

**UNIVERSITY OF RUHUNA**  
**FACULTY OF MANAGEMENT AND FINANCE**  
**Bachelor of Business Administration (BBA) — Level 3000**  
**BBA 31013 – Management Information Systems (Old Syllabus)**

**Take Home Assignments for Repeat Students**

<b>Course Code / Title</b>	BBA 31013 – Management Information Systems
<b>Target Group</b>	BBA Level 3000 Repeat Students
<b>Number of Assignments</b>	Two (02)
<b>Marks per Assignment</b>	15 Marks each (Total 30 Marks)
<b>Mode of Work</b>	Individual
<b>Task Type</b>	Take home, written report (no presentation)
<b>Length</b>	Maximum 10 pages per report
<b>Submission</b>	Hard copy, and email to <a href="mailto:dilhani@mgt.ruh.ac.lk">dilhani@mgt.ruh.ac.lk</a>

**General Instructions (Applicable to Both Assignments)**

- These assignments are designed specifically for BBA 3000 level repeat students registered for BBA 31013 – Management Information Systems.
- This is a take home, written assignment. No in class or online presentation is required.
- Each report must not exceed 10 pages (excluding the cover page and reference list), typed in Times New Roman 12 pt., 1.5 line spacing, with standard margins.
- Submit a hard copy to the Department of Management and Entrepreneurship/Course coordinator, and an electronic copy (PDF) by email to [dilhani@mgt.ruh.ac.lk](mailto:dilhani@mgt.ruh.ac.lk) on or before the deadline communicated by the course coordinator. **Deadline for both assignments will be 24 July 2026, 4.00 P.M.**
- Late submissions will be subject to the Faculty’s standard late submission penalty policy unless prior approval has been granted.
- Plagiarism, including unattributed copying from the internet or from other students’ work, will be penalized in accordance with University regulations. All sources must be properly cited (APA style recommended).

## **Assignment 1: Management Information Systems (15 Marks)**

### **Title**

### **Evaluating the Use of Management Information Systems (MIS) to Improve Organizational Decision Making in a Sri Lankan Organisation**

### **Task**

Select any one organisation known to you (a private company, government institution, bank, hospital, university, SME, or family business in Sri Lanka) where information systems are used to support daily operations and decision making.

Based on the selected organization, prepare a written report addressing the following:

1. Briefly introduce the selected organisation (nature of business, size, main activities, and departments) in no more than half a page.
2. Explain, in your own words, the concept of a Management Information System (MIS) and discuss TWO major functions or characteristics of MIS covered in class (for example: supporting decision making, improving communication, providing timely information, integrating business functions, improving efficiency, or enhancing managerial control).
  - a. Clearly define each concept and explain its importance to organizations.
3. Analyze how the selected organization currently uses Management Information Systems to support its operations and managerial decision making. Discuss the benefits gained as well as any limitations or challenges observed. Use practical examples wherever possible.
4. Identify at least THREE weaknesses, limitations, or challenges in the organization's current use of Management Information Systems.
5. Recommend practical and realistic strategies that could improve the effectiveness of the organization's Management Information System and enhance organizational performance.
6. Conclude with a brief summary (not more than one paragraph) highlighting the key lessons learned from this exercise.

### **Expected Structure**

Cover page (student/group name(s), registration number(s), course code, assignment title, word/page count)

Introduction to the organization  
Concept of Management Information Systems  
Application and analysis  
Weaknesses identified  
Recommendations  
Conclusion  
References (APA Style)

## Marking Criteria

Criteria	Marks
Clarity of organizational background	2
Accurate explanation of MIS concepts	4
Depth and relevance of organizational analysis	5
Practicality and originality of recommendations	3
Structure, referencing, and overall presentation	1
Total	15

## Assignment 2: Management Information Systems (15 Marks)

### Title

### Evaluating the Impact of Digital Transformation on a Sri Lankan Organisation

### Task

Digital transformation is changing the way organizations operate, interact with customers, and compete in today's business environment.

Select any one organisation in Sri Lanka (private company, government institution, bank, hospital, university, SME, or family business) that has adopted digital technologies to improve its operations or services.

Based on the selected organisation, prepare a written report that addresses the following:

1. Briefly introduce the selected organisation (nature of business, size, and major products/services) in no more than half a page.
2. Explain, using your own words, the concept of Digital Transformation and discuss TWO digital technologies adopted by organizations (e.g., Cloud Computing, Artificial Intelligence, Big Data Analytics, Internet of Things (IoT), Mobile Applications, Social Media, or E-commerce). Clearly explain how each technology supports business operations.
3. Analyze how the selected organisation has used digital technologies to improve its operations, customer service, communication, or decision making. Support your discussion with practical examples.

4. Discuss at least THREE benefits the organisation has gained through digital transformation and TWO challenges it has faced during the adoption process.
5. Recommend practical strategies the organisation could adopt to further strengthen its digital transformation journey and remain competitive.
6. Conclude with a brief summary (not more than one paragraph) of the key lessons learned from this exercise.

### Expected Structure

Cover page (student/group name(s), registration number(s), course code, assignment title, word/page count)

Introduction to the organization  
 Concept of Management Information Systems  
 Application and analysis  
 Weaknesses identified  
 Recommendations  
 Conclusion  
 References (APA Style)

### Marking Criteria

Criteria	Marks
Clarity of organizational background	2
Accurate explanation of digital transformation and technologies	4
Depth and relevance of organizational analysis	5
Practicality and originality of recommendations	3
Structure, referencing, and overall presentation	1
Total	15

Course Coordinator: B.B.D.S. Abeykoon, Faculty of Management and Finance, University of Ruhuna

Email for submission: [dilhani@mgt.ruh.ac.lk](mailto:dilhani@mgt.ruh.ac.lk)