

| General information | | | |
|-------------------------------------------|----------|-----------------------------------------------|---------------|
| Course co-ordinator | | Ksenija Klasić, PhD, College Professor | |
| Course title | | IT BUSINESS SUPPORT | |
| Study programme | | Professional graduate study programme | |
| Course status | | Obligatory | |
| Year | Semester | 2 | 3 |
| Value of credits and lecturing procedures | | ECTS | 4 |
| | | Number of hours (lectures+exercises+seminars) | 30 (10+10+10) |

| 1. COURSE DESCRIPTION | |
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| 1.1. Objectives | |
| <p>To acquaint the students with the possibilities of IT Business Support while reaching managerial decisions. To present to the students the possibilities of applying integrated information system and the Internet in individual types of businesses. To point out to them the importance of data protection and acquaint them with modern protection methods in evaluating application of adequate solutions according to the specific features of the corporation.</p> | |
| 1.2. Course enrolment conditions | |
| None | |
| 1.3. Expected outcomes of the course | |
| <ol style="list-style-type: none"> 1. To define the need to apply specific models of IT support in business and management. 2. To present the possibility of application of electronic business and collaborative and new technologies. 3. To select the most favourable option of IT support according to the business policy of the company and its organization. 4. To collaborate upon creation of the model of data protection and information as well as the procedures of protection, control and audit of IT system in companies engaged in various activities. 5. To create a plan for the specific project. | |
| 1.4. Course contents | |
| <p>Information systems in business. Concept of modelling integrated information systems. Information technologies for different organizational structures. Management and information technology. Information technology as decision support. Decision Support Systems (Decision Support Systems, DSS) - definition, structure, tasks, functions, characteristics and their role in business. Possibilities and capacity of world-renown integrated information systems (SAP, Global SS, MAX). System development vs. system purchasing or outsourcing. Quality assurance. Assessment of IT solutions. Business books as data bases. Collaborative (cooperative) technologies. Electronic business. Protection and safety of data and information. Control and audit of business under conditions of computer data processing. Information society.</p> | |
| 1.5. Teaching methods | <input checked="" type="checkbox"/> lectures <input checked="" type="checkbox"/> instruction <input checked="" type="checkbox"/> guided discovery learning <input checked="" type="checkbox"/> discussion <input type="checkbox"/> group/team learning <input type="checkbox"/> _____ |
| 1.6. Comments | |
| 1.7. Students' obligations | |

Students are obliged to take part in the classes which comprise lectures, exercises on PC in the computer room and to prepare seminar papers and presentations of seminar paper summaries (plan of the selected project). The preparation of such an independent task is the condition to be allowed to take the exam.

1.8. Monitoring students' accomplishments

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|--------------|-----|------------------------------------------|-----|----------------------|-----|-------------------|--|
| Attendance | 0.5 | Student's activity during lectures | 0.5 | Seminar paper | 1.0 | Experimental work | |
| Written exam | 1.0 | Oral exam | | Essay | | Research work | |
| Project | | Permanent testing of student's knowledge | 0.5 | Written presentation | | Practical work | |
| Portfolio | | Independent task solving | 0.5 | | | | |

1.9. Measuring the achievements of learning outcomes and evaluation and assessment of the results of students' work

The workload factor of each learning outcome stated in the Chapter 1.3. totals 1. A half of the workload factor for each learning outcome represents a minimum threshold for the achievement of the this learning outcome.

The evaluation of students' work during the semester comprises the attendance, activity and the record of the practical part of exercises on PC. It also includes quick check-up tests not announced in advance. The students are obliged to take the test on knowledge of using the appropriate software and to prepare the paper on the determined topic, which represents a pre-condition to take the written exam. The written exam is taken at the end of the semester.

The final grade is based on the total sum of grades obtained in the written exam (50%), the written and presented seminar paper (30%), Student's activity (10%) and testing of student's knowledge – ProjectLibre (10%).

1.10. Obligatory literature

1. Radni materijali s predavanja i vježbi, RRiF VŠ, 2018. (dostupni na Eduneti)
2. Krusha, E: ProjectLibre, priručnik za studente, 2015.
3. Zakonska regulativa, www.nn.hr, prema potrebi
4. Krusha, E: MS Project 2013, skripta (optional)

1.11. Additional reading

1. Spremić, M: Sigurnost i revizija informacijskih sustava u okruženju digitalne ekonomije, Ekonomski fakultet, Sveučilište u Zagrebu, 2017.
2. Varga, Strugar et al: Informacijski sustavi u poslovanju, Ekonomski fakultet, Sveučilište u Zagrebu, 2016.
3. Varga, Čurko et al: Informatika u poslovanju, Element, Zagreb, 2007.
4. Čerić, V., Varga, M. et al: Informacijska tehnologija u poslovanju, Element, Zagreb, 2004.
5. Panian, Ž.: Poslovna informatika za ekonomiste, Masmedija, Zagreb, 2005
6. Panian Ž i Spremić M: Korporativno upravljanje i revizija informacijskih sustava, Zgombić i partneri, 2007.
7. Klasić, K. i Klarin, K.: Informacijski sustavi, Intus informatika, Zagreb, 2009.
8. Selected articles (www.hrcak.srce.hr itd) i Vodič ICC-a za informacijsku sigurnost u poslovanju, ICC i HGK, 2017.

1.12. Quality control which ensures the acquisition of the corresponding knowledge, skills and competences after the completion of the study.

Anonymous students' questionnaire at the end of the semester which provides the information on attendance and organization of the teaching process, the communication between the lecturer and students, the information on the course, students' burden. The goal is to improve the teaching process and to introduce some new approaches in the teaching process – especially exercises. Teacher's self-evaluation.

1.13. Expected competences:

- Digital skills,
- Entrepreneurial skills.