. In general, the project is expected to be a substantial practical problem - solving exercise emphasising various appropriate aspects of a computer-based system development. A double module project is expected to be a systems development exercise or a research investigation and analysis. Students will not only extend their knowledge and experience in a specialised area of interest but they will be able to improve their ability to organise and time-manage as well as promote their skills in investigation.

Honours students will be allocated a project supervisors for the project module and he/she will act as an advisor on academic or other matters.

Students receive advice and guidance on their programme of study from their Head of Programme.

5.2.1 Honours Project Assessment Procedures

The following describe the assessment process to be adopted the of final year special study honours projects.

Three main assessment areas are :

- A. Quality of Project
- B. Quality of Report
- C. Conduct of Project and Presentation

A. QUALITY OF PROJECT

1. Depth and Quality of work

Correctness and appropriateness of method, amount and intricacy of work involved, etc.

2. Achievement of Objectives

Measured against agreed objectives but taking into account unforeseen problems.

3. Learning and Research

Investigation and use of sources beyond normal “taught” areas of the course.

B. QUALITY OF REPORT

1. Structure and Content

The main material in the report and its organization into section, etc.

2. Layout and Readability

The “presentational” quality of the report, including spelling and clarity.

3. Technical Documentation

Design and implementation descriptions, some possibly in separate appendices.

C. CONDUCT OF PROJECT AND PRESENTATION

1. Diligence and Initiative

Response to supervision, application, self-organization, resourcefulness.

2. Management and Control

Have appropriate project management techniques been used and were milestones set and met?

3. Presentation

Students project demonstration/presentation will be assessed on the following criteria:

- General organization of presentation (including introduction, summary, choice of material)
- Quality and use of visual and other aids
- Fluency of talk including body language
- Question handling

The marks available for the supervisors to award for each categories are shown on the following table:

	First Supervisor	Second Supervisor
A. Quality of Project	40	40
B. Quality of Report	40	40
C. Conduct of Project & Presentation	20	20

The mark allocated to the student will be calculated using the following formula:

$$(0.6 \times \text{First Supervisor's Total} + 0.4 \times \text{Second Supervisor Total})/200 \times 100$$

The two assessors should give their assessments independently, based on their personal knowledge of the project and the student's conduct of it. Besides the project report, they should consult the listing available and perhaps seeks further information from the student if necessary. Where possible, a demonstration should be arranged in order to show a working system, prototyped or other "product" of the project, and this may help establish the "achievement" more clearly than the report itself.

6. ADMISSION REQUIREMENTS

The following are the basic guidelines for entry into the 3+0 programme. In exceptional cases, applicants who marginally fall short of the requirements but who can offer evidence of their ability to cope with university level studies, may be considered for entry into the programme. This special consideration is given solely at the discretion of the Admissions Committee who will consider all cases based on individual merits.

6.1 Entry into Level 1

Candidates will normally be expected to possess any one of the following qualifications listed below including the English language requirements listed in 6.4.

Qualification	Description
DMIT/DICT	Pass in all subjects. Exemptions up to 30 credit hours.
STPM/'A' Levels	2 principal passes, CGPA – 2.0 (3 best subjects + GP)
UEC	5B
CPU	5 passes with an average of 55, no subject below 55
SAM	5 subjects with TER of 55, no subject below 10/20
TEE	5 passes with a min aggregate of 279 (from 4 examined subjects)
HSC	10 units with UAI of 55, no subject below 50
Others	Please contact INTI International University College for more information

6.2 Documents/Particulars Required for Application

- a) Completed application form (obtainable from INTI International University College),
- b) Certified true copies of all academic qualifications,
- c) 3 passport-size photographs (with name, IC number and programme applied in, written clearly on the reverse side); and
- d) Application fee
- e) Photocopy of I.C.

6.3 Payment of Fees

(The fees are given in a separate pamphlet)

INTI International University College requires all students to make payments by **CROSSED CHEQUES**, **POSTAL ORDERS** or **BANK DRAFTS** in favour of INTI International University College. No refund of fees is allowed once classes for the semester have commenced.

6.4 English Requirements

- The college requires all students enrolling in this programme to demonstrate a high level of proficiency in the English Language. The students must obtain any one of the following qualifications or its equivalent.

