IT7723 IT Strategy, Policy and Governance

Assignment 1 – Prepare and Plan for Success through IT Professionalism

Developed by Richard Halstead-Nussloch, CC-BY License, Version 02Jan22



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Your name:

Policies:

* Submissions made through a means other than the D2L Assignment Folder will be ignored and earn a 0.
* Submissions without your name stated above earn a 0.
* Submissions with the original questions and/or formatting removed from the file earn a 0.
* Submissions without adequate references or acknowledgements will earn a discounted grade, potentially a 0.
* Submissions that I can not open or require a password will earn a 0.
* Second chances might be requested at any time through D2L email, and are awarded at the sole discretion of the instructor.

Module 1- Prepare and Plan for Success through IT Professionalism

Being successful in this course requires you to read the syllabus, understand its goals and requirements and plan to work accordingly. Once you plan your work, you need to implement the plan and keep up. You also need to follow best professional practices in achieving your goals. This exercise intends to aid you in being successful in this course and do so in a professional manner.

Readings for this assignment:

* Course Syllabus (Course Start Here LM)
* Class Schedule Spreadsheet (Course Start Here LM)
* Classlist (D2L)
* Course Reading Resources Overview (Course Start Here LM)
* Readings ReadMe File (Course LM1)
* Communication Rules (Course Start Here LM)
* Rich Halstead-Nussloch’s Policy on Plagiarism (in this Assignment)
* Materials you developed and/or used from prior or current courses, focusing on those from the MSIT

Actions/Deliverables for this assignment:

* Read as per above
* Research what you read and other policies on plagiarism
* Respond to this assignment within the file (leaving all questions and formatting intact). Just type your answers in right after each question. Once completed, save your response file as a docx or pdf file, please.
* Deliverable: Upload your response file using the assignment folder in D2L
* Deliverable: Make entries on the Module 1 Discussion and Start your BLOG

Q1- 10 Points) Find and review the syllabus and course schedule spreadsheet.

* What questions do you have?
* What are the goals of this course?
* How do they align with your career goals?
* How is the flow of the course schedule for you?

Q2- 10 Points) Review the class schedule spreadsheet to establish a plan to be successful in the class. Note that there are four exercise assignments including this one and your final grade exercise component will be based on the top three exercise assignment grades. The exercises and any follow-up discussion need to be done in a timely fashion because they prepare for and feed into the development of your IT toolkit. You can maximize your chance for success by thoughtfully completing the exercises according to the due dates in the plan.

* Download the class schedule spreadsheet and develop a plan and checklist for your success.
* Review your plan and comment on your confidence in being successful in this course.
* What is your reaction to having all your work feed and lead up to your development of a toolkit for your practice of the IT profession?
* What questions and comments do you have?

Q3- 10 Points) Review the D2L for the course. You will be using the assignment tool, learning modules, discussion and email mostly. Specifically, review on the Course Home Page and comment upon:

* The instructor’s communication rules, e.g., do use D2L email instead of KSU email.
* The technology needs.
* The course structure
* What questions and comments do you have about D2L?

Q4- 20 Points) Your main deliverable and take-home from this course will be the development of your IT Professional Toolkit. This toolkit should be personalized and customized for your practice as an IT professional and also designed to meet the required course outcomes of this course. To get started in this course with the end in mind, please do the following:

* Find, review and complete the Toolkit Questionnaire. You should also do this again at critical points, e.g. midterm.
* Do a web search to see what other relevant models for professional toolkits exist. Review and mine ideas from those. Describe your findings here.
* Review any toolkits from prior IT7723 or IT7833 students.
* Develop a checklist and schedule for your toolkit that matches your personalized requirements for your IT practice with the outcomes and objectives from the IT7723 syllabus. Comment here about your checklist and schedule.
* Using what you have already learned (particularly in prior MSIT courses), explore options for storing, updating, retrieving and rendering content from your toolkit. Develop a conceptual (high-level) design for your toolkit and share it here.
* Share your toolkit thoughts, ideas, plans, etc. on the appropriate discussion threads.

Q5- 10 Points) Review the Reading Resources Overview and the Readings Readme file for the course Learning Module LM1.

* Do you think the approach of having cost-free materials on the web (instead of purchased textbook(s)) will contribute to your success in this course?
* Do you think the Readings Readme files and the readings they link to will contribute to your success in this course, the IT Professional Toolkit and your value as an IT professional?
* Do you have any comments about the readings or their community sharing licenses, e.g.,
  + <https://creativecommons.org/licenses/>
  + <https://www.educause.edu/terms-of-use>
  + <https://creativecommons.org/licenses/by-sa/3.0/us/>
* Will you fulfill your obligations included in the licenses, e.g., attribution and share-alike?

