

Module Title:	Business Applications 3
Language of Instruction:	English
Credits:	5
NFQ Level:	6
Module Delivered In	8 programme(s)
Teaching & Learning Strategies:	Lab sessions - communication of knowledge by demonstration from the lecturer to the student. E-Learning - the module will be supported with online learning materials. Self-Directed Independent Learning - the emphasis on independent learning will develop strong and autonomous work and learning practices.
Module Aim:	The aim of the subject is to build on the skills developed in Business Applications I and to provide the students with the essential information technology skills required for entering the workplace or for continued studies.
Learning Outcomes	
<i>On successful completion of this module the learner should be able to:</i>	
LO1	Demonstrate the ability to model spreadsheet for business applications.
LO2	Demonstrate the ability to use the advanced functions of Excel.
LO3	Apply What-if analysis tools appropriately.
Pre-requisite learning	
Module Recommendations <i>This is prior learning (or a practical skill) that is recommended before enrolment in this module.</i>	
No recommendations listed	
Incompatible Modules <i>These are modules which have learning outcomes that are too similar to the learning outcomes of this module.</i>	
No incompatible modules listed	
Co-requisite Modules	
No Co-requisite modules listed	
Requirements <i>This is prior learning (or a practical skill) that is mandatory before enrolment in this module is allowed.</i>	
Business Applications I	

Module Content & Assessment

Indicative Content

Advanced Spreadsheets (100%).

Develop advanced excel skills including absolute and relative referencing; advanced functions IF, VLOOKUP, HLOOKUP, PMT, ROUND, RAND; importing data from other sources; finding and correcting errors in formulae; what-if analysis (Goal Seek; Scenarios and data tables); using Solver to find optimal solutions; Pivot tables & Pivot charts; Data analytics, Presentation behaviour; Dashboards; Creating and editing charts; advanced formatting; protecting cells and sheets.

Assessment Breakdown

	%
Continuous Assessment	100.00%

Continuous Assessment

Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Practical/Skills Evaluation	Practical assessments	1,2,3	100.00	n/a

No Project

No Practical

No End of Module Formal Examination

ITCarlow reserves the right to alter the nature and timings of assessment

Module Workload

Workload: Full Time		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Laboratory	Every Week	3.00
Independent Learning	Every Week	6.00
Total Hours		9.00

Workload: Part Time		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Lecture	Every Week	1.50
Independent Learning Time	Every Week	7.50
Total Hours		9.00

Module Delivered In

Programme Code	Programme	Semester	Delivery
CW_BBIBM_B	Bachelor of Business (Honours) in Management	3	Mandatory
CW_BBOPT_B (BAKB)	Bachelor of Business (Honours) in Marketing	3	Mandatory
CW_BBHRM_D	Bachelor of Business in Human Resource Management	3	Mandatory
CW_BBHRM_D	Bachelor of Business in Human Resource Management	4	Elective
CW_BBIBD_D	Bachelor of Business in International Business incorporating Double Degree	3	Mandatory
CW_BBOPT_D (BAKD)	Bachelor of Business in Marketing	3	Mandatory
CW_BBSCM_D	Bachelor of Business in Supply Chain Management	3	Mandatory
CW_BBBUS_C	Higher Certificate in Business	3	Mandatory