

TARGET GROUPS

The course is geared to Secondary school leavers who have attained the minimum qualification to start a career in Information Technology. The programme is also open to applicants who possess relevant qualifications for admission to a degree programme.

GOALS OF THE PROGRAMME

The Bachelor of Business Information Technology degree programme aims to achieve the following objectives:

- To develop a coherent and broad-based coverage of business information systems and the underlying technology to implement these systems
- To enhance confidence and the ability to critically evaluate business information requirements and develop solutions from both moral, professional and academic perspectives
- To prepare the candidates to apply the principles learnt in the performance of their duties
- To prepare the candidates for progression to higher levels of study in their fields of specialization.

GENERAL REGULATIONS

- The University, the School for Human Resources Development (SHRD) and approved centre regulations shall apply.
- No candidate shall be registered for the bachelor's degree without satisfying the minimum university requirements.

PROGRAMME DURATION AND COURSE STRUCTURE

- All Bachelors degree courses shall be offered in **EIGHT** academic semesters organised in four academic years. A student will be deemed to have passed an academic semester after successful completion of all the units in the academic semester. At the end of Year II, a student who will have completed and passed all the units can exit with a university diploma, provided they undertake and pass Industrial attachment for eight (8) weeks. Otherwise, there shall be one Industrial Attachment at the end of Year III.

- Each semester will have a maximum of nine (9) units and a minimum of seven (7) units.
- Courses shall be offered in terms of units with one unit consisting of a minimum of 35 contact hours. For this purpose a one-hour lecture is equivalent to a two-hour tutorial or a three-hour practical period or an equivalent amount of other assigned study or practical experience or any combination of these that may be approved by the University Senate.
- The programme will run for a maximum of eight (8) semesters. The period of the Industrial Attachment will be part of the programme duration. The Industrial Attachment will take eight (8) weeks.
- Students who wish to take extra units during vacations will be allowed to do so, subject to availability of resources.

ACADEMIC LEAVE

- A student wishing to temporarily suspend his/her studies must apply for academic leave. The leave becomes official only after endorsement by the University Senate. Academic leave can only be taken at the start of the semester. The leave cannot extend beyond two (2) continuous semesters and the leave duration will not be part of the programme duration. A candidate must renew his/her registration at the beginning of every semester.
- A course unit taught jointly between departments will be counted as a single unit in consultation with the Chairpersons of department.

REGISTRATION

- No registration of candidates shall be allowed after the third week of the semester unless approved by the university.
- Candidates shall be required to register within the first three weeks of the semester.
- No registration of students or modification of required or addition units shall be allowed after week three of the semester.
- A student who does not register for a particular unit but who completes the course work and who sits for the examination in that unit will be deemed not to have sat for the examination in that unit.

EXAMINATIONS

ORDINARY EXAMINATIONS

- All units shall be examined during the semester in which they are taken. Such examinations shall be named Ordinary University examinations.
- Examinations shall consist of continuous assessments and University Examinations.
- Continuous assessments shall normally comprise of practicals, tests and assignments. Continuous assessments shall contribute 30% of the total marks and written Ordinary University Examinations shall contribute 70% of the total marks, except where a unit consists solely of practical work, it may be assessed out of 100% by continuous assessment.
- The Ordinary University Examinations shall consist of written papers covering each unit completed. The time allowed shall be two (2) hours per unit.
- Each unit shall be graded out of 100 marks and the pass mark shall be 40. The marks shall be translated into letter grades as follows: -

70% and above	A
60% and below 69%	B
50% and below 59%	C
40% and below 49%	D
Below 40%	E (Fail)

- A candidate who misses a University Examination for any unit without approval by the university shall be deemed to have failed in the unit, with a total mark of zero.
- Attachment shall be assessed and graded on a PASS and FAIL basis.

PROGRESSION

A candidate must pass all the course units in a particular year before proceeding to the next year.

RELEASE OF RESULTS

Notwithstanding any of the regulations above, registration of a candidate in the School for Human Resources Development and the release of results and award of the Degree shall be subject to the candidate fulfilling all University regulations.

