School of Computing and Information Technology

CSIT988 -- Security, Ethics and Professionalism

Autumn 2025

ASSIGNMENT 3: Group Report

Mark: 30%

Due date: A soft copy of the **Report** along with the **Contribution** sheet must be submitted via Moodle by:

30 May 2025 (Friday), 11:30pm

Length: 4500 – 5000 words

General Instructions:

Submissions must be done **in groups.** Groups must be created and managed via the procedure "Group self-selection for Assignment 3" on Moodle. A group should consist of 1—6 members. To be eligible for the submission, **you must be a member of exactly one group**. Even if you work alone for this assignment, you still need to create a single-member group in order to be able to submit.

Any group member can make the submission on behalf of the group. A group submission will be considered as submitted as soon as any member of the group clicks the submit button.

Turnitin is **enabled** for this assignment. Students may be contacted if there is any plagiarism concern.

The length of the report should be between 4500 and 5000 words. (Words in the cover page, in the abstract, in tables/figures, and in the references are not counted.)

The suggested outline of the report and the marking criteria are similar to those of Assignment 2 (Individual Report). Details are given below.

Problem description:

Hillside hospital is a 200-bed hospital that includes various facilities as emergency care, maternal and child health, chronic disease management with different specialties. The hospital has facilities such as pharmacy, radiology, physiotherapy and rehabilitation services. Several healthcare providers such as specialist, registrars, medical officers, nurses, physiotherapist and other allied health providers work at the hospital. The General Practitioners from the Hillside Medical Centre can also admit their patients to the Hillside Hospital. Some of the staff members in the hospital are involved in medical research and clinical trial and they also need to use patients' information from the system.

As an IT Expert Team from the hospital, your group has been consulted for management of Information Security of Health Information in the hospital environment.

Your task is to design a security and risk management solution which will fulfil security requirements of the hospital. As your group considered the security management of health information system of hospital environment, *you will need to understand the information security requirement of healthcare environment, different access level, ensuring patient confidentiality, Health Privacy Acts, Policy etc. Therefore, your literature review will be on health information security.* That will ensure you have planned and developed the security program with appropriate protection mechanism.

Your report will need to include the following aspects:

- **Planning**
- **Policy**
- **Developing the security program**
- **Risk management**
- **Protection mechanism**

Suggested Outline of the Report

1. Title/Cover Page
2. Table of Contents, including page numbers of all report sections, tables, and figures
3. Abstract
4. Introduction
5. Research methods and approach
6. Results
7. Discussions, including discussion about the scope and limitations of the presented results
8. Conclusions
9. References

Group Report Assessment Criteria (30 marks)

1. Length of the report: 4500 - 5000 words [1.5]
2. Originality, i.e., your own interpretation, analysis and synthesis of other people's work [4.5]
3. The quality of references (the relevancy and credibility of the references) [1.5]
4. The results are evidence-based [4.5]
5. The reasoning is logically sound and of high clarity [4.5]
6. Consistency of referencing style [1.5]
7. The accuracy and comprehensiveness of the answers or solutions [4.5]
8. Clarity and structure of written work [3.0]
9. The language is accurate, concise and readable [4.5]

Notes on Report Presentation

1. Your work must be typed. Number your pages.
2. Always keep a copy of your work.
3. An analytical essay should be an evidence-based argument. It should present a case. You should discuss a problem and not simply narrate events. It may be necessary to devote some space to narrative or description, but the major task will be the weighing and the assessing of evidence and arguing from that evidence to a solution of the problem. Have a clear idea of what the problem is and what it involves. Remember that there will seldom be a single clear-cut answer to it.
4. Read and take notes in your own words, taking care to acknowledge the source exactly (full citation including page numbers or URL).
5. Sources vary in quality and not all works on a topic will be relevant or suited to your purpose. Wherever possible, work out your own solutions and interpretations. Do not accept without question the views and interpretations of any author. Part of your task is to assess and criticise the work of other writers. Do not rely on a single source of information or ideas; you should try to find a range of relevant writings. Where there is some disagreement among the experts, discuss this fact.
6. Plan your essay carefully; spend time getting a logical organisation. When you are taking notes from a book or an article, record the page numbers so that you can refer to them exactly when you are writing your paper. Write it in clear, simple and grammatical prose. Do not submit your first attempt; give yourself time to revise and improve your paper.
7. As far as possible, you should use your own words. It is a good idea when you have done your preliminary reading for the paper, to write your first draft without having your source material in front of you. Then you can decide what material to draw on to support your arguments and how to use it. Use quotations only to illustrate or back up a point in your argument – for example, if your purpose is to discuss the style or argument that author exemplifies. Do not use a quotation simply because you think the author is better at phrasing a point than you are. Try to avoid long quotes; they are seldom necessary.
8. Keep direct quotes to a minimum and only to make a point that cannot be made in your own words. It is preferable not to conclude with a quote. It's your argument, why use someone else's word? It is important to understand what is, and is not, acceptable

practice when using other people's material. You should avoid paraphrasing passages closely. If you copy phrases or sentences word for word, you must make it clear that they are quotes, by enclosing the words in quotation marks, or, if you are using a passage of several lines, by separating it out as a block quote, indented for clarity. If you express an idea or argument that is neither your own nor an item of common knowledge, you must also attribute this. In both cases, acknowledge the source in the approved manner. The boundary between your words and ideas, and those borrowed from another person, must always be clear to the reader, otherwise you will be plagiarising.

Plagiarism can lead to a grade of zero for the essay.

9. Optional: On the first page of the text should appear an abstract of not more than 200 words in continuous prose (not note form) which outlines the arguments of the essay. An abstract is not an introduction to the essay.

10. Do not use conversational style or colloquialisms. Use the third person as a general rule. Check spelling and use the computerised "spell check" if it is available on the word processing package you are using. Also use a thesaurus to help in choice of words and to avoid too much repetition. An integral part of your essay structure is the construction of proper sentences and writing good paragraphs. Good, logical argument construction is essential in making clear your point of view. You must provide evidence if you are to be convincing.

11. Use appropriate punctuation. Many common essay problems involve punctuation. Refer to this section of this guide, for the correct usage of punctuation.

12. If you use non-textual material (e.g., tables, figures, etc.), you MUST refer to these in the assignment. The reader needs to understand why this material was built into the piece of work.

Referencing Style

The Harvard system of referencing is recommended. Keep the reference entries consistent.

Plagiarism

Plagiarism will not be tolerated and may result in the imposition of severe penalties. At the least, you will receive a zero grade for the piece of work concerned. Plagiarism is the use of another person's work as if it is your own. The other person may be an author, a lecturer or another student. The work may previously have been published in print form or on the Web.

The University of Wollongong's policy on plagiarism is available on the University webpage. https://www.uow.edu.au/student/support-services/learning-development/plagiarism/

Turnitin is enabled for this assignment.