

Curriculum

for the university-level programme "**IT Business Solutions**"
leading to a Master's degree (MSc.)

The university-level programme **IT Business Solutions** is established in accordance with § 56 Universities Act (UG), Federal Law Gazette I No. 120/2002 as amended and Part B § 21ff of the Statutes of the Alpen-Adria-Universität Klagenfurt (AAU).

The curriculum shall enter into effect on the first day of the month following publication in the AAU Bulletin (Statutes Part B § 21 Para 7).

Note:

This is a translation of the official German version of the Curriculum. Only the German version is legally relevant.

§ 1 General Remarks and Designation

The university-level programme (ULP) **IT Business Solutions** comprises 90 ECTS credit points and a study duration of 4 semesters.

The language of instruction is English. In the case that all the participants in a study cycle are German-speaking, courses and examinations can also be held in German. The programme is established at the M/O/T School of Management, Organisational Development and Technology at the Alpen-Adria-Universität Klagenfurt. The implementation is carried out at the AAU locations in Klagenfurt and Vienna; in view of the international target group, other European locations may also be used.

§ 2 Qualification and Purpose

The ULP **IT Business Solutions** at the AAU combines state-of-the-art, scientifically sound methodological knowledge from the spheres of Business Information Systems and Software Technology with the business management expertise required for leadership and consultancy tasks in the field of planning, developing, configuring and operating business information systems.

Graduates of the ULP are equipped to plan complex software and system solutions using the latest technology in their own businesses or working for other businesses in a consultative capacity, to select and apply appropriate realisation technologies and tools, to implement necessary security measures and to optimize the integration into the respective company. At the same time, they are also endowed with the ability to assess the economic conditions, taking them into account and adhering to them in the planning and implementation of system solutions.

The planning, development and deployment of business system solutions always involves many and diverse groups of people. This process is shaped by communication and working in teams and between teams. Accordingly, the ability to connect at the respective adequate level of communication is essential, as is a profound understanding of gender- and culture-specific approaches and expectations. The necessary gender knowledge and gender skills are taught in the ULP.

In all, the programme endeavours to develop professional and methodological skills, social skills and personal self-competence in a comprehensive and integrative manner.

§ 3 Target Groups

The ULP **IT Business Solutions** is aimed at IT professionals, predominantly with a university degree and at least five years of relevant experience, who wish to

- bring their professional expertise in the area of modern business information systems up to date, on the one hand and
- develop their leadership skills in order to tackle broader roles, on the other hand.

Scientifically sound, while simultaneously practically-oriented and hands-on, the ULP is addressed to experts wanting to continue their studies in their future or current roles as managers in IT (CIOs, Divisional IT Directors, IT Project Managers, IT System Managers, and the like). This is irrespective of whether they are employed or acting as entrepreneurs.

§ 4 Academic Director

The university-level programme has an Academic Director, who also bears the economic and organisational responsibility (AAU Statutes Part B § 21 (3), line 4). Above all, the Academic Director is responsible for the conceptual design of the ULP, the recruitment and appointment of lecturers and guest lecturers, the regular evaluation, as well as the continuous scientific/content and didactic development of the teaching programme.

A qualified member of the Institute of Applied Informatics, endowed with the appropriate authorisation to teach, is appointed Academic Director by the Rectorate.

§ 5 Requirements for Admission and Admission Procedure

Admission to the university-level programme **IT Business Solutions** is contingent upon the fulfilment of one of the following qualifications:

- university degree or completed post-secondary education,
- qualifications of equivalent value combined with at least five years in a position for which an academic degree is usually required.

The final decision about the fulfilment of the admission criteria lies with the Academic Director. The fulfilment of the criteria does not by itself establish the right to be admitted to the ULP.

Applications for admission to the programme are submitted to the Admission Committee. This Admission Committee is comprised of the Academic Director and a decision-maker from a relevant company. An interview shall take place in the course of the admission process, with the objective to determine the professional qualifications and the personal educational goals of the applicant with regard to the suitability of the ULP.

