Course Information Sheet for entry in 2023~24

Undergraduate Advanced Diploma in IT Systems Analysis and Design

About the course

Building on your existing knowledge, this course will help you upgrade your skills from those of an ordinary computer user to those required by an application analyst and designer. We cover the analysis of software systems in terms of their data requirements, function, performance and usability. The subject matter includes many of the basic modelling techniques used in contemporary software and data analysis. You also have the chance to apply these ideas through the analysis of a real problem as you would in a realistic operational environment – working in small teams to tight deadlines.

Delivered entirely online, the course is taught at third-year undergraduate level (FHEQ Level 6).

This is a challenging course demanding a sustained commitment over one year. You should be sure that you will be able to devote adequate time to studying alongside your other commitments. However, the distance learning mode has been designed to make the course as accessible as possible, allowing you a good degree of flexibility in when you study.

Course syllabus

The following provides indicative content of the course units. This is regularly updated to reflect recent developments and feedback from students.

- The System Development Life-cycle and Management
- Systems Analysis and Design: Data Driven and Procedural Techniques
- Systems Analysis and Design: Data Organisation
- Systems Analysis and Design: Objects and Architectures
- Team Project

The course material is delivered entirely online in the form of five units, each of which involves seven weeks of study. This includes time to prepare the unit assignment. This is complemented by the use of virtual classrooms, online forums and tutorial support, in an allocated tutor group and with a personal tutor.

The study of a unit is guided by the online material and involves a mixture of reading web-based material, completing self-study exercises and participating in group exercises with other students, as well as writing the unit assignment. Some of these exercises involve interacting with other students, and to enable this to be effective these exercises may be scheduled to take place during a specified period. For this reason, and in order to help students follow a structured pattern of study, we issue a recommended unit timetable. Details of the unit timetable will be provided after enrolment.

It is a requirement of the award that students must participate in the various course activities to the satisfaction of their tutors, which they do by participation in the virtual classroom. Using the virtual

classroom, students are able to discuss any course related questions with their fellow students and the course tutors primarily in an asynchronous fashion.

The Tutor Group
Every student on the course is assigned to a tutor group under the supervision of a qualified tutor. The tutor's role is to provide general guidance on the progress of a student's studies and to assist with any problems encountered. Communication with an assigned tutor will normally be via the virtual classroom or email.

Assessment
Assessment is based on:
- four assignments of 4,000 words each (or equivalent), based on units 1 to 4 above;
- a team project report consisting of a team report and an individual submission

Participation

Candidates are expected to participate actively in all aspects of the course and the group discussions.

Changes to courses
The University will seek to deliver this course in accordance with the description set out in this course information sheet. However, there may be situations in which it is desirable or necessary for the University to make changes in course provision, either before or after registration. The safety of students, staff and visitors is paramount and major changes to delivery or services may have to be made in circumstances of a pandemic (including Covid-19), epidemic or local health emergency. In addition, in certain circumstances, for example due to visa difficulties or because the health needs of students cannot be met, it may be necessary to make adjustments to course requirements for international study.

You can find full information under "Changes to Courses" (sections 29 to 40) in the [Terms and Conditions](https://www.conted.ox.ac.uk/mnt/attachments/cont-ed-non-matriculated-student-ts-and-cs-for-2023-24-entry_1.pdf) for this course (https://www.conted.ox.ac.uk/mnt/attachments/cont-ed-non-matriculated-student-ts-and-cs-for-2023-24-entry_1.pdf).

Expected length of course
1 year

Annual fees for entry in 2023~24

Fee Status	Course Fee
Home (UK/Republic of Ireland/ Channel Islands & Isle of Man)	£3,295
Overseas	£5,650

Course fees are payable each year, for the duration of your fee liability (your fee liability is the length of time for which you are required to pay course fees). For courses lasting longer than one year, please be aware that fees will usually increase annually. For details, please see our guidance on likely increases to fees and charges.

Course fees cover your teaching as well as other academic services and facilities provided to support your studies. Unless specified in the additional cost information (below), course fees do not cover accommodation, residential costs or other living costs. They also do not cover any additional costs and charges that are outlined in the additional cost information.

Information for applicants from the EU, EEA and Switzerland

On 11 May 2021 the UK Council for International Student Affairs published new regulations and guidance to be used in assessing the fee status of students commencing courses in August 2021 and later. We will be using this guidance to carry out fee status assessments for students commencing courses in 2023~24, including students from the EU, EEA and Switzerland.

If you are an EU national and do not live in the UK then you are likely to be charged Overseas fees. Students with settled and pre-settled status in the UK and some other categories of students who work in the UK can qualify for Home fee status as long as they meet the residence criteria.

Additional cost information

You will need a computer which meets our minimum specification, with access to the internet and various other software programmes. Please see the system requirements webpage for full details.

Document accessibility

If you require an accessible version of this document please contact undergraduate@conted.ox.ac.uk