



Bachelor of Business Information Technology (BBIT)

Riara
University
nurturing innovators

SCHOOL OF
COMPUTING
SCIENCES

Philosophy of the Programme

The growing need of information technology in the business world and its implications on the way of doing business has necessitated the need for a comprehensive curriculum that provides thorough knowledge and understanding in all key aspects of Business Management and Information Technology. Globally, there is a growing trend of combining business and information into the crucial role of business information manager, since both technical and business skills have increasingly become inseparable. In line with RU's vision of offering a transformative education that will enable graduates think creatively, logically and innovatively, the BBIT programme is designed to provide the learner with knowledge, competencies, and values in Information Technology and Business Management, strategic use, management and development of information systems to enhance businesses processes.

The rapid changes in the business environment have been driven by an increase in well-educated and informed customers, corporate mergers and acquisitions, business process outsourcing, proliferation of mobile telephony, burgeoning internet, big data and heightened competition due to globalization. The BBIT programme prepares learners for positions in business management, business systems/process analysis, project management and business development services.

Why study BBIT in Riara University?

This is in line with the Vision of Riara School of Computing sciences to build on a reputation of quality programmes, services to the learner, teaching excellence and to be a market pace setter in design and implementation of relevant academic programmes. The programme will enable learners integrate IT models to solve business problems within the fields of accounting, finance, marketing, human resource development, operations/production, and research and development.

Goal of the Programme

The programme focuses on helping students build practical business competencies together with state of the art information technology. The business component provides learners with sound knowledge and skills in business development, creative leadership and critical thinking skills. The information technology component provides learners with a sound training in programming, networking, security, modeling and data administration highly requirement locally and globally to enhance business analysis, project and data management, and development of electronic commerce. Thus, the programme

focuses on managing the integration of people, machines, methods, materials and information resources with information technology for successful business operations and maximizing a firm's competitive advantage.

Expected Learning Outcomes

At the end of the programme the learner should be able to:

1. Describe how information technology is used within organizations locally and globally to support business processes and decision making
2. Solve quantitative business problems.
3. Demonstrate practical competence in operating a range of current software systems.
4. Acquire practical skills in software development, systems administration, network engineering and data base administration.
5. Re-design business processes to streamline and optimize business operations using IT.
6. Apply sound corporate governance principles and ethical values in the development and application of information technology.
7. Develop information technology based business applications.
8. Communicate at a professional level with clients, system users and peers.

Mode of Delivery of the Programme

The programme will be offered as both full-time and part-time. The specific learning methods are geared towards active learning rather than mere lecturing. The essence of active learning is to involve students to do 'things' and think about the 'things' they do. Specifically, the tools to be used to achieve active learning will be case studies, individual and group class presentations, writing projects, simulations, role playing, face to face learning, distance learning, open learning, e-learning, and problem-based learning.

In addition, the students will be engaged in community work and industrial attachment where they will be attached to the private and public sectors so that they can obtain first-hand experience in dealing with practical management problems. Guest lecturers will be invited from time to time to speak on various issues from their areas of expertise and experience. Study tours (e.g. to the environmental sites) will also be organized to provide students with eye-opening experiences of practical reality.

The programme of study for the BBIT degree consists of coursework and examinations. Eclectic teaching methodologies will be used. These include; role play, simulation, brainstorming sessions, class discussions, case teaching, using resource persons, demonstration and interactive lectures among others.

Admission Requirements

Candidates for the BBIT programme must satisfy the minimum admission requirements for a bachelor's degree. In addition to the general university admission requirements, the candidate will be required to have one of the following qualifications to be admitted to the BBIT:

- A mean grade of C+ in Kenya Certificate of Secondary Education (KCSE) and a minimum of grade C in both Mathematics and Physics or Physical Sciences or
- At least two principal passes at A-Level and a minimum of a credit pass in both Mathematics and Physics or
- A diploma or professional certificate in a computing discipline from an institution recognized by the University Senate or
- A degree in a science-based discipline from a recognized university

Regulations for Credit Transfer

Students from other institutions of higher learning may, on admission, apply to join RU programmes as transfer students. Those with relevant and appropriate credits may transfer some of the credits to join a degree programme at an appropriate level. Transfer students may apply to transfer some credits from their former institutions. Such credit transfer should fulfill the following conditions:

- a. A student must have official academic transcripts and documents to support the application for transfer.
- b. The student must be a bona fide student of the University from which he/she is transferring.
- c. To qualify for transfer credit from another university, a student must have attained at least a cumulative grade C or a GPA of 2.00 on a GPA scale of 1-4.
- d. A student should not transfer more than 49% of the courses required for graduation;
- e. The student must undertake all third year and fourth year courses in the university.
- f. Credits are transferable within 5 years of obtaining the results.
- g. Where a student is to transfer a course with a pre-requisite, such pre-requisite courses must have been covered in the university where the student is transferring from.

- h. Courses meant for an ordinary certificate requirement are not transferable to satisfy degree credit requirements.
- i. Credit transfer is not allowed in the Industrial Attachment and Business Information Technology Research Project.

Course Requirements

In this programme, the student is required to:

1. Attend a minimum of 80% of total lecture hours in each course.
2. Be punctual in class attendance.
3. Participate in course activities including assignments and projects, participation in group and class/group discussions and attending tests, quizzes and final examinations as announced.
4. Hand in assignments observing deadlines given.
5. Participate in Community Service at the end of second year of study. vi. Undertake an Industrial Attachment at the end of third year of study.
6. Do a research project in Business Information Technology during the fourth year of study.

Student Assessment Policy

1. Continuous Assessment - continuous assessments will carry 30% of the total score for every course offered in the respective semester. Practical work, seminar reports and presentations will be included as part of continuous assessment.
2. End of Semester Examination - the End of Semester examinations for course units offered will be scored out of 70%.
3. All practical attachments shall be assessed out of 100%.
4. The Computer Science research project shall be assessed out of 100%.

Grading System

1. Riara University applies the Grade Point Average (GPA) system which uses a four point scale (1-4). Each course is assessed and given a letter grade. The letter grade E denotes a failure grade and has a numerical value of zero. The letter grades with their corresponding numerical values (including pluses), form an eight-step grade-point scale as shown in Table

Letter Grade	Range	CGPA	Degree Award
A	80-100	4.00	1 st Class
A-	76-79	3.70-3.99	
B+	70-75	3.33-3.69	2 nd Class Upper
B	66-69	3.00-3.32	
B-	60-65	2.70-2.99	
C+	56-59	2.33-2.69	2nd Class Lower
C	50-55	2.00-2.32	
C-	46-49	1.70-1.99	Pass
D	40-45	1.33-1.69	
E	0-39	0.00-1.32	Fail

The letter grades having no corresponding numerical values are the following:

W = Withdrawn course = No value

T = Audited course = No value

P = Passed course on Pass/Fail no credit basis = No value

Q = Failed course on Pass/Fail no credit basis = No value

2. A course withdrawn after the third week of a trimester is recorded as W and has no credit points.
3. A student who has not taken the course work assessments or attended classes for at least 80% of contact hours of teaching time shall not be eligible to take final examinations.
4. The trimester GPA is computed as follow: First, multiply the credit hours of each course taken during the trimester by the corresponding number value of the letter grade of the course.
5. Second, sum up all these products. This sum is called trimester points. Third, sum up the credit hours of all the courses taken during the trimester. This sum is called trimester credit hours. Finally, divide trimester points by trimester credit hours. The resulting number is trimester GPA of the student for that particular trimester.
6. Cumulative GPA of a student for a certain a number of trimesters is computed in the same way as for the trimester GPA, except that in the case of cumulative GPA, all the courses taken during all trimesters in consideration are used in the computations.
7. The trimester and Cumulative GPA's are rounded to the nearest second decimal place. Both are numbers between 0 and 4 inclusive.
8. Grades that have number values attained in all courses (including failure grade E) are used in the computation of the GPA. All grades are entered in the official records: the instructor's grade sheets presented to the Department by each instructor; the class schedules presented to the School Board by each Department; and the transcripts presented to the students by the Academic Registrar.

Duration and Structure of the Programme

The mode of study is full-time and part-time. The programme duration is 8 Trimesters for both full-time and part time students, each Trimester consisting of 15 weeks, over a four academic year period, made up of 56 course units (see Table 9). The minimum full-time load is 3 course units per Trimester and the normal load is 6 while the maximum load is 7 courses.

The minimum courses for part-time students per Trimester should not be less than 2 and the normal load is 6 while the maximum load is 7 courses. The maximum number of years allowed for students to graduate from this programme is 8 continuous calendar years from the first date of registration. A student, who for various reasons may not be able to take his or her studies continuously, may take an academic leave. Such a student will be required to start his/her studies at the beginning of the relevant Trimester and they will only graduate after they have met the university requirements as long as their stay at the university does not exceed eight (8) calendar years.

Table 9: Course Distribution Table

BBIT Programme	Foundation Courses	Business Courses	IT Courses	Total
First Year	4	6	4	14
Second Year	4	5	5	14
Third Year	-	4	10	14
Fourth Year	-	4	10	14
Total = 56 Units	8	19	29	56

Career Opportunities

Graduates of the program will have a variety of career opportunities available to them. Among other potential roles, they may pursue positions such as:

- Business Analyst
- IT Project Manager
- Systems Analyst
- Database Administrator
- Software Developer
- IT Consultant
- Network Administrator
- Digital Marketing Specialist
- Cybersecurity Analyst
- Entrepreneur/Startup Founder
- Data Analyst
- ERP (Enterprise Resource Planning) Specialist

These roles are in high demand across industries like finance, healthcare, government, and startups, giving BBIT graduates numerous opportunities to work in diverse settings.

Fees

The cost of this course is Kshs. 102,550 per semester, with a total of eight semesters required to complete the program. This amount covers tuition fees only and does not include statutory charges, which are additional and must be accounted for separately.

DISCLAIMER: Every effort has been made to ensure that information contained in this prospectus is accurate at the time of publication. However, Riara University reserves the right to make changes to the matters covered from time to time, both before and after a candidate's admission.

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