Admission is granted once the formal requirements have been fulfilled, based on the assessment obtained during the interview and subject to the quality of the written application with reference to the following criteria:

- sincerity of the intention to participate fully in the ULP,
- career planning in the medium-term,
- commitment to personal development and to dealing with scientific content.

The final decision about admission to the ULP is made by the Admission Committee.

§ 6 Recognition of Previous Achievements

Upon application by the student, courses completed successfully at domestic or foreign tertiary education institutions shall be recognised by the Academic Director, provided that they are equivalent to the achievements stipulated by the curriculum. Overall, no more than 15 of the total of 90 ECTS credit points can be recognised as previous achievement.

§ 7 Duration, Structure and Scope

The table below provides an overview of the modules and courses of the ULP **IT Business Solutions**, including the designated ECTS credits and teaching units (each lasting 45 minutes), the e-learning components and the allocation to the respective semester. The following descriptions serve as guideline and definition for the skills taught in the programme, while simultaneously allowing lecturers sufficient scope – appropriate to university-level teaching – to place their focus in their individual field of expertise on the basis of their respective and specific experience and skills background.

Module	Main focus /module	Contents	ECTS	TU	e-learning component	Semester
1	Introduction and Fundamentals	Introduction and Fundamentals	2	16	-	1
		Scientific Working	2	16	-	2
2	Strategic Management	Introduction to Strategic Management	2	16	-	1
		Business Models, Service Level Agreements, Delivery Concepts and IT Strategy Alignment	4	32	8	1
		Internal and External Strategic Analysis (SWOT)	2	16	-	1
		IT Governance and Certificates	2	16	-	1
3	Operational IT Management	IT Controlling and IT Benchmarking	2	16	8	1
		Operational Management 1: IT Cost Accounting	3	24	8	2+3
		Operational Management 2: Managing Cost and Success	3	24	8	2+3
		Strategic IT-Management	3	24	-	3
4	Software Technology	IT in Business Processes	4	32	-	1
		Enterprise Architecture Management and Virtualization	4	32	8	2
		IT Security and Security Policies, ISO 27000, Cryptology and Authentication	2	16	-	2
		Software Development Processes	2	16	-	3
5	Data, Network and Web Technology	Data Management	4	32	8	2
		IT Networks and Network Technologies	2	16	-	2
		Web-Technologies and Social Media	2	16	-	2
		Workplace Technologies	4	32	8	3
		Tools and Automation	2	16	-	3
6	IT Law	IT Law Overview and Related Areas	2	16	-	4
		IT Contract Law, Copyright Law, Privacy	2	16	-	4
		Procurement Law and Tendering	2	16	-	4
7	IT Business Consulting	Introduction into Consultative Selling	4	32	8	4
		Sales and Bid Processes	2	16	-	4
8	Project, Change and Personal Management	Project Management According to PMA/IPMA	4	32	-	3
		Change Management in the context of IT Systems Implementation	4	16	-	3
		Competence Development and Time Management	2	16	-	3
		Team Development	2	32	8	4
	Master thesis		15	-	-	3+4
Totals			90	600	72	

In total, 72 teaching units are accomplished by the means of distance education; almost all courses encompass e-learning components and the use of the electronic learning infrastructure (moodle). Examples of content may include:

- Supplementary web links (Internet pages, YouTube videos);
- Pre-reading in advance of the seminar, with a list of questions to be answered in preparation for subsequent presentation during the seminar;
- Group discussions at the conclusion of the seminar about questions that have emerged, summary/commentary by the instructor;
- Collection of links allowing further in-depth study of the course content, which participants can add to and comment on.

One teaching unit (TU) lasts for 45 minutes. According to § 51 Para 2/26 of the 2002 Universities Act, in line with the European Credit Transfer System, ECTS credit points are assigned to individual courses in recognition of learning achievements. These credit points determine the relative share of the individual course within the overall programme work load. 1 ECTS credit point corresponds to a real time work load of 25 hours.

