



The Professional Association for IS Profess

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DIPLOMA

**PERSONAL AND PROFESSIONAL PRACTICE
IN
INFORMATION SYSTEMS
(D1)**

MONDAY 3RD JUNE 2013

TIME: 14:00 TO 17:00 HOURS

DURATION 3 HOURS

Candidates should answer ALL questions in Part A, and THREE of the five questions in Part B. Part A carries 40% of the marks available and Part B carries 60%. Candidates should allocate their time accordingly.

No reference material of any kind may be taken into the examination.

[Turn over]

PART A.
Candidates should attempt all EIGHT questions.

Question A1.

Briefly explain what is meant by non-verbal communication and give THREE examples.
(5 marks)

Question A2.

Briefly explain the purpose of referencing in a formal report and the consequences of not providing references.
(5 marks)

Question A3.

List FIVE techniques of personal time management.
(5 marks)

Question A4.

Using an example, describe how risk might be assessed in terms of impact and incidence.
(5 marks)

Question A5.

Explain briefly what is meant by 'whistle blowing' and, using an example, the circumstances in which it is legitimate.
(5 marks)

Question A6.

Explain, using an example of each, the difference between 'professional' and 'non-professional' occupations.
(5 marks)

Question A7.

Explain the term 'data protection' and TWO problems in enforcing it in practice.
(5 marks)

Question A8.

In the context of Continuous Professional Development, list FIVE reasons to learn.
(5 marks)

Total 40 Marks
[Turn over]

PART B.

Candidates should attempt THREE questions only. Clearly cross out 'surplus' answers; failure to do so will result in the first 3 answers being marked.

Question B9.

In the context of the requirements of a formal report:

- a) Explain, using an example, what is meant by the term 'plagiarism' and explain its relationship to 'referencing'. (4 marks)
- b) Name and briefly describe ONE system of referencing. (4 marks)
- c) Using an example of formal report that you have prepared or studied, explain what is meant by:
 - i) Requirements
 - ii) Structure
 - iii) Components

(12 marks)

(Total 20 marks)

Question B10.

Thompson (2009) emphasises the benefits of using a systematic approach to IS practice.

- a) List and explain THREE overall objectives that should form the framework for systematic practice in the development of an information system. (6 marks)
- b) List the FIVE stages stated by Thompson's suggestion that 'Planning is an ongoing activity'. (5 marks)
- c) Use a case study from your experience or study of this unit to illustrate why it is important to review and evaluate any information system after implementation. What important knowledge might be gained from this process? (9 marks)

(Total 20 marks)

[Turn over]

Question B11.

Use THREE practical examples to explain briefly the ethical basis of professional IS practice. (6 marks)

- a) Describe, listing THREE examples, how a professional code of ethics that you have studied addresses the ethical issues raised in part a). (6 marks)
- b) Use an example from a case study to illustrate FOUR national or international laws that an IS practitioner might be required to obey. (8 marks)

(Total 20 marks)

Question B12.

- a) Briefly explain what is meant by 'Intellectual property rights' and how these might be formally protected. (6 marks)
- b) Tavani (2011) identifies piracy, trespass and vandalism as categories of cybercrime. Explain these categories using one example of each. (9 marks)
- c) Explain briefly five of the difficulties in combating cybercrime across international borders. (5 marks)

(Total 20 marks)

Question B13.

Thomson (2009) argues that valuing diversity is an important aspect of personal professional development.

- a) Explain briefly Thomson's reasoning for the above statement. (4 marks)
- b) List SIX social differences between individuals that might give rise to discrimination. (6 marks)
- c) Use TWO examples from your own experience or case studies to discuss situations where discrimination has occurred. Explain in each case what interventions might have been used to counter discriminatory practice. (10 marks)

(Total 20 marks)

END OF EXAMINATION.