Entry to Year 1 or Year 2 :

SPM English Syllabus 1322	Grade 1-6
English 1119	Grade 1-6
GCE'O' Level	Pass
IELTS	Band 6.0 & above
TOEFL	550 & above
TOEFL (computer – marked)	213 or above
Pitman ESOL	Higher Intermediate / Advanced
UEC English	Grade 1-6

Students who do not meet any of the English requirements above are required to sit for EPT (English Placement Test). A student who fails the EPT will be required to enrol in one or more English Improvement Courses according to their EPT result:

EIP	Grade Result		
	A,B,C	D	A
EIP110	Proceed to EIP120	Repeat EIP110	-
EIP120	Proceed to EIP130	Repeat EIP120	-
EIP130	(B & C) Proceed to EIP140	Repeat EIP130	Entry into 3+0 programme & Foundation Programme
EIP140	Entry into 3+0 programme & Foundation Programme	Repeat EIP140	

Students entering this Programme from the INTI Certificates, Diplomas, and Foundation Programmes are deemed to have met the English language requirement. The Programme is administrated by the Faculty of Computing and Information Technology, in liaison with the Office of Admission and Record (OAR) and teaching staff delivering the modules. The Dean of the Faculty of Computing and Information Technology will designate a Head of Programme and Assistant Head of Programme to be responsible for the overall day-to-day management of the course and oversees all aspects of the courses within the remit of the Dean's Committee.

7. PROGRAMME MANAGEMENT

The Programme is administered by the Faculty of Computing and Information technology, in liaison with the Office of Admission and Record (OAR) and teaching staff delivering the modules. The Dean of the Faculty of Computing and Information Technology will designate a head of Programme to be responsible for the overall day-to-day management of the course and oversees all aspects of the courses within the remit of the Dean's committee.

7.1 College Administration

There are four main bodies at INTI International University College which are responsible for educational programme management and assessment. These are:

7.1.1 The Academic Board

The Academic Committee is now called the Academic Board. The change is to reflect the greater importance placed on the function of the Board.

Members of the Board are:

- i. President - Chairperson
- ii. Vice Presidents
- iii. Associate Vice Presidents
- iv. Deans of Faculty / Directors of Academic Centres
- v. A maximum of three appointed members, to be appointed by the President

The Board will carry out the following functions:

- i. prescribe the requirements of the College for registration of students and determine the conditions under which persons may be admitted to the College;
- ii. regulate and superintend the education of the registered students of the College;
- iii. to receive recommendations by the Faculty/Centres;
- iv. appoint internal and external examiners / moderators;
- v. determine the equivalency of external qualifications;
- vi. institute new Diplomas or Certificates and make or amend regulations for schemes leading to such qualifications;
- vii. award Diplomas, Certificates and other distinctions upon person worthy of such awards;
- viii. revoke awards made and withdraw all privileges connected to the awards;

At least half of the total membership of the Academic Board shall form a quorum.

7.1.2 The Examinations Board

Members of the Board are:

- i. Vice President for Academic Affairs - Chairperson
- ii. Vice Presidents
- iii. Associate Vice Presidents
- iv. Deans of Faculty / Directors of Academic Centres
- v. External Examiner(s) recommended by INTI International University College and appointed by Coventry University (required to be present when awards are made)
- vi. Representative(s) of Coventry University Faculty of MIS
- vii. Director of the Examinations Centre
- viii. Director of Admissions and Records

The Terms of Reference of the Board are:

- i. to determine the examination results for all candidates on the Programme, subject to the provisions of the validated course scheme, the examination regulations and any other relevant policy decisions;
- ii. to determine the academic status of every student and the discontinuance of students not fulfilling the academic requirements of the College;
- iii. to resolve abnormal examinations cases;
- iv. to make recommendations to the Academic Board for the formulation of policies pertaining to the examinations of the College

The Board of Examiners should only modify the conditions for progress or for an award in the light of relevant evidence submitted to it, and to ensure comparable standards from year to year. All discussions at meeting of the Board of Examiners are confidential.

7.1.3 The Academic Development Committee

The Academic Development Committee is an advisory committee to the Vice President for Academic Affairs. It is a committee coordinating academic matters across all faculty.

