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Bachelor of Business (Honours) in Marketing

School of Information Systems
Bachelor of Business in Information Systems
Bachelor of Business in Computer Systems Support
Bachelor of Laws/Bachelor of Business in Electronic Commerce
Bachelor of Business Transport and Logistics/ Electronic Commerce
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Bachelor of Business Electronic Commerce/ Bachelor of Arts Multimedia
Bachelor of Business Electronic Commerce/ Music Industry
Bachelor of Business Electronic Commerce/ International Trade
Bachelor of Business Electronic Commerce/ Retail Management
Bachelor of Business Accounting/ Electronic Commerce
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Bachelor of Business Accounting/ Commercial Law
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School of Management
Bachelor of Business in Management
Bachelor of Business in Human Resource Management
Bachelor of Business in Service and Operations Management
Bachelor of Business Strategic and Financial Management
Bachelor of Laws/ Bachelor of Business in Management
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Master of Business by Research
Doctor of Philosophy
School of Applied Economics
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Master of Business in International Trade
Master of Business in International Music and Entertainment Business
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How to use this book
Welcome to the Faculty of Business and Law Handbook 2002. The Handbook is designed to provide students with detailed information on course structure, subject content, on-campus facilities and University regulations and procedures required for the successful completion of study.

The introduction to this Handbook lists all undergraduate and postgraduate courses offered by the Faculty of Business and Law. The undergraduate section outlines the structure and requirements of all undergraduate courses offered by individual Schools within the Faculty of Business and Law. This is followed by a detailed description of all undergraduate subjects, which are listed in alphabetical order according to their subject code. The credit point value for each subject is included with the subject details. The postgraduate section follows the same format, outlining each course offered followed by a description of all postgraduate subjects.

The back sections of the Handbook include useful information about articulation and credit transfer, recognition of prior learning, admission and enrolment procedures and services available to students.

Handbook on the web
A database containing all course information in this Handbook is on the University’s website at: www.vu.edu.au.

Credit points
Victoria University of Technology has a credit points system in which each subject is given a value according to its academic weighting. To complete each year of a course, students must complete subjects to the value of 120 points. For more information on credit points, see the ‘Admission, Enrolment and Academic Procedures and Regulations’ section in the back of this Handbook.

Please note
The attention of all students and prospective students is drawn to the possibility that due to circumstances that presently cannot be foreseen, the details of the programs, courses and subjects set out in this Handbook might change after the date of publication. Accordingly, before final decisions are made or enrolment occurs based on information contained in the Handbook, each student or prospective student should contact the Faculty Executive Officer on (03) 9688 4471 to ensure that the pertinent information is still accurate.
The Faculty of Business and Law at Victoria University is one of the largest business schools in Australia and covers the entire range of business education, research and consultancies. It has a commitment to excellence in teaching, research and professional development.

The Faculty of Business and Law includes the following teaching Schools:
- The Victoria Graduate School of Business
- Accounting and Finance
- Applied Economics
- Hospitality, Tourism and Marketing
- Information Systems
- Law
- Management

The Faculty offers undergraduate and graduate degrees in Business and in Law, as well as a number of combined degrees. Normally undergraduate Business degree programs are uniform in their design and consist of:
- eight compulsory core subjects, common across all Business programs;
- six specialist subjects particular to a discipline (e.g. Accounting);
- two support subjects designed to complement the specialist area of study;
- eight elective subjects.

The inclusion of elective areas of study enables Business degree students to have a degree of flexibility within their studies and master an additional study theme if they so choose. This flexibility ensures that our students are conversant with many areas of business and thus extremely attractive to potential employers.

Another distinguishing feature of the undergraduate Business degree program is the incorporation of a Co-operative Education year. Co-operative Education is the application of theory to practice through work placements in industry for a period of 40 weeks. This year is important in helping students incorporate classroom learning into the workplace as an employee in a particular industry and is the key to students acquiring the skills and understanding for success in a business environment. Students who complete the Co-operative year have significantly enhanced prospects of employment.

