**Business Administration Level 4**

**Unit 5: Contribute to the Design and development**

**Of an Information System**





 Introduction

This unit is about the design and development of an information system that will meet identified needs in a business environment. Businesses and organisations use a variety of information systems to support processes needed to carry out their business functions. Each system has a particular purpose of focus which will require regular analysis and review to ensure it continues to meet the changing needs of the business and its stakeholders.

In this unit you will learn how an organisation uses information to meet the needs of internal functional areas as well as stakeholders. You will develop skills to analyse business requirements and make constructive contributions to design solutions to meet business needs.

You will be required to demonstrate your awareness of system users and the most appropriate information systems to meet business and information requirements. You will explore budgets, functionality and security of a range of information systems and contribute to making informed decisions based on systems analysis activities. You will be following design and development projects through to implementation and using test results to make recommendations for further systems developments.

This unit consists of three Learning Outcomes:

1. ***Understand information system***
2. ***Be able to contribute to the specification of an information***
3. ***Be able to recommend options for the development of an information***

***system***

Learning Outcome 1 looks at your understanding of the system to be supported

The first ***assessment criteria*** 1.1 for this outcome asks you to

***Analyse the requirements, advantages and limitations of different ways of storing and managing information in an organisation***

To meet this assessment criteria, you will need to know the type of system required and complete a full analysis of the requested criteria. Complete this template to assist you

|  |  |  |  |
| --- | --- | --- | --- |
| System RequirementsThe information to be managed | Ways of storing this information | Advantages of this | Disadvantages of this |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |

1.2 Assess the ways in which information can be used by an organisation

1.3 Evaluate the implications of data protection requirements for the design of an information system

Complete this template to assist you meet this criteria

|  |  |  |
| --- | --- | --- |
| How might information be used within your organisation? | What are the implications of this? | How might the data protection requirements affect this? |
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What are your conclusions from this exercise?

2.2 Identify the information that will be managed within a system

2.4 Specify the functionality of a system that is capable of delivering agreed requirements

2.6 Identify resources needed to implement and operate the system

Complete this flow-chart to help you identify the users and stakeholders in your information system: A/C 2.1

System Users/Stakeholders

Explain the flow of information, detail the types of users and stakeholders. Show what they have access to and the data protection implications. Use another sheet of paper if required

This page has been left blank to assist you make notes as required

2.5 Specify access and security restrictions and systems that meet the design specification of an information system

2.3 Analyse the impact of budgetary constraints on the design of an information system

2.7 Adhere to organisational policies and procedures, legal and ethical requirements when contributing to the specification of an information system

3.1 Evaluate the advantages and limitations of proprietary and customised information systems

|  |  |  |
| --- | --- | --- |
| Proprietary Information System  | Advantages | Limitations |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| Proprietary Information System  | Advantages | Limitations |
|  |  |  |

3.2 Evaluate the advantages and limitations of designing a system in-house and commissioning a system from an external source

3.3 Identify the implications of testing information systems before finalising the specification

3.4 Justify recommendations for the development of an information system based on an analysis of cost-effectiveness and functionality