Members of the Committee are:

- i. Vice President (Academic Affairs) - Chairperson
- ii. Associate Vice President (Academic Affairs)
- iii. Relevant Deans of Faculty / Director of Academic Centres

7.1.4 The Dean's Committee

Members of the committee are:

- i. Dean/Assistant Dean of Faculty - Chairperson
- ii. Head/Assistant Head of Programme's, Certificate in Computing and IT
- iii. Head/Assistant of Programme's, 3 + 0 Programmes in Computer Science and Business Information Technology
- iv. Laboratory Coordinator

The Dean's Committee is responsible for the following:

- i. overall operation of all courses and programme's offered by the faculty,
- ii. effective delivery of courses, evaluation and revision of courses and programme of studies in accordance to the rules and guidelines written on this document,
- iii. to develop new syllabus and other academic programmes,
- iv. to safeguard and implement quality issues in all academic matters,
- v. to draw plans for successful marketing of all its programmes,
- vi. to make recommendations in updating academic facilities and teaching resources,
- vii. to recommend internal and external examiners/moderators to the Academic Board,
- viii. to appoint module leader for every course,
- ix. to make recommendations to the Academic Board, and
- x. to create additional committee's as need arises

The Dean's Committee will make sure that as course develops, the staffing, physical and academic resources will be maintained at an appropriate level.

7.2 School Management

All the courses within the remit of the Faculty of Computing and Information Technology will be managed as a single scheme.

7.2.1 Head of Programme

The Head of Programme (HOP) and Assistant Head of Programme (AHOP) oversee all aspects of the courses within the remit of the Dean's Committee. The Head of Programme reports to the Dean of the Faculty of Computing and IT. The Head of Programme will be assisted by Programme Officer (PO).

7.2.2 Module Leaders

A Module Leader will manage the operation and development of each module (or group of modules) and liaise with Head of Programme responsible for the courses which use those modules.

7.2.3 Laboratory Coordinator

The Laboratory Coordinator is responsible to the effective conduct, operation and staffing of all laboratory classes. He/she will liaise with Module Leader or Head of Programme. Laboratory Coordinator report to the Dean of the Faculty.

7.2.4 Mentor

Several members of teaching staff who teach on the course(s) will act as academic counsellor or mentor for a small group of students as described in section 7.2.1. They will be responsible for student support and advice on module choice in each part of the course:

- Helping students adjust to new methods of academic work and ensuring as far as possible that each develops effective study methods.
- Ensuring that students are aware of the regulations and their operation.
- Acting as a sounding board to students approaching the end of their course in respect of employment and courses of further study.

7.2.5 Programme Consultative Committee

Programme Consultative Committee, formerly known as Class Representative Meeting, consists of staff and students and is chaired by the Head of Programme or Assistant Head of Programme. Students are appointed or elected as Class Representative from the Programme. This Committee will provide an effective mechanism whereby students can interchange views and discuss problems that may be referred to the Head of Programme or Dean's Committee as appropriate. The committee will normally meet once per semester or as necessary to deal with problems of a more urgent nature.

7.2.6 Entry Qualification Accreditation Committee

The Entry Qualification Accreditation Committee consists of the Dean/Assistant Dean (chairperson), Head/Head of Programmes and Associate Vice President for Academic Affairs as the committee's adviser. This Committee will review and set standards and guidelines on the entry qualifications and course accreditation. The Committee submits recommendations to the Academic Board for approval.

7.2.7 Programme Curriculum Review Committee

This Committee consists of Module Leaders, Head/Head of Programme and Dean/Assistant Dean (adviser). This Committee is chaired by rotation by the Head/Head of Programme. The committee will meet as required to monitor the development and changes of the programmes' individual course structure or syllabus. The committee is responsible for organising and developing the course structure of academic subjects. They will submit recommendations to the Academic Board.

7.2.8 Pre-Exam Board Committee

The Pre-Exam Board Committee is an advisory committee to the Examinations Board. It is a working committee that reviews the result of the final examinations and coursework. The committee submits recommendations to the Exam Board.

Members of the Committee are:

- i. Dean/Assistant Dean - Chairperson
- ii. Head/Head of Programme
- iii. Relevant Module Leaders and Lecturers (by invitation)

7.3 Examination Process

The process is summarised in the following steps:

- i. INTI International University College Lecturer sets question papers and marking guides for final and resit papers.
- ii. INTI International University College Exam Centre compiles the papers and sends them to the Chief Paper Examiner/Collator (Lecturer). Chief Paper Examiner/Collator sets the final/resit papers and model solutions and passes them to the Exam Centre.
- iii. Exam Centre types the papers and sends them for local moderation.
- iv. Local moderators send report of changes and comments to Exam Centre.
- v. Exam Centre gives a copy of Local Moderators report to Chief Paper Examiner/Collator for action or revision.
- vi. Exam Centre sends papers to subject moderators at Coventry MIS and to INTI International University College External Examiner(s) for this Programme for external moderation.
- vii. Coventry MIS moderators and External Examiner(s) send report of changes and comments to Exam Centre.
- viii. Exam Centre gives a copy of moderators and External Examiner(s) reports to Head of Programme for action and revision.
- ix. Exam Centre to print the papers.
- x. Candidates sit for final exam.
- xi. Papers first marked by INTI International University College Lecturer and submit grades to Exam Centre.
- xii. Coventry MIS moderator(s) and External Examiners scrutinise scripts and assignments.
- xiii. Pre-Exam Board Committee Meeting.
- xiv. The College Examination Board meets with Coventry MIS moderator(s) and External Examiner(s) present to finalise student results.