The Faculty’s innovative Bachelor of Laws program aims to provide the academic basis for admission to legal practice in Victoria. The LLB degree has a strong commercial law orientation with a commitment to skills training within the degree course.

The Faculty of Business and Law offers a range of postgraduate programs – from graduate to doctoral, including the Doctor of Business Administration (DBA) and the Doctor of Judicial Science (SJD).

Students are generally admitted into a masters program of study at the post graduate level. Students who choose to exit a program before completion may be eligible for the award of a Graduate Certificate in Business (on completion of four subjects) or a Graduate Diploma (on completion of eight prescribed subjects).

The Master of Business Administration offers students exposure to business theory and establishes networking relationships capable of lasting throughout a graduate's career.

The Doctor of Business Administration enables Master of Business Administration graduates and selected others with appropriate qualifications to develop investigatory and analytical expertise.

The Law School also offers various graduate degrees in Law, such as the Master of Laws, and the SJD degree.

The Faculty of Business and Law endeavours to provide a positive learning experience for its students.
Staff

University Officers

V ice-Chancellor
Mr John Landy, MBE
Governor of Victoria

Chancellor
The Hon Justice Frank Vincent, QC

D  eputy Chancellor
Ms Barbara Champion

D istinguished V isiting Professor and Chair of  the University Foundation
The Rt Hon Sir Zelman Cowen, AK, GCMG, GCVO, DCL

Principal Officers of  the University

V ice-Chancellor and President
Professor Jarlath Romayne

D  eputy V ice-Chancellor
Professor Jim Falk

D  eputy V ice-Chancellor
Professor Michael Hamerston

D  eputy V ice-Chancellor and D irector of  TA FE
Vacant

Pro V ice-Chancellor (Research and D  evelopment)
Professor Vaughan Beck

Pro V ice-Chancellor (International)
Professor David Lawson

Pro V ice-Chancellor (Staffing and Students)
Vacant

Staff of  the Faculty of  Business and Law

V ice-Chancellor
Professor Roman Tomasic

D  eputy V ice-Chancellor
Professor Colin Clark

S ecretaries to D  eputy V ice-Chancellor
Brinal Nigli, Judy Matthews

S ecretaries to D  eputy Chancellor
Claudette Butler

Footscray Park Campus
Ex ecut  ive Officer
Helen Milovanovic

Res  earch Officer
Peter Sheen

Publications Officer
Paul Pasztaleniec

Computing Services Manager
Vacant

Computing Service A dvisor
Timothy Costy

Web A dvisor
Con  Shun

 Werribee Campus
Con  Nikakis

S unbury Campus
Jan Soutar

S ollicitors
S ollicitors N sw South Wales
FACULTY OF BUSINESS AND LAW

Co-operative Education Unit

Manager
Barry Brooks BS@brickyCalf

Co-operative Education Co-ordinators
Janet Albury BSc(Hons)/Policy Studies/UK,
Kym Bakaric GradDipBus/1st.dip.
Jane Black BEd/M.
Rose Calandra BA(Hons)/Youronah,
David Elliott BAT in GradDipIP/Bus/1st.dip.
Terry Miller DiplBus/2nd.Uni.
BAM/M.
DiplEd/Melb
GradDip/EdTraining
Tanja Pincetle BBus/Catering/Hotel/Mng/1st.dip.

A administratrive officer
Sherril Collins CertOfAdmin/1st.dip.
CertAppChemV/1st.dip.

