REGULATIONS FOR THE DEGREE OF
BACHELOR OF SCIENCE IN INFORMATION MANAGEMENT
[BSc(IM)]

These regulations apply to students admitted to the Bachelor of Science in Information Management [BSc(IM)] curriculum in the academic year 2025-26 and thereafter.

(See also General Regulations and Regulations for First Degree Curricula)

Ed346 Admission to the degree

To be eligible for admission to the degree of Bachelor of Science in Information Management, candidates shall

(a) comply with the General Regulations;
(b) comply with the Regulations for First Degree Curricula;
(c) hold (i) an Associate Degree or a Higher Diploma; or (ii) other qualifications of equivalent standard accepted for this purpose; and
(d) satisfy all the requirements of the curriculum in accordance with these regulations and the syllabuses.

Ed347 Period of study

The curriculum for the degree of Bachelor of Science in Information Management shall normally require four semesters of full-time study and a summer semester, extending over not fewer than two academic years, and shall include any assessment to be held during and/or at the end of each semester. Candidates shall not in any case be permitted to extend their studies beyond the maximum period of registration of three academic years, unless otherwise permitted or required by the Board of the Faculty.

Ed348 Selection of courses

(a) Candidates shall select their courses in accordance with these regulations and the guidelines specified in the syllabuses before the beginning of each semester. Changes to the selection of courses may be made only during the add/drop period of the semester in which the course begins, and such changes shall not be recorded on the transcript of the candidate. Requests for changes after the designated add/drop period of the semester shall not normally be considered.
(b) Withdrawal from courses beyond the designated add/drop period will not be permitted, except for medical reasons approved by the Board of the Faculty.

Ed349 Curriculum requirements

(a) To complete the curriculum, candidates shall follow instruction in the syllabuses prescribed and
  (i) satisfy the requirements prescribed in UG5 of the Regulations for First Degree Curricula[1]; and
  (ii) complete successfully not fewer than 120 credits, in the manner specified in these regulations and syllabuses, comprising:
    - 72 credits in the Major in Information Management (including the final year project (6-

[1] Under Ed350(b), candidates will be granted advanced standing of 120 credits, including 24 credits of courses in the Common Core Curriculum, a non-credit bearing Academic Communication in English course and 6 credits in a Chinese language enhancement course to fulfill part of the UG5 requirements for graduation.

credit) as a Capstone Requirement);

- 6 credits in an English in the Discipline course;
- 12 credits of courses in the Common Core Curriculum, including not more than one course from the same Area of Inquiry;
- 6 credits in artificial intelligence literacy;
- 24 credits in elective courses; and
- a non-credit bearing course in national education and national security education, and any other non-credit bearing courses as may be required from time to time.

(b) Candidates shall normally be required to take not fewer than 24 credits nor more than 30 credits in any one semester (except the summer semester) unless otherwise permitted or required by the Board of the Faculty, or except in the last semester of study when the number of outstanding credits required to complete the curriculum requirements may be fewer than 24 credits.

(c) Candidates may, of their own volition, take additional credits not exceeding 6 credits in each semester, and/or further credits during the summer semester, accumulating up to a maximum of 72 credits in one academic year. With the special permission of the Board of the Faculty, candidates may exceed the annual study load of 72 credits in a given academic year provided that the total number of credits taken does not exceed the maximum curriculum study load of 144 credits for the normative period of study specified in the curriculum regulations, save as provided for under Ed349(d).

(d) Where candidates are required to make up for failed credits, the Board of the Faculty may give permission for candidates to exceed the annual study load of 72 credits provided that the total number of credits taken does not exceed the maximum curriculum study load of 216 credits for the maximum period of registration specified in the curriculum regulations.

Ed350 Advanced standing and credit transfer

(a) Advanced standing may be granted to candidates in recognition of studies completed successfully before admission to the University in accordance with UG2 of the Regulations for First Degree Curricula. Credits granted for advanced standing shall not be included in the calculation of the GPA but will be recorded on the transcript of the candidate.