The examination paper and other assessments will be determined ("set") by the module lecturer possibly in association with other colleagues. All lecturers are given briefings on how to set examination papers, mark scripts, set the marking scheme and

model solutions. The Faculty encourages all those who set examinations or other assessments to consider what answers they are expecting from candidates and to set this out as a "marking guide".

The assessments and marking guide will then normally be discussed by all staff associated with the Programme. Good practice would have all the assessments across all subjects being considered at the same time to identify overlaps, gaps in coverage etc and to promote diversity of assessment techniques to allow all students to demonstrate their strengths. When the internal team has agreed the assessments, the examination papers and marking guides are sent to the Exam Centre for local and external moderation. Local Examiners are appointed by INTI International University College and External Examiners and MIS subject moderators are appointed by Coventry University.

The School Pre-Exam Board Committee meets after the examination scripts have been marked. The Committee will look at the marks across the board, by student and by subject; that is the overall performance of a student should be considered as well as the performance of students as a group on a particular module.

7.3.1 Reassessment

Reassessment in either written examinations or coursework will take place at the normal examination time at the end of the next semester. In addition, candidates who are unable to present themselves for examination or who could not complete in-course assessments due to illness or other certified cause, should be given the opportunity to take an examination as a "first attempt" at a time that may also fit in with the resit period.

The form of any resit or deferred examination will follow that of the assessments offered at the main examination time.

8. FACULTY ENTERPRISE CODE OF PRACTICE

8.1 Introduction

Computing and IT courses have always contained a significant element of "enterprise" throughout each level/year. The profession has long since recognized the need for personal, transferable and team-working skills to be part of and developed within courses. The practices that relate to the School Enterprise Code of Practice are herewith summarized together with the strategy for their implementation:

8.1.1 Personal Capabilities

Students should accept responsibility for their learning and understand the importance of continuing development towards a professional career.

- i.) They should appreciate the requirements necessary in planning tasks and working effectively to meet deadlines including review of own work.
- ii.) They should be able to use to their advantage available information sources.
- iii.) They should be able identify areas of professional responsibility for ethical and legal issues affecting computing, information technology and related practice.
- iv.) They should be able to prepare an effective Curriculum Vitae and be able to present themselves positively at an interview.

8.1.2 Interpersonal Capabilities - Communication Skills

Students should appreciate the importance of sharing information to the effective operation of a working group.

- i.) They should be able to listen attentively and take notes to advantage.
- ii.) They should understand and be able to apply principles of effective presentation in a range of forms.
- iii.) They should be able to demonstrate a high level of skill in both oral and written communication.
- iv.) They should be able to analyses and critically evaluate information.

8.1.3 Interpersonal Capabilities - Working with Others

Students should understand and accept the value of differing points of view.

- i.) They should understand the principles of group dynamics in order to enable them to be an effective team member.
- ii.) They should be able to undertake, as part of a team, a significant project in their specialist area.

8.1.4 Vocational Capabilities

Students should understand the nature of the objectives of a business organisation and how each of the main managerial functions contributes to the total operation.

- i.) They should be able to develop the knowledge, general awareness of organisational behaviour and ther personal skills necessary to the pursuit of a successful career in the field of computing and IT.
- ii.) They should understand general system concepts and be able to use them in classifying systems.
- iii.) They should appreciate the importance of information to the operational and management functions of organisations.

- iv.) They should understand likely effects of technological change on organisations and people.
- v.) They should be able to identify the range and nature of jobs in relevant organisations for which they might be qualified.

8.1.5 Numerical Capabilities

Students should be able to apply methods of data collection, organisation and analysis to provide information.

They should understand and be able to apply appropriate quantitative techniques to support mandatory and core option modules.

8.1.6 Information Technology Capabilities

Students should be aware of current developments of IT in business and industry.

- i.) They should be competent in the use of a range of selected applications packages.
- ii.) They should be able to use IT effectively in the dissemination and presentation of information.
- iii.) They should appreciate the issues relating to software security and protection.
- iv.) They should understand the nature and/or operation of computer systems.