School of Accounting and Finance

Head of School
Dr. Gary O’Donovan BBus/FIT, DipEdWAIT.,
GradDip/CDFP/FIT, PhDV/1st.dip., CPA

Professor
Professor Ray Anderson BCom/mash, DipEd, MComM4h, FCFA,
CMA, MTP, FCA

Visting Fellow
Professor Bob Clift BEd/Sydney, BSc/Edol.unis, BComM4h,
PhD M4h, FCA

A associate Professors
Ian Roberts BComUL NS W., MBA/Sydney, FCFA, FCIS

Senior Lecturers
John Brown BCom, BEd, MEdM4h, CPA
Albie Brooks BCom, DipEdM4h, MBus, FCFA
Peter Demeulmui BComM4h, DipEd SCV M., MEdC/E, CPA
Jeffrey Faux DiplBusEd/CIT, MAccU/E, PhD/RMIT, FCFA
Judy Oliver BBusAcct, MBA/FIT, ACA
Nick Sculli BEdC7, MEdC/E, PhD/RMIT, CPA
Robert Sims BCom, DipEdM4h, MBusV/1st.dip., CPA, FTIA
Yew-Lee Tan BBA, MBA/Stan, CPA
Trevor Wilkhusmnst BCom, DipEdM4h, BEEd/manh,
GradDip/CW/1st.dip., MEdC/E
Victoria Wise BCom/1st.unis, MEd/Mquarre, CPA

Lecturers
Cheryl Caherte BBusAcctV/1st.dip., MBusV/1st.dip., AAIBF (Stk)

Kerwyn Chalmers BComM4h, GradDip/SIA, CPA, FASW
Michael De Martelini BEEd/Hons/1st., MBAM/mash, CPA
Wendy Fleet BComM4h, DipBusShd/(1st.dip.,
GradDip/Ed/other, CPA
Marie Grabar BMgmt(U), GradDip/Ed(1HIE), CPA
Barry Harrison DipBus/shd, BBus/Accng/FIT,
GradDip/Ed/CV, GradDip/Ed/Accng/RMIT, MBusV/1st.dip., CPA
Maria Itali BCom, BEd, DipCrimM4h, MBusV/1st.dip.
Michael Nalatinnis BBus, MBusV/1st.dip., GradDip
App/EdInvestments (1SA)
Stella Sofoclescu BBusAdmin/1st., DipEd/Edhl,
MBusAcc/Ed(Fst.dip., CPA/Detail), PTMA, FITA, MACE,
FETAA, Registered Company Auditor
Despina Whitefield BEdM/dStn/Cdrp, GradDip/AccngV/1st.dip.,
MBusV/1st.dip.
Stephen Yorstonon BBus/Gippland IA/E, DipEd/Monash,
BCom/Hons/1st.dip.
Libby Young BBusFIT, MBus
Maxwan Wright Dip/Accng/E EduStud, BEEdC7, MAcC/1st., CPA

A administrative officer
Rekha Vas

School of Applied Economics

Head of School
Professor Ken Wilson BEd(Hons), MEdC7, PhDW is

Visting Professor
Stephen Witt MAW/Mdish., MSc/Ed., PhD/Bradford

A associate Professors
Shashi Sharma BSc(Hons), MSc/Past, MAgrDevEco/A U
Lindsay Turner BA(Hons), PhD/UNSW

Senior Lecturers
Steven Bakalis BEd(Hons), PhD/1st.
Graham Dunkley B(Hons), PhD M4h
Donald Feaver BAA (hons), LLB/1st.dip., LLMD uk/PhDV/1st.dip.
Pemasari Gunawanmanda BAHons/C, MAgrDevEco/A, PhD/1st.
Mohammad Othaid Haque BSc(Hons), MSc dijahali,
Adv/Post/Masters/DiplSc/alpha, PhD/Sydney
Robert Howard BCom/Hons, DipEd, LLB, MMB4h
Jordan Shani, BCom&Stats, MEd/Bjuing, MEdCrv/A, MAgrDevA, MAgrDev
Nadarajamathai Kulendran MSc/Sill, ana., PhD/1st.
Muhammad Mahmoud BAHons, MEd/1st., MEd/1st.
Alan Morris BA, DipEd/1st.dip., MEdC7, PhDV/1st.dip.

