



PG CERTIFICATE IN INFORMATION TECHNOLOGY MANAGEMENT (CASME&T) ®



Program Duration: 6 Months (The admission for this course is valid for 1 year only)

Eligibility: Graduate of any University plus 3 years of relevant managerial or professional work experience or 3 years Diploma holder with minimum 5 years of relevant work experience.

CORE PROGRAM ME STRUCTURE : FOUR MONTHS

Information systems (IS) in business: Conceptual Understanding

Data & Information, Information as a Resource, Information in organizational Functions, System concepts – Components of an IS – IS resources – Fundamental roles of IS applications in business – Trends in IS

Types of Information Systems

TPS, OAS, MIS, DSS, GDSS, ES, EIS or ESS, How to select an Information System

Building and Managing Systems

Systems Analysis and Design – Systems Development Life Cycle – Alternative System Building Approaches – Prototyping – Rapid Development Tools

Business applications

IT in business: functional business systems – cross-functional enterprise systems and applications – service sectors



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E-Business & E-Commerce

E-Business systems: e-Business models – Enterprise e-Business systems – Customer relationship management (CRM) – Enterprise resource planning (ERP) and Supply chain management (SCM) Systems.

E-Commerce Systems: E-Commerce systems – Essential e-Commerce processes – electronic payment processes – e-commerce application trends – Web store requirements

Information Technology in Organizations

IT Capabilities and their organizational impact - IT for strategic advantages-Managerial challenges of information technology -Telecommunication networks – the Internet revolution – the business value of Internet, Intranet and Extranet – Business Values

Management Issues in Information Systems

Information Security and Control – Quality Assurance -Ethical and Social Dimensions – Intellectual Property Rights as related to IT Services / IT Products – Managing Global Information Systems

PRACTICAL COMPONENT - TWO MONTHS

Industry Visits – Group Visit

Understanding implementation of IT in Industry and Business Organizations – ERP Systems

Project Work & Report Writing

Individual Project Report on IT and its implementation in Industries.

Business Communication – Report Writing

REFERENCE MATERIAL

Detailed listing of reference books and material will be provided to the students to enable them to read around the subject ensuring that they have comprehensive and up-to-date knowledge of the subject.



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SCHEME OF EXAMINATION/ CONTINUOUS EVALUATION

| | |
|--|------------------|
| Group A: Substantive Assessment | 50 Marks |
| Assignments | 10 Marks |
| Case Studies | 10 Marks |
| Industry Visit and Reporting | 30 Marks |
| | |
| Group B: Practical Assessment | 50 Marks |
| Viva Voice | 10 Marks |
| Objective Type & Description Assessment | 40 Marks |
| | |
| Group C: Project Work & Viva | 200 Marks |
| Project Work | 100 Marks |
| Project Viva | 100 Marks |
| Total Marks (Group A+B+C) = 300 Marks | |

Note:

To evaluate the performance, grading system is followed. Minimum B grade (50% marks) is required to be obtained in each group. The Cumulative Grade Point Average (CGPA) should be an aggregate of 3.00 to complete the course.



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COURSE GRADES

The quality of work done by a student is recorded at the end of the semester in the form of grade report. The grade indicates the degree of proficiency the student has achieved in the course as determined by class participation, written assignments, seminars, group discussions, surprise tests, class tests and semester examinations. Grades will be issued to the students after the end of each course.

Each student is graded according to individual achievement and numerical scale is as follows:

| Percentage of Marks | Grade Points | Credit Grade Points | Letter Grade | Average Performance |
|---------------------|--------------|---------------------|--------------|---|
| 90-100 | 4.0 | 20.0 | A+ | OUTSTANDING PERFORMANCE |
| 80-89 | 3.8 | 19.0 | A | Mastery of facts, creative use of Data and analytical evaluation. |
| 70-79 | 3.6 | 18.0 | A- | ABOVE AVERAGE PERFORMANCE |
| 60-69 | 3.3 | 16.5 | B+ | Knowledge of facts, creative use of Data and adequate evaluation. |
| 50-59 | 3.0 | 15.0 | B | AVERAGE PERFORMANCE |

$$\text{CREDIT GRADE POINT AVERAGE} = \frac{\text{TOTAL CREDIT GRADE VALUE}}{\text{TOTAL NO. CREDITS}} = 3.5 \text{ FINAL AVERAGE (A-)}$$

NOTE:

1. Minimum PASS grade is 3.0
2. The total number of credits is 5.0 under each component in the evaluation.
3. Final letter grade will be calculated based on the overall credits.
4. The evaluation process and grading system is subject to change depending upon universally accepted norms.



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CONTACT SESSIONS, SEMINARS & WORKSHOPS

Our Center is equipped with adequate infrastructure and has engaged highly capable, experienced and renowned faculty who are integral part of our identity. Our faculty comprise of eminent personalities from academics & industry. Specified hours are allotted for each subject and project work through conveniently timed classroom sessions for participants to interact with our faculty. Students will go through minimum 3 hour lecture sessions and industry visits throughout the course to measure the learning content for each subject.

PROJECT REPORT

Each student shall be required to prepare on the basis of investigations carried out by him/her in a business or industrial organization, a project report on possible solutions for a typical problem of current interest in the area of major specialization. The report should demonstrate the capability of the student for some creative potential and original approach to solve practical problems in today's working of a business organization.

The report should include field studies, survey interpretation, planning and design of improved integrated management systems, presented in a comprehensive manner with recommendations of solutions based on scientifically worked out data.

INTAKE: Minimum 10 participants.

Admissions: Throughout the Year.

AWARD OF PG CERTIFICATE IN INFORMATION TECHNOLOGY MANAGEMENT

CASME&T will be awarding PG CERTIFICATE in Information Technology Management after successful completion of the course & submission of project report.

Declaration:

The courses are designed to equip students to gain professional knowledge for the purpose of career progression.