8.1.7 Innovative and Problem Solving Capabilities

Students should be able to present clear project aims and objectives and produce a plan in order to meet them.

- i.) They should be able to identify an appropriate strategy to adapt to find a solution to a problem.
- ii.) They should show diligence and initiative in problem-solving.
- iii.) They should be able to identify capabilities and limitations and make recommendations in respect of solutions arrived at.

The Programme Orientation week will be used to describe to students the Enterprise Code of Practice and the ways in which it will be implemented within a particular course.

8.2 Students Personal Development

All students will be advised to attend seminars, workshops and conferences related to the profession. All students will be advised as well to prepare an effective CV and to prepare for and present themselves well for an interview for a training placement or for employment on graduation.

8.3 Staff Training and Development

The Faculty of Computing and IT is actively involved in all the training activities sponsored by the College In-house Staff Development Exchange Programme (ISDEP). All staff required to earned and complete at least 24 credit hours training from all types of academic training sponsored by ISDEP per year. The most popular type of training is the Staff-Exchange programme in partner Universities in overseas.

9. PROGRESSION FROM 3+0 HONOURS DEGREE PROGRAMME

All successful honours graduates from the Programme are encouraged to pursue postgraduate study and will be guaranteed a place on one of the MSc courses at Coventry University:

- MSc Management of Information Technology
- MSc Software Engineering

Honours graduates from the BSc Computer Science are also eligible to apply for a place on the one year programme leading to the **International MBA** at Coventry University.

The MSc and MBA courses are one calendar year full-time courses.

10. PHYSICAL RESOURCES

INTI International University College is committed in providing adequate staffing, physical and academic resources to its students as the course develops, sufficient fund will be allocated in the requisition of additional facilities like computing lab, languages lab and books, magazines and journal for libraries. These resources will be maintained at an appropriate level in accordance and comparable to University standard facilities.

11. COMPUTER LABORATORY FACILITIES

The Faculty of Computing and Information Technology has set up “state of the art” computer laboratories to support the high standard of academic excellence and in support of meeting its philosophy and mission to provide quality education and services among students. The faculty is in full support of the government plan of developing the Multimedia Super Corridor, and is committed to educate the public, its students and staff by organizing seminars, workshops and training related to IT and Multimedia.

11.1 Computer Laboratory

- 2 laboratories rooms for general computing purpose (for FOCIT student only) – 2 labs each has 39 units of computers connected to the network.
- 1 laboratory room for graphic processing – the lab has 39 units of computers connected to the network.
- 3 laboratories room for application development and programming – the lab has 114 units of computers connected to the network.
- 1 laboratory room known as Media Lab- the lab has 18 units of computers connected to the network and most of the special hardware equipment listed at the back of this page.
- 1 laboratory room for SPSS (accounting / mathematical software) – the lab has 30 units of computers.
- 2 laboratories rooms for general computing purpose (accessible by all INTI students) – one of the labs has 50 units of computers and the other one has 38 units of computers connected to the network.
- 1 laboratory room for multimedia development (Level 1) – the lab has 55 units of computers connected to the network.
- 1 laboratory room for multiplatform environment (Level 1) – the lab has 57 units of computers connected to the network.
- 1 laboratory room for Research & Development (Level 1) – the lab has 30 units of computers and 10 units of iMac connected to network.
- 1 laboratory room known as H/W Interfacing Lab (Level 1) for hardware interfacing and installation – the lab has most of the PC electronic equipment and it can accommodate up to 60 students
- 1 laboratory room known as Networking Lab (Level 1) for data communications training and installation – the lab have raised floor, computers, network equipment and tools. This room can accommodate up to 40 students.
- 1 laboratory room known as Plug In Lab is temporary closed down for other usage.

The school has 16 computer labs with 558 units of computers and, all workstations are connected to Internet via 2.0 Mbps digital leased line.