Two Papadopoulos BEdC7, MEd/1st.
John Pettitt BAHons/1st.dip, MEd/1st.
Jadunath Pradhan BSc/Edol/ana., MSc/Ed/Fst.dip., PhD/1st.
Lindsey Smitzy BEd/1st.dip., MBA/1st.dip., PhDV/1st.dip.
John Tippett BCom/Hons, MComM4h, DipEdAcctg

ASA, PhDV/1st.dip

Lecturers
Jim Bates BSc, DipEdM4h, BEEd/shd/1st.
Roberta Bergami BEd/1st.dip.
Michael Fordon BCom/Hons, MComM4h
Trevor Combes BA/Edol, MCom/Hons/1st.dip.,
DipEd/1st.
Sarah van der Hout BEd/Hons/1st., MSc/Edol/1st.
Hubert Fernando BSc/Edol, ana., MSc/Edol
FACULTY OF BUSINESS AND LAW

Associate Director
Margaret Deery  BA(Hons), DipEd, LaTrobe, MA(Hons), PhD, LaTrobe
Research Co-ordinator
Anne-Marie Hede  DipAppSci, MIT, MBus, idM db

Business Ethics Research Unit
Director
Anona Armstrong  BA(Hons), PhD, Grad Dip in Public Policy, MBus, Vic
Research Co-ordinator
Anne-Marie Hede  DipAppSci, MIT, MBus, idM db

Public Sector Research Unit
Head
Professor Colin Clark  BBusAcct, DipEd, MBus, Monash, PhD, Monash
Research Assistant
Sue Bergin  BEd, MBA, MBus, idM db

Small Business Research Unit
Director
John Breen  BCom, BE, MBA, CPA
Research Assistant
Sue Bergin  BEd, MBA, MBus, idM db

Electronic Commerce Unit
Director
Arthur Tatnall  BSc, PhD, DipEd, BEd, MBA, Grad DIP in Comp Sc, LA, PhD, Monash, MACS, PCP

Workplace Studies Centre
Executive Director
Santina Bertone  BA(Hons), Grad Dip in Ergonomics, LA, MAH, idM db
Administrative Officer
Usha Sukamaran  Adv Cert in Office Admin, LA, Intermediate Examinations Institute
Senior Researcher
Dr James Doughney  BBus(Econ), GIAE, PhD, idM db
Researchers
Mary Leahy  BA(Hons), Grad Dip Arts, Monash
Joseph Palermo  BA, Grad Dip in Psych, Swinburne
Research Assistants
Dr Stuart Svensen  BA(Hons), MA, PhD, Wollongong
Merrin Canning  BA, BSc, MIMCC, PCP
Genevieve Sinclair  BA(Hons), MBA, BA, V, idM db

Events and Publicity Officer
Cheryl Wragg  BEd, MBus, idM db
Undergraduate Studies

Articulation

The Faculty of Business and Law provides special opportunities for holders of relevant TAFE qualifications to enter its programs. Articulation is the term used to facilitate and maximise opportunities for credit transfer between TAFE and Higher Education programs. Articulation does not automatically mean selection.

It should be noted, however, that entry to courses is not automatic; it is dependent on selection and is highly competitive. Because of the scarcity of available higher education places, eligibility for entry does not automatically mean selection.

Programs offered by the Faculty of Business and Law offer many opportunities to put articulation processes into practice. See the section on 'Recognition of Learning - Pathways, Credit Transfer and RPC' for more information.

Co-operative Education

Requirements

Rules for Co-operative Education (BBBB3333)

SECTION 1

The following undergraduate degrees of the Faculty of Business and Law have a Co-operative Education year as the compulsory third and penultimate year of the course Bachelor of Business in Hospitality Management; Hospitality Management; Marketing/Hospitality Management; Marketing/Tourism Management; and Tourism Management.

