

ICT701 Managing Data

School: School of Science, Technology and Engineering

2026 | Trimester 2

UniSC Adelaide

**BLENDED
LEARNING**

Most of your course is on campus but you may be able to do some components of this course online.

Please go to unisc.edu.au for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1. Description

Data is considered the most valuable resource in the world. The demand for accurate and up-to-date data is vital to business success. This course will provide you with skills and knowledge on how to organise and manage data in the new "data economy". With a focus on data management, data curation, metadata, and issues of data preservation and access, by taking this course, you will walk away with one of the most valuable skills needed in businesses today.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
BLENDED LEARNING			
Learning materials – Asynchronous Learning material	2hrs	Week 1	12 times
Tutorial/Workshop 1 – Synchronous on campus workshop	2hrs	Week 1	12 times
Seminar – On campus seminar	1hr	Week 1	2 times

1.3. Course Topics

- Importance of managing data
- Data management challenges & principles
- Data ethics
- Data governance
- Data lifecycle management
- Enabling, maintaining and using data
- Data protection, privacy and security
- Metadata
- Data quality management
- Future of data
- Working with SQL

2. What level is this course?

700 Level (Specialised)

Demonstrating a specialised body of knowledge and set of skills for professional practice or further learning. Advanced application of knowledge and skills in unfamiliar contexts.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

COURSE LEARNING OUTCOMES	GRADUATE QUALITIES
On successful completion of this course, you should be able to...	Completing these tasks successfully will contribute to you becoming...
1 Explain and describe relevant professional and specialised policies and frameworks used for data within a business context.	Knowledgeable Creative and critical thinker
2 Analyse and formulate solutions to real world business cases using skills in data management	Knowledgeable Creative and critical thinker Engaged
3 Evaluate business data using complex skills in data interrogation	Creative and critical thinker Engaged
4 Apply professional written and digital communication skills in a business context	Creative and critical thinker Empowered

5. Am I eligible to enrol in this course?

Refer to the [UniSC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1. Pre-requisites

Must be enrolled in a postgraduate program.

5.2. Co-requisites

Not applicable

5.3. Anti-requisites

Not applicable

5.4. Specific assumed prior knowledge and skills (where applicable)

Not applicable

5.5. Microcredential Information

Not applicable

6. How am I going to be assessed?

6.1. Grading Scale

Standard Grading (GRD)

High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL).

6.2. Details of early feedback on progress

Formative feedback will be given each week starting from week 1 through the weekly exercises. This will provide early feedback before Task 1 is due.

6.3. Assessment tasks

DELIVERY MODE	TASK NO.	ASSESSMENT PRODUCT	INDIVIDUAL OR GROUP	WEIGHTING %	WHAT IS THE DURATION / LENGTH?	WHEN SHOULD I SUBMIT?	WHERE SHOULD I SUBMIT IT?
All	1	Quiz/zes	Individual	20%	1 hour total	Refer to Format	Online Test (Quiz)
All	2	Written Piece	Individual	50%	2000 words	Week 9	Online Assignment Submission with plagiarism check
All	3	Examination - not Centrally Scheduled	Individual	30%	1 hour	Week 12	Online Test (Quiz)

All - Assessment Task 1: Early Skills Test

GOAL:	Interrogate scenarios and produce solutions to given questions around managing data		
PRODUCT:	Quiz/zes		
AUTHORSHIP STATEMENT:			
FORMAT:	Quiz held during the regular workshop time in weeks 2, 3, 4 and 5. Submitted via Canvas		
CRITERIA:	No.		Learning Outcome assessed
	1	Analysis of problem and identification of requirements	2
	2	Application of specialised tools to interrogate data	2 3
GENERIC SKILLS:			

All - Assessment Task 2: Data Report

GOAL:	Recommend and justify a specialised data focused policy or procedure for a business scenario.		
PRODUCT:	Written Piece		
AUTHORSHIP STATEMENT:			
FORMAT:	You are required to investigate a given business case and recommend and justify a data policy or procedure		
CRITERIA:	No.		Learning Outcome assessed
	1	Insightful analysis of the given problem	2
	2	Evaluate current use of data policies and procedures in the given business	1 2
	3	Justification of a recommended policy/procedure using relevant theoretical frameworks and governance data policies methodologies, conclusions and professional decisions	1 2
	4	Professional and effective written communication	4
GENERIC SKILLS:			

All - Assessment Task 3: Practical skills test

GOAL:	Develop solutions to given problems using data management skills.		
PRODUCT:	Examination - not Centrally Scheduled		
AUTHORSHIP STATEMENT:			
FORMAT:	Exam held during your week 12 regular workshop. Submitted via Canvas.		
CRITERIA:	No.		Learning Outcome assessed
	1	Devising solutions for problems using data management skills	2
	2	Evaluation of data through data manipulation	3
GENERIC SKILLS:			

7. Directed study hours

A 12-unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Student workload is calculated at 12.5 learning hours per one unit.

8. What resources do I need to undertake this course?

Please note: Course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Canvas site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

You need regular access to the resource(s) below. Many texts are available as ebooks through the [Library](#) at no additional cost.

REQUIRED?	AUTHOR	YEAR	TITLE	EDITION	PUBLISHER
Required	Laura Sebastian-Coleman	2018	Navigating the Labyrinth	n/a	Technics Publications

8.2. Specific requirements

Not applicable

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low. It is your responsibility to review course material, search online, discuss with lecturers and peers and understand the health and safety risks associated with your specific course of study and to familiarise yourself with the University's general health and safety principles by reviewing the [online induction training for students](#), and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1. Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Canvas, are electronically checked through Turnitin. This software allows for text comparisons to be made between your submitted assessment item and all other work to which Turnitin has access.

10.2. Assessment: Additional Requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:

- (a) The final mark is in the percentage range 47% to 49.4%; and
- (b) The course is graded using the Standard Grading scale

10.3. Assessment: Submission penalties

Late submissions may be penalised up to and including the following maximum percentage of the assessment task's identified value, with weekdays and weekends included in the calculation of days late:

- (a) One day: deduct 5%;
- (b) Two days: deduct 10%;
- (c) Three days: deduct 20%;
- (d) Four days: deduct 40%;
- (e) Five days: deduct 60%;
- (f) Six days: deduct 80%;
- (g) Seven days: A result of zero is awarded for the assessment task.

The following penalties will apply for a late submission for an online examination:

Less than 15 minutes: No penalty

From 15 minutes to 30 minutes: 20% penalty

More than 30 minutes: 100% penalty

10.4. Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Central Examinations
- Deferred Examinations
- Student Conduct
- Students with a Disability

For more information, visit <https://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

10.5. Student Charter

UniSC is committed to excellence in teaching, research and engagement in an environment that is inclusive, inspiring, safe and respectful. The [Student Charter](#) sets out what students can expect from the University, and what in turn is expected of students, to achieve these outcomes.

10.6. General Enquiries

For course-specific questions, contact your teaching staff or Course Coordinator.

For other enquiries or to access support, please contact Student Central:

- [UniSC Student Central](#)
- [UniSC Adelaide Student Central](#)