(b) In recognition of candidates' fulfillment of requirement stipulated in Ed346(c), they will be granted advanced standing of 120 credits, including 24 credits of courses in the Common Core Curriculum, a non-credit bearing Academic Communication in English course and 6 credits in a Chinese language enhancement course.

(c) Candidates may, with the approval of the Board of the Faculty, transfer credits for courses completed at other institutions at any time during their candidature. The number of transferred credits will be recorded on the transcript of the candidate, but the results of courses completed at other institutions shall not be included in the calculation of the GPA. The number of credits to be transferred shall not exceed half of the total credits normally required under the degree curricula of the candidates during their candidature at the University.

Ed351 Assessment and grades

(a) Candidates shall be assessed for each of the courses for which they have registered, and assessment may be conducted in any combination of coursework, written examinations and/or any other assessable activities. Only passed courses will earn credits. Grades shall be awarded in accordance with UG8 of the Regulations for First Degree Curricula.

(b) Courses in which candidates are given an F grade shall be recorded on the transcript of the candidate, together with the new grade if the candidate is re-examined as a second attempt or retakes the failed course. All failed grades shall be included in calculating the GPA and shall be taken into account for the purposes of determining eligibility for award of the BSc(IM) degree, honours classification and whether a candidate shall be recommended for discontinuation of

studies.

(c) Candidates shall not be permitted to repeat a course for which they have received a D grade or above for the purpose of upgrading.

(d) There shall be no appeal against the results of examinations and all other forms of assessment.

Ed352 Absence from examination

Candidates who are unable, because of illness or other acceptable reason, to be present at the written examinations of any course may apply for permission to present themselves at a supplementary examination of the same course to be held before the beginning of the First Semester of the following academic year. Any such application shall be made within seven calendar days of the first day of the candidate's absence from any examination. Any supplementary examination shall be part of that academic year's examinations, and the provisions made in these regulations for failure at the first attempt shall apply accordingly.

Ed353 Retaking/Re-examination of failed course(s)

(a) Candidates who have failed to satisfy the examiners in course(s), but have
- completed successfully 36 or more credits in two consecutive semesters (not including the summer semester), except where candidates are not required to take such a number of credits in the two given semesters; and
- achieved an average Semester GPA of 1.0 or higher for two consecutive semesters (not including the summer semester),

shall be required, as specified by the relevant Board of Examiners:
(i) to undergo re-assessment(s)/re-examination(s) in the failed course(s) to be held no later than the end of the following semester (not including the summer semester); or
(ii) to re-submit failed coursework, without having to repeat the same course of instruction; or
(iii) to repeat the failed course(s) by undergoing instruction and satisfying the assessments; or
(iv) for elective course(s), to take another course *in lieu* and to satisfy the assessment requirements.

(b) Candidates shall not be permitted to retake a failed course or present themselves for re-examination as a second attempt if they have otherwise satisfied all the requirements stipulated in these regulations for the award of the BSc(IM) degree.

Ed354 Failure in re-examination

(a) Candidates who have failed to satisfy the examiners at re-assessment(s)/re-examination(s), granted under Regulation Ed353, of course(s) in the Information Management Major shall:
(i) if these courses total *not more* than 12 credits, normally be permitted to progress to the following year of study and to present themselves for re-examination, in any prescribed form of examination; or
(ii) if these courses total *more* than 12 credits, be recommended for discontinuation of their studies as stipulated under Regulation Ed355(d).

(b) Candidates who have failed to satisfy the examiners at a supplementary examination, granted under Regulation Ed352, shall be permitted to present themselves for re-assessment in accordance with Regulation Ed353, as directed by the Board of Examiners.

Ed355 Discontinuation

Unless otherwise permitted by the Board of the Faculty, candidates shall be recommended for

discontinuation of their studies if they have

(a) failed to complete successfully 36 or more credits in two consecutive semesters (not including the summer semester), except where candidates are not required to take such a number of credits in the two given semesters; or
(b) failed to achieve an average Semester GPA of 1.0 or higher for two consecutive semesters (not including the summer semester); or
(c) failed in the Capstone Requirement; or
(d) failed to satisfy the examiners at re-assessment(s)/re-examination(s) of course(s) in the Information Management Major, granted under Regulation Ed353, of more than 12 credits; or
(e) exceeded the maximum period of registration specified in Regulation Ed347.