1. Co-operative Education is a minimum of 40 weeks in duration.
2. Eligibility to graduate is contingent on completion of Co-operative Education to the required standard of the Faculty.
3. All second year Business students must actively participate in the Co-operative Education training and orientation program which includes the requirement to submit a Co-operative Education Registration Form by the due date each year and the submission of a resume at the standard required by the Faculty.
4. It is the function of the Co-operative Education Unit to assist students to gain a suitable Co-operative Education position.
5. Students wishing to independently seek Co-operative Education positions are required to liaise with and gain permission and approval of the relevant Co-operative Education staff member prior to approaching any employer.
6. Full exemption from Co-operative Education will be given for appropriate documented work experience of two years duration or more within the 5 years prior to seeking an exemption. Partial exemption from Co-operative Education may be given to students for appropriate experience either of less than two years or of a narrower breadth of experience than that which would permit a full exemption.
7. Students who would be eligible to undertake Co-operative Education, yet have not confirmed a Co-operative Education position by the commencement of the first academic semester in the third year of their course should re-enrol and attend normal fourth year classes from the beginning of the teaching year. Students subsequently confirming a Co-operative Education position prior to the HECS cut-off date must withdraw from their enrolment in these subjects and enrol in the subject Co-operative Education. The staff of the Co-operative Unit will continue to seek appropriate positions for those students without confirmed positions prior to the HECS cut-off date in each subsequent semester.
8. All students must demonstrate that they have actively participated in the process of gaining a Co-operative Education position. Those students who do not attain a Co-operative Education position prior to the end of the academic program, through no fault of their own, must complete an approved supervised position equivalent to a standard Co-operative Education year, prior to becoming eligible to graduate.
9. Students may undertake classroom coursework subjects whilst enrolled in the Co-operative Education subject only with the approval of the Co-operative employer and the respective Co-operative Education staff representative.
10. Once a Co-operative Education position has been accepted by a student, he or she is required to enrol in Co-operative Education under the relevant subject code and to remain enrolled in that code for the duration of the position.
11. International students (those without Australian permanent resident status) will liaise with the Melbourne based Co-operative Education Unit staff members responsible for assisting International Students, as well as with any overseas-based representatives of the Co-operative Education Unit responsible for organizing overseas positions. Co-operative Education positions may either be in Australia, the home country of the International Student, or any other overseas country (depending on local visa regulations). International students who elect to undertake a Co-operative Education position in their home country may complete this requirement at the conclusion of their classroom coursework studies.
12. Students must abide by the detailed rules and conditions that are available with respect to the course requirements relating to their specific program.

Failure to meet these regulations, rules and conditions shall lead to the student’s exclusion from the course.

SECTION 2

The Co-operative Education year is an optional third and penultimate year of the course Bachelor of Business degrees, other than those listed in Section 1, and excluding degree courses in combination with other Faculties.

1. Co-operative Education is a minimum of 40 weeks in duration.
2. To participate in the Co-operative Education Program second year students enrolled in these courses are required to submit a Co-operative Education Registration Form indicating their
intention to undertake Co-operative Education by the due date each year. Following the due date, students may need to demonstrate exceptional circumstances to gain admission to the Program. Registered students may only withdraw from the program prior to accepting a Co-operative Education position.

3. All second year Business students who have registered for the Co-operative Education Program must actively participate in the Co-operative Education training and orientation program which includes the requirement to submit a resume at the standard required by the Faculty.

4. It is the function of the Co-operative Education Unit to assist students to gain a suitable Co-operative Education position.

5. Students wishing to independently seek Co-operative Education positions are required to liaise with and gain permission and approval of the relevant Co-operative Education staff member prior to approaching any employer.

6. All students proceeding with Co-operative Education must demonstrate that they have actively participated in the process of gaining a Co-operative Education position.

7. Students may undertake classroom coursework subjects whilst enrolled in the Co-operative Education subject only with the approval of the Co-operative employer and the respective Co-operative Education staff representative.

8. Once a Co-operative Education position has been accepted by a student, he or she is required to enrol in Co-operative Education under the relevant subject code and to remain enrolled under that code for the duration of the position.