11.2 Special Hardware Equipment:-

- a) Webcam
- b) Digital video cameras
- c) Digital cameras
- d) Colour printers (HP and Epson colour printers)
- e) LaserJet printers (LaserJet 8100N printers)
- f) Roland Electronic MIDI keyboard
- g) Sound Blaster & Altec Lansing speakers
- h) Digital video capturing and editing facilities
- i) CD labeling printer
- j) CD writers
- k) Color scanners
- l) Television

- m) Karaoke VCR
- n) Computer electronic components
- o) Computer electronic components testing tools
- p) Soldering equipment
- q) ZIP drives
- r) LCD projector

11.3 Computer Software :-

Operating Systems

- a) Microsoft XP, 2000, NT
- b) SUN Solaris
- c) LINUX
- d) Mac OS

General productivity software

- a) Microsoft Office 2000 Professional

Programming languages

- a) Qbasic
- b) Borland Turbo Assembler
- c) Turbo Pascal
- d) Visual Basic
- e) Fortran
- f) Delphi
- g) Visual C++
- h) Visual J++
- i) Sun Java SDK

Desktop Publishing/Graphic Processing software

- a) Adobe PageMaker
- b) Adobe PhotoShop
- c) Adobe Paint Shop Pro
- d) Corel Draw
- e) Adobe Illustrator
- f) Adobe Acrobat

Accounting software

- a) SPSS
- b) UBS

System development tools

- a) System Architect CASE tools
- b) Visio Professional

Database/Fourth Generation Language (4GL)

- a) Oracle
- b) FoxPro

Project Management

- a) Ms Project

Artificial Intelligence

- a) Visual Prolog

Anti virus protection

- a) Norton Antivirus

Multimedia tools

- a) Adobe Premier (Video Editing)
- b) 3D Studio Max
- c) Sound Forge (Sound Editing)
- d) Macromedia Package
 - ◆ Macromedia Director
 - ◆ Macromedia Dreamweaver
 - ◆ Macromedia Flash

11.4 TEACHING METHODS

1. For introductory courses, students will be taught and assisted by laboratory staff throughout semester.
2. For programming courses, students will be assisted in the use of hardware and compilers problems.

11.5 RULES & REGULATIONS

1. Students without ID Cards or not properly attired are not allowed into the computer lab.
2. Students must show their ID card to the lab staff and must login and logout in the logbook provided in the laboratories.
3. Drinking, eating, smoking, hair combing, Walkman and handphone usage are prohibited inside the laboratories. Students who wish to use their Laptops and CD-ROM/CD-RW in the lab would need to seek prior written approval from their lecturer and lab supervisor.
4. No one is allowed to open the CPU case, to move or swap any computer peripheral devices. Occurrence of any hardware problems must be reported to the laboratory staff.
5. Laboratory schedules must be strictly observed. Students must vacate their place upon request by laboratory staff.
6. Bags are not permitted inside the laboratory. They should be placed in designated area given by the staff. Only materials like data diskettes and books are allowed inside the lab.
7. Students must at all times, keep the computer laboratory clean and tidy.
8. Copying of any software is strictly prohibited, neither the installation of licensed nor the shareware / freeware (software) are allowed. You are not

- allowed to take any of INTI's diskettes / manuals out of the laboratory. Such actions will be viewed as theft.
9. Any materials / items left behind and found in the laboratory must be promptly handed to the laboratory staff.
 10. If students are caught pilfering peripherals from the lab / browsing obscene materials / jeopardising the files from the computers, they will be sent to the Academic Disciplinary Committee for disciplinary action and their E-mail account will also be terminated.
 11. Computer laboratory attendance cards will be given to all students in the 1st week of the semester by laboratory staff. Students must bring their attendance card for every lab session, as well as for free lab sessions.
 12. Non-CSC students who want to use the labs for the use of applications must buy the Laboratory Usage Card from the INTI Finance Office at RM3.50 per hour duration.
 13. Unauthorised students using the labs will be fined RM 50.
 14. A Lab representative and an Assistant Lab representative will be elected at the end of the 2nd week. All lab representatives will join class representatives for the meeting in the middle of the semester to evaluate the lab facilities.
 15. All CSC students are encouraged to register for an user account on the server which can allow them to logon to any computers in lab and also usage of prepaid central printing service provided by the Faculty.
 16. Students are required to make minimum payment of RM7.00 at Finance Office for the usage of prepaid central printing service.
 17. All Laboratories will close from 4.00 p.m. to 6.00 p.m. on every Wednesdays.
 18. Lab classes will end on the 13th week.
 19. For Update information on Labs, Servers, E-mail, Web etc, please look at UPDATES NOTICE on Intionline.
 20. The Faculty may amend these rules and regulations as and when necessary.

11.6 Lab Opening Hours

Monday - Friday : 8.00 am - 6.00 pm
2nd week onwards : 8.00 am - 9.00 pm (Only apply to certain lab)
The Lab is closed on Saturdays, Sundays and public holiday.

12. FACULTY OF COMPUTING AND IT FACULTY LIST

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