Ed356 Award of degree and honours classifications

(a) To be eligible for the award of the degree of Bachelor of Science in Information Management, candidates shall have successfully completed the curriculum as stipulated under Regulation Ed349.
(b) Honours classifications for the degree of Bachelor of Science in Information Management shall be awarded in five divisions: First Class Honours, Second Class Honours Division One, Second Class Honours Division Two, Third Class Honours, and Pass. The classification of honours shall be determined by the Board of Examiners for the degree in accordance with the following Graduation GPA scores (GGPA) stipulated in UG9(a) of Regulations for First Degree Curricula, with all courses taken (including failed courses, but not including courses approved by the Senate graded as 'Pass', 'Fail' or 'Distinction') carrying weightings which are proportionate to their credit values:

Class of honours	*GGPA range*
First Class Honours	3.60 – 4.30
Second Class Honours	(2.40 – 3.59)
Division One	3.00 – 3.59
Division Two	2.40 – 2.99
Third Class Honours	1.70 – 2.39
Pass	1.00 – 1.69

(c) Honours classification may not be determined solely on the basis of a candidate's Graduation GPA and the Board of Examiners for the degree may, at its absolute discretion and with justification, award a higher class of honours to a candidate deemed to have demonstrated meritorious academic achievement but whose Graduation GPA falls below the range stipulated above of the higher classification by not more than 0.1 Grade Point.
(d) A list of candidates who have successfully completed the degree requirements shall be posted on Faculty notice boards.

SYLLABUSES FOR THE DEGREE OF
BACHELOR OF SCIENCE IN INFORMATION MANAGEMENT
[BSc(IM)]

These syllabuses apply to students admitted to the Bachelor of Science in Information Management [BSc(IM)] curriculum in the academic year 2025-26 and thereafter.

Candidates are required to complete courses totaling not fewer than 120 credits for the Bachelor of Science in Information Management [BSc(IM)] degree. These courses must comprise:

- 72 credits in the Major in Information Management (including a 6-credit Capstone Requirement);
- 6 credits in an English in the Discipline course;
- 12 credits of courses in the Common Core Curriculum in different Areas of Inquiry;
- 6 credits in artificial intelligence literacy;
- 24 credits in elective courses; and
- a non-credit bearing course in national education and national security education, and any other non-credit bearing courses as may be required from time to time.

FIRST YEAR OF THE CURRICULUM

Candidates shall normally take the following courses:

- 42 credits in the Major in Information Management;
- a 6-credit course in the Common Core Curriculum;
- a 6-credit English in the Discipline course; and
- a 3-credit artificial intelligence literacy course.

SECOND YEAR OF THE CURRICULUM

Candidates shall normally take the following courses:

- 30 credits in the Major in Information Management;
- a 6-credit course in the Common Core Curriculum;
- a 3-credit artificial intelligence literacy course; and
- 24 credits in elective courses.

MAJOR IN INFORMATION MANAGEMENT (72 credits)

Core Courses

Candidates are required to complete 60 credits of Core Courses as follows:

BSIM3001 Information management foundations (6 credits)

This course introduces the literature of librarianship and information management and provides an overview of the properties of information and knowledge, the information landscape and the historical, current, and potential roles of libraries and information agencies. Information process models will be

analysed to surface key issues in the transfer of information, and demonstrate the relationship between information processes such as collection, organisation, access, and delivery of information. Approaches to needs analysis will be explored.

Assessment: 100% coursework.

BSIM3004 Information retrieval (6 credits)

This course introduces and explores information retrieval principles, techniques and strategies applied to electronic information sources, methods for evaluating databases, and information literacy frameworks. Information literacy issues including the nature of information, the nature of the autonomous learner and user needs, information seeking behavior, mediated searching, and evaluation of retrieved information are discussed. At the completion of this course, participants will have an enhanced understanding of information literacy, and improved information seeking ability, and understanding of mediated search provision.

Assessment: 100% coursework.

BSIM3017 Database systems (6 credits)

This course aims to introduce fundamental concepts of database management systems, with an emphasis on the relational database model and applications in information agencies. Topics include the motivation for database systems, data modeling, principles of database design, data definition and manipulation languages. Support for procedural database objects in Structured Query Language (SQL) is also introduced.

Assessment: 70% coursework, 30% examination.

BSIM3023 Information organisation and content management (6 credits)

This course examines the theories and approaches for information organisation and content management in libraries and other environments. Basic concepts and theories of metadata together with a number of metadata schemas and standards for representing, retrieving and organising information and content in various applications are introduced. The emphasis is on the design and implementation of metadata applications for information organisation and content management in digital and web-based environments.

Assessment: 100% coursework.

BSIM3998 Professional practices in information management (6 credits)

This course is designed to supplement regular classes with seminars of contemporary professional information management (IM) practice in the real world in order to prepare them for their internship and professional work after graduation, as well as to demonstrate leadership to the students from related professionals. Students are exposed to contemporary IM practices and leadership through seminars given by professionals and academics, as well as group discussions with them. After completing this course, students will understand contemporary IM practice and a sense of leadership required.

Assessment: 100% coursework.

BSIM3999 Internship (6 credits)

Students will apply what they learn from their academic studies into real-life situations by working on information management related projects through a summer internship experience in an organisation. The course provides opportunities for the application of information management theories to practical situations.

Assessment: 100% coursework.

BSIM4011 Project management (6 credits)

This course introduces the project life cycle and the techniques and change management aspects of managing, planning, and implementing successful projects in organisations. Conceptual foundations are the focus so students can use project management software effectively. General management and communication skills are explored in the context of project manager communication with project teams, clients, and other stakeholders.

Assessment: 100% coursework.

BSIM4020 Information society issues and policy (6 credits)

The course examines the link between information society issues and the need for information policies that address these issues. Issues including intellectual property rights and copyright, privacy and freedom of access to information**,** information and culture, technology and culture, and societal needs and demands for information are explored. Information policies and the policy development process are addressed at macro and micro levels. At the completion of this course, participants will be able to identify the need for information policies, critique existing information policies, and develop information policies at the organisational level.

Assessment: 100% coursework.

BSIM4026 Introduction to statistics and quantitative data analysis (6 credits)

The course aims at providing essential probability and statistics knowledge for students to explore and solve problems in information management. This course will familiarise students with necessary statistical theories, concepts and techniques to prepare them for effective academic and professional practice in analysing quantitative data. Topics include probability, estimation, descriptive statistics, normal distribution, non-parametric models, summarising and visualising data, hypothesis testing, and regression.

Assessment: 100% coursework.

BSIM4999 Project (6 credits) (A capstone requirement)

Students will learn basic research methods and skills in doing a project for information management. Topics including key elements of a research project, steps of the research process, and quantitative and qualitative research methods are introduced in lectures. Students then complete a substantial final year project under supervision.

Assessment: 100% coursework.

Elective Courses

Candidates are required to complete 12 credits of Elective Courses for the major requirement. Not all elective courses will be offered every year.

BSIM3014 User-based systems analysis (6 credits)

This course introduces students to the evaluation and design of information systems (IS). IS development processes, development technologies and issues affecting IS development will be examined and discussed including usability and human factors. Emphasis will be given to selected IS phases including requirements analysis and system modeling. Selected features of modeling tools like the Unified Modeling Language (UML) will be introduced.

Assessment: 100% coursework.

BSIM3021 Web development, users and management (6 credits)

This course covers basic principles of web design and development from technical, user, and management perspectives. It aims to develop an understanding of web-related technologies and user behaviour in such environments and of best practice in the creation, organisation, and maintenance of such websites through studying and practising relevant theories.

Assessment: 100% coursework.

BSIM3025 Multimedia and human-computer interaction (6 credits)

The course provides a general introduction to the theory and practice of multimedia information systems. We will explore how to design and develop multimedia information systems that account for the principles of human information processing, sensation, perception, cognition, interaction, and learning. This course focuses on developing systems in an online environment, but the principles should apply to every information system that interacts with people. You will gain theoretical background and practical experience to design, innovate, and critique digital multimedia information systems.

Assessment: 100% coursework.

BSIM4018 Data warehousing and data mining (6 credits)

This course aims to introduce the challenges and solutions of discovering and extracting organisational information from heterogeneous sources through the use of data warehousing and data mining techniques. Topics include the motivation for and the processes of data warehousing, data warehouse architecture and design, online analytical processing, as well as concepts and techniques of data mining. Ethics and personal privacy issues in data mining are also addressed.

Assessment: 100% coursework.

BSIM4019 Electronic commerce (6 credits)

This course examines organisational and technological issues related to E-Commerce. Topics include business models for B2B or B2C E-commerce, E-commerce strategies for business, technology infrastructure for E-commerce system development, information privacy and security, and emerging topics such as Mobile Commerce and Web 2.0 Commerce.

Assessment: 100% coursework.

BSIM4024 Fundamentals of object-oriented programming (6 credits)

This course aims to equip students with basic concepts of object-oriented programming and practical knowledge for designing and implementing simple software applications through an object-oriented programming language. In addition to basic programming constructs such as control statements, basic data structures and algorithms are also introduced.

Assessment: 100% coursework.

BSIM4027 Selected topics in information management (6 credits)

Students will learn contemporary topics in information management (IM) not covered in regular courses in the curriculum, emphasising current issues, challenges, methodologies, and/or applications under the current globalised knowledge economy. After completing this course, students will understand some current topics of information management to facilitate their future careers or studies, particularly as an information professional, educator, or manager. A variety of examples and case studies will be given concerning different context of information management.

Assessment: 100% coursework.

BSIM4028 Principles and practice of data visualisation (6 credits)

In the era of big data, data visualisation plays a crucial role in information management. It translates information into a visual context, making it easier to identify patterns and trends, and ultimately helping decision-makers gain insights from large and complex data sets. Interactive data visualisations and dashboards also assist organisations in monitoring their performance, enabling them to identify and respond to various issues effectively. This course aims to introduce students to the principles and practice of data visualisation. Students will learn fundamental principles, theories, and rules of data visualisation. Students are given opportunities to prepare data sets and apply related principles to create visuals and dashboards using drag-and-drop visualisation tools (e.g., Tableau, Qlik or Power BI). A variety of chart types (e.g., comparing categories, time/trend, distributions, relationship and composition) will be introduced. The importance of ethical practice in data visualisation is also emphasised.

Assessment: 100% coursework.

ENGLISH IN THE DISCIPLINE COURSE (6 credits)

CAES9420 Academic English for information management and social data science students (6 credits)

This one-semester, 6-credit English course will provide the opportunity for Information Management students and Social Data Science students to develop their report writing and oral presentation skills for disciplinary studies and academic purposes. Students are required to identify an issue relevant to their discipline and undertake a small-scale research project to investigate the problem issue and communicate an argument to an academic audience in writing with appropriate organisational and rhetorical skills. During the process, students need to gather data by means of an interview, perform analysis on the information they obtain, and present their findings orally and in formal report writing. The course will allow students to practice relevant English language skills in their Final Year Project/ Capstone Experience courses.

Assessment: 100% continuous assessment by coursework.

COMMON CORE CURRICULUM (12 credits)

Candidates are required to complete 12 credits of courses in the Common Core Curriculum in different Areas of Inquiry.

ARTIFICIAL INTELLIGENCE LITERACY (6 credits)

Candidates are required to complete 6 credits in artificial intelligence literacy.

ELECTIVE COURSE (24 credits)

Candidates are required to complete 24 credits in elective courses.