9. International Students (those without Australian permanent resident status) will liaise with the Melbourne based Co-operative Education Unit staff members responsible for assisting International Students, as well as with any overseas-based representatives of the Co-operative Education Unit responsible for organizing overseas positions. Co-operative Education positions must be in the home country of the International Student or any other overseas country (depending on local visa regulations). International students who elect to undertake a Co-operative Education position in their home country may complete this requirement at the conclusion of their classroom coursework studies.

10. Students must abide by the detailed rules and conditions that are available with respect to the course requirements relating to their specific program. Failure to meet these regulations, rules and conditions shall lead to the student's exclusion from the course.

Co-operative Education Prizes

CO-OPERATIVE EDUCATION UNIT PRIZE
Best overall Co-operative Education student
BARBARA KAYE PRIZE
Best Co-operative Education student in Human Resource Management
BILLY CAN TOURS PRIZE
Best Tourism student being placed interstate/overseas for co-operative education.

THE SCHOOL OF ACCOUNTING AND FINANCE PRIZES
Best Accounting Co-operative Education student
Best Banking and Finance Co-operative Education student

THE SCHOOL OF APPLIED ECONOMICS PRIZES
Best Applied Economics Co-operative Education student
Best International Trade Co-operative Education student

THE SCHOOL OF HOSPITALITY, TOURISM & MARKETING PRIZES
Best Tourism Management Co-operative Education student
Best Marketing Co-operative Education student

HOTEL SOFITEL PRIZE
Best Hospitality Management Co-operative Education student
THE SCHOOL OF INFORMATION SYSTEMS PRIZES
Best Information Systems Co-operative Education student

THE SCHOOL OF LAW PRIZE
Best Commercial Law Co-operative Education student
THE SCHOOL OF MANAGEMENT PRIZE
Best Management Co-operative Education student

Exclusion and Progression Regulations

Satisfactory progress is defined as the successful completion of a minimum of half the normal course load in any calendar year and semester of enrolment. In determining course progress, a student's course load as at 31 March for semester one or 31 August for semester two will be considered.

Unsatisfactory progress is defined as:

a) failure to comply with the minimum rate of progress; and/or
b) failure to comply with a conditional enrolment.

Within the context of the above paragraph a student cannot, without the express approval of the head of the course assuring School (or nominee):

a) enrol in any sequential unit without having passed all prerequisite units;

b) enrol in any unit with a co-requisite without having either previously passed the co-requisite unit or enrolling simultaneously in the co-requisite unit;

c) enrol in any subsequent year unit without having passed at least three-fourths of the preceding year's units;

d) undertake an industrial training program without having reached an appropriate academic standing;

e) enrol in the final year of a course containing an industrial training program without having completed the industrial training program to the satisfaction of the course assuring School; or

f) enrol in more than one final year option unit without having passed all the core units in the preceding years of the course.

General Information

Assessment

Assessment in the Undergraduate courses is designed to monitor students' progress and achievement as well as to contribute to and enhance their learning. Thus, a range of assessment methods is employed. These include examinations, essay/assignments, seminar presentations/papers, practical reports, individual and group projects, case studies and debriefing reports. Supplementary assessment will not normally be granted, except at the discretion of the Dean if there are exceptional circumstances.

Exemptions

Claims by students for exemptions from subjects of any course on the grounds of special experience or having passed equivalent subjects at other colleges or universities in Australia or overseas, should be submitted on the proper form to the Faculty of Business and Law Office accompanied by proof of the relevant qualifications or experience. Forms are available from the Faculty of Business and Law Office. Exemption approval is given by notification in writing.
Leave of Absence

Leave of absence is granted at the discretion of the Faculty. Students must apply on a Leave of Absence application form available from the Faculty of Business and Law Office.

Leave of Absence applications are decided having regard for: the reason for the leave; whether a student has been granted previous leave and the academic record of the student. Leave of Absence is normally granted for one or two semesters. In very special circumstances, however, longer periods may be approved by the relevant Head of School. Leave of Absence is not granted to students who have completed less than one semester of study within the Faculty of Business and Law.