§ 8 Examination Regulations

Examinations in the context of the ULP **IT Business Solutions** are defined by § 51 Para 2 line 25 Universities Act and the provisions of the Statutes of the AAU regarding course examinations, subject examinations and general examinations (Statutes Part B §§ 10 – 13).

8.1 Written subject examination

Every course in the ULP is designed to conclude with a written individual examination to take place during the course of the respective semester and lasting no less than 60 minutes. All those courses that do not include an e-learning component (incl. presentation) are examinable. In each semester there will be one main examination appointment and three repeat appointments. At the final repeat appointment the examination must be taken before an examination board. As stipulated by § 77 Para 1 Universities Act, voluntary examination repetitions (in the case of examinations passed successfully previously) are permissible. The determination of the success of written subject examinations is made by the course lecturer or, respectively, by the examination board.

8.2 Master Thesis

The Master Thesis serves to demonstrate students' ability to achieve adequate standards of content and methodology when independently addressing scholarly topics. Good scientific practice (Code of Conduct) shall be observed at all times. The problem definition of the Master Thesis must be chosen in such a way that it is feasible and reasonable to expect a student to complete it within six months.

The topic of the Master Thesis is to be taken from one of the modules. The name of the supervisor, the working title of the Master Thesis as well as a description of the contents shall be submitted in a rough draft to the Academic Director for approval prior to work commencing.

The Master Thesis comprises 15 ECTS credit points.

The Academic Director may grant approval for the Master Thesis to be written in German at the request of the student.

The content of the key messages of the Master Thesis shall be defended by the author in front of the examination board and shall be assessed by the board. The assessment is included in the programme diploma.

8.3 Final board examination

The final examination of the ULP is an oral examination; it is conducted by an examination board. The relevant examination topics are determined by the Academic Director and can include all those topics dealt with in the ULP, which are linked by their content to the Master Thesis. Participants are not eligible to select freely.

The attendance of the courses prescribed in the curriculum is a prerequisite for the admission to the partial examinations and the final examination. Furthermore, admission to the final examination is contingent upon the positive assessment of all subject examinations and of the Master Thesis.

8.4 Assessment of examinations

A five-part scale is used to grade all examinations (acc. to § 73 Para 1 Universities Act), as well as for the assessment of the Master Thesis and the oral defence thereof.

In addition to the individual assessments for each subject, § 73 Para 3 Universities Act stipulates that an overall grade is assigned for the final examination. This shall be „pass“, if every subject has been successfully passed, and shall otherwise be „fail“. The overall assessment shall be worded „passed with distinction“ if the grade in no subject is worse than „good“, and if the grades in at least half of the subjects are „very good“.

8.5 Examination board

The examination board is installed by the Academic Director. It consists of at least three members and is composed as follows:

- Academic Director (chair)
- two members of the teaching staff of the ULP.

The examination board is bound to the examination regulations. The examination board decides on the examination results by a simple majority.

§ 9 Academic Degree

The participation in the ULP **IT Business Solutions** as well as the successful completion of all prescribed examinations, of the Master Thesis, and of the final examination conducted by the examination board are attested by a programme certificate.

Graduates of the university-level programme **IT Business Solutions**, who complete the programme with a positive overall grade, are awarded the academic degree "**Master of Science (IT Business Solutions)**", abbreviated to **MSc IT Business Solutions**, which must follow the name as stipulated by § 88 Para 2 Universities Act.

§ 10 Evaluation of the University-level Programme

The ULP is evaluated in accordance with § 23, Part B of the Statutes of the Alpen-Adria-Universität Klagenfurt. In order to safeguard the high quality standards of the desired educational programme, the programme content, the programme instructors and the course conditions as well as the administration of the programme are subject to written evaluation by the students at least once per semester. The evaluation of the courses places particular emphasis on the relevance of content, the teaching skills of the respective instructors and the associated administrative processes.

§ 11 Entry Into Effect of the Curriculum

The curriculum shall enter into effect on the first day of the month following publication in the AAU Bulletin.