Q6- 20 Points)

Part A) Do some web research and come up with working definitions of the following terms:

The IT Profession-

IT Professional-

IT Subject Matter Expert or IT-SME (please list your (intended) SME domain(s))-

IT Professional Ethics-

IT Community of Practice-

IT Best Practice-

IT Framework-

IT Professional Tool Kit-

Part B) Develop two or three PowerPoint slides that describe a) you as an IT professional and b) your reflection of the impact of the disruption and crises caused on the IT profession on the last of these slides. In the slides, utilize the definitions developed and reference the resources you used in Part A. Include things like what SME areas you (will) work within, what code of ethics you ascribe to, what communities of practice you aspire to, what frameworks and best practices you use, etc. Note, it is expected that you will include these two or three slides in your IT Professional Perspective Presentation (A6 Assignment). Also, transfer information as appropriate to your IT Professional Toolkit.

OPTIONAL Part C)

Review relevant ethical codes and professional practice approaches and adopt one or select and compile to develop your own to guide your professional practice as an IT professional. Some Suggestions:

ACM- <http://www.acm.org/about/code-of-ethics> Code of ethics

IEEE- <http://www.ieee.org/about/corporate/governance/p7-8.html> Code of ethics

NIST employee ethics- <https://ogc.commerce.gov/sites/ogc.commerce.gov/files/nist-summary_of_ethics_rules-2020.pdf>

OPTIONALLY complete these statements here to complete question 6 OPTIONAL Part C:

* The code of ethics and professional conduct I will follow in my professional IT practice is <list them>.
* They came from <list the sources>.
* I chose them because <list the reasons why you chose those principles and guidelines>.

OPTIONALLY copy this information on professional ethics as appropriate to your IT Professional Perspective Presentation and/or IT Professional Tool Kit.

Q7- 10 Points) Rich Halstead-Nussloch’s Policy on Plagiarism

Unfortunately, plagiarism has become more prevalent in all of society, including the university. Therefore, effective this term, I will be applying plagiarism tests to everything that you submit. The test will utilize available search techniques to determine whether what you submit is your work. If I determine that you have plagiarized, your assignment grade will be penalized according to the following guidelines:

|  |  |
| --- | --- |
| **Your Plagiarism** | **Rich H-N's Response** |
| You buy work and claim it is your own. | Work with the administration to get you expelled from KSU. |
| You accept or use work from another and claim it is your own. | Work with the administration to fail you in my course. |
| You download or scrape work from the web and claim it is your own. | Work with the administration to fail you in my course. |
| You accept or use work from another and do not adequately cite or acknowledge. | Award a zero on that assignment. |
| You download or scrape work from the web and do not adequately cite references. | Award a zero on that assignment. |
| You do not perform adequately in supporting a team effort in a class assignment. | Award a lower grade down to a zero on that assignment. |

In many cases where I identify the possibility of plagiarism, I will try to work with you to remedy the situation in a positive fashion. For example, my second chance assignment submission might be used to re-submit an assignment after having included proper citations, etc.

For this question, please do the following:

* Review my policy.
* Compare it to other professor’s policies at KSU and other universities too.
* Your comments on Rich H-N’s policy:
* Do a web search on reference citation methods for the ACM [3], APA [2] and MLA [1]. Comment on the commonalties and differences here. Choose one for your use in this course and describe here which one and why you chose it. Then USE THAT METHOD OF CITING REFERENCES IN THE REMAINDER OF THE COURSE.

Q8- 10 Points) Lab Exercise Question:

* Plagiarism part:
  + Create an example of plagiarism (hint: scrape something off the web without attribution or citation).
  + Describe why it is plagiarism.
  + Fix it so that it is no longer plagiarism and describe how that eliminates the plagiarism. Make sure to use your chosen method of reference citations from the previous question.
  + Copy your example of plagiarism and fix and also make comments on the discussion for this assignment.
* Toolkit part:
  + Describe your ideal definition of an IT professional
  + Describe the role of IT strategy, policy and governance in the IT profession
  + Describe your approach to develop your IT professional toolkit

Sources and works used in completing this exercise:

1. Purdue Online Writing Lab on MLA Citations (retrieved January 2, 2022) <https://owl.purdue.edu/owl/research_and_citation/mla_style/mla_formatting_and_style_guide/mla_formatting_and_style_guide.html>
2. Purdue Online Writing Lab on APA Citations (retrieved January 2, 2022) <https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html>
3. ACM Citation Style and Reference Formats. (retrieved January 2, 2022) <https://www.acm.org/publications/authors/reference-formatting>

(Please add your list of sources.)

Please complete the following:

\_\_\_ I did not use any method of citation (maximum B on the assignment).

\_\_\_ I used the ACM approach and have cited my references as I went in the text and also listed them at the end.

\_\_\_ I used the APA approach and have cited my references as I went in the text and also listed them at the end.

\_\_\_ I used the MLA approach and have cited my references as I went in the text and also listed them at the end.

Acknowledgements of people and discussions used in completing this exercise: