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| **Kingdom of Saudi Arabia**  **Ministry of Education**  **Saudi Electronic University** | A picture containing text, outdoor, sign  Description automatically generated | **المملكة العربية السعودية**  **وزارة التعليم**  **الجامعة السعودية الإلكترونية** |

**College of Administrative and Financial Sciences**

**Assignment 1**

**Knowledge Management (MGT 403)**

**Due Date: 05/10/2024 @ 23:59**

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| Course Name: **Knowledge Management** | Student’s Name: |
| Course Code: **MGT403** | Student’s ID Number: |
| Semester: First | CRN: |
| Academic Year:**2024-25-1st** | |
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**For Instructor’s Use only**

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| --- | --- |
| Instructor’s Name: | |
| Students’ Grade:  Marks Obtained/**Out of 10** | Level of Marks: High/Middle/Low |

**General Instructions – PLEASE READ THEM CAREFULLY**

* The Assignment must be submitted on Blackboard (**WORD format only**) via allocated folder.
* Assignments submitted through email will not be accepted.
* Students are advised to make their work clear and well presented, marks may be reduced for poor presentation. This includes filling your information on the cover page.
* Students must mention question number clearly in their answer.
* Late submission will NOT be accepted.
* Avoid plagiarism, the work should be in your own words, copying from students or other resources without proper referencing will result in ZERO marks. No exceptions.
* All answered must be typed using **Times New Roman (size 12, double-spaced)** font. No pictures containing text will be accepted and will be considered plagiarism).
* Submissions without this cover page will NOT be accepted.

**Learning Outcomes:**

***Assignment Purposes/Learning Outcomes:***

After completion of **Assignment-1** students will be able to understand the

LO 1.1: Recognize the overall knowledge management processes, concepts, goals and strategies within the context of organization.

LO 1.2: Describe how valuable individual, group and organizational knowledge is managed throughout the knowledge management cycle.

L.O 1.3: Define the different Knowledge types and explain how they are addressed by knowledge management in different business environments.

***Assignment Questions:***  (**10 Marks)**

***This Assignment is a report-based assignment.***

***Imagine that you are appointed as a team member of knowledge management team in your organisation. Your immediate boss asks you to prepare a detailed report that will be used for training purposes to clarify the need to implement knowledge management in your organisation. Your report must contain the answers for following questions.***

**Part A: Introduction (5 Marks)**

**Q.1:** How would you define the concept of Data, Information and Knowledge. Provide one example to differentiate these concepts. (**1.5 Marks**)

**Q.2:** Briefly describe the concept of Knowledge management. What points you would like to add to highlight the importance of knowledge management. (**1.5 Marks**)

**Q.3:** “Knowledge management is not anything new.” Would you argue that this statement is largely true? Why or why not? Use suitable examples to justify your answer. (**2 Marks**)

**Part B: (5 Marks)**

**Types of knowledge, Knowledge management cycle and Models:**

**Q.1:** Discuss the concept of “Tacit Knowledge” and “Explicit Knowledge”. Is it important to capture both types of knowledge? Justify your argument with suitable example. (**1.5 Marks**)

**Q.2:** There are several different approaches to the knowledge management cycle such as those by McElroy, Wiig, Bukowitz and Willams, and Meyer and Zack.

*Discuss any one of the above knowledge management cycles highlighting its steps or stages and its usefulness for the organizations.* (**1.5 Marks**)

**Q.3:** Describe how the major types of knowledge (i.e., tacit and explicit) are transformed in the Nonaka and Takeuchi knowledge spiral model of KM. Use a concrete example to make your point*.* (**2 Marks**)

(Support each part and each question of the assignment with Proper references)

**Answers**

1. **Answer-**
2. **Answer-**
3. **Answer-**