ACADEMIC LEAVE

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- ❖ A course unit taught jointly between departments will be counted as a single unit in consultation with the Chairpersons of department.

AWARD OF DEGREE

1. To qualify for the award of the degree, a candidate must take and pass all the units offered including Industrial Attachment.
2. Except where exempted, to be considered for the award of the degree, a candidate must have taken and passed in all the required units and Attachment.
3. Final classification of the Degree shall be based on the average mark for all the required units, except the Attachment, which is graded as pass or fail.
4. The degree shall be classified as follows based on the overall average mark: -

Overall Average Marks Degree Classification

70% and above	First Class Honours
60% and below 69%	Second Class Honours (Upper Division)
50% and below 59%	Second Class Honours (Lower Division)
40% and below 49%	Pass

BBIT COURSE STRUCTURE

YEAR I

Semester I

Unit Code	Unit Name	Course Hours
HRD 2101	Communication Skills	45
ICS 2101	Computer Organization	45
HBT 2101	Fundamentals of Computer Systems	45
HBC 2102	Introduction to Business	45
HBT 2102	Computer Operating System	45
HBT 2103	Financial Accounting	45

HBC 2103	Mathematics for Business	45
SZL 2111	HIV/AIDS	45

Semester II

Unit Code	Unit Name	Course Hours
HRD 2102	Development Studies and Ethics	45
ICS 2102	Introduction to Computer Programming	45
HBT 2104	Microeconomics	45
HBT 2105	Data Communication and Networks	45
HBC 2109	Insurance and Risk Management	45
ICS 2210	Systems Analysis and Design	45

YEAR II

Semester I

Unit Code	Unit Name	Course Hours
ICS 2104	Object Oriented Programming I	45
HBT 2201	Macroeconomics	45
HBT 2202	ICT and Society	45
HBC 2203	Cost Accounting	45
HBC 2110	Introduction to Business Statistics	45

ICS 2206	Database System	45
ICS 2302	Software Engineering	45

Semester II

Unit Code	Unit Name	Course Hours
ICS 2105	Data Structures and Algorithms	45
ICS 2201	Object Oriented Programming II	45
HBT 2203	Commercial Law	45
HBT 2204	Network Design and Management	45
HBC 2204	Human Resource Management	45
HBC 2211	Introduction to Taxation	45
HBT 2306	e-Commerce	45

YEAR III

Semester I

Unit Code	Unit Name	Course Hours
HBC 2112	Principles of Marketing	45
HBC 2209	Organizational Behavior	45
HBT 2301	Management Information Systems	45
HBT 2302	Application Programming for Internet	45
HBT 2303	Financial Management	45
HBC 2305	International Business	45

	Management	
ICS 2307	Simulation and Modeling	45

Semester II

Unit Code	Unit Name	Course Hours
HBC 2303	Strategic Management	45
HBT 2304	Multimedia Systems and Applications	45
HBC 2210	Operations Research	45
HBT 2305	Object Oriented Analysis and Design	45
HBT 2307	Supply Chain Management	45
ICS 2415	Advanced Database Systems	45
HBT 2308	Systems Development Project	45
<i>HBC 2307:</i>	<i>Industrial Attachment</i>	8 weeks

YEAR IV

Semester I

Unit Code	Unit Name	Course Hours
HBC 2304	Research Methodology	45
HBT 2401	Business Process Re-engineering	45
HBT 2402	Human Computer Interaction	45
ICS 2403	Distributed Systems	45
HBT 2403	Systems Project <i>*Proposal development, presentation &</i>	45

	<i>approval</i>	
HBC 2404	Project Management	45
ICS 2411	Computer Security and Cryptography	45

Semester II

Unit Code	Unit Name	Course Hours
HRD 2401	Entrepreneurship Skills	45
HBT 2403	Systems Project <i>*Submission of Project Report</i>	45
HBC 2403	Management Research Project (2 units)	45
HBT 2404	Artificial Intelligence	45
HBT 2405	Auditing of Information Systems	45
HBC 2402	Production and Operations Management	45