Stage Completion

Students who commenced Faculty of Business and Law courses in 1993 or later are not eligible to apply for stage completions.
## Bachelor of Business in Accounting

**Course Objectives**
The course aims to teach students the necessary skills to perform a wide range of accounting activities in addition to developing a sound business education.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

**Course Structure**
The structure of the course is as follows:

<table>
<thead>
<tr>
<th>Core Subjects</th>
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<tbody>
<tr>
<td>BCO1101 Computer Applications</td>
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<tr>
<td>BEO1106 Business Statistics</td>
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<tr>
<td>BEO1103 Microeconomic Principles</td>
</tr>
<tr>
<td>BEO1104 Macroeconomic Principles</td>
</tr>
<tr>
<td>BHO1171 Introduction to Marketing</td>
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</tr>
<tr>
<td>BAO3307 Corporate Finance</td>
</tr>
<tr>
<td>Electives</td>
</tr>
</tbody>
</table>

Eight subjects approved by the School of Accounting and Finance.

## Professional Recognition
By choosing appropriate elective subjects, students can meet the educational requirements of the CPA Australia, The Institute of Chartered Accountants in Australia, The Institute of Corporate Managers and Administration, and the Australian Institute of Banking and Finance. For further information contact the School of Accounting and Finance.

## Chartered Accountants Students’ Society
All accounting students can be associated with The Institute of Chartered Accountants in Australia (ICAA) by becoming members of the Chartered Accountants Students’ Society (CASS). Members of CASS receive a number of services including the latest edition of the Institute’s publication Accounting/Auditing Statements, subscription to the Institute’s journal CHARTER, access to the Institute’s libraries, discounts on bookshop purchases, invitations to attend professional development courses and young member social and sporting functions, and a regular CASS newsletter. For further information and an application form for CASS membership, please contact The Institute of Chartered Accountants in Australia in your state.

## CPA Australia
All accounting students can be associated with the CPA Australia by becoming members of the CPA Passport Program. Members of the program receive a number of services including a copy of the Accounting/Auditing Handbook, subscriptions to Australian Accountant and Accounting Communiqué, access to Society libraries, invitations to attend career planning seminars and an opportunity to participate in the CPA Passport Work Experience Program.

## Bachelor of Business in Banking and Finance

**Course Objectives**
The course aims to provide graduates with the necessary skills to manage a wide range of banking and finance activities in addition to developing a sound business education.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at Year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

**Course Structure**
The structure of the course is as follows:

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</tr>
<tr>
<td>Electives</td>
</tr>
</tbody>
</table>

Eight subjects approved by the School of Accounting and Finance.
**Course Structure**

The structure of the course is as follows:

**Core Subjects**
- BAO1101  Accounting for Decision Making
- BCO1101  Computer Applications
- BMO1102  Management and Organisation Behaviour
- BEO1103  Macroeconomic Principles
- BEO1104  Macroeconomic Principles
- BHO1171  Introduction to Marketing
- BLO1105  Business Law
- BEO1106  Business Statistics

**Specialisation Subjects - Banking and Finance**
- BAO3402  International Banking and Finance
- BAO3403  Investment and Portfolio Management
- BAO3404  Credit and Lending Decisions
- BLO3405  Law of Financial Institutions and Securities
- BEO3446  Financial Institutions and Monetary Theory
- BEO3447  Commercial Banking and Finance

**Support Subjects**
- BAO1107 Accounting Information Systems
- BAO3307 Corporate Finance

**Electives**
- Eight subjects approved by the School of Accounting and Finance

**Recognition by Professional Societies**

Successful completion of the course (refer to Electives above) will satisfy the educational requirements for Senior Associate membership of the Australian Institute of Banking and Finance (AIBF). If a student undertakes specific accounting subjects within their elective units, the student can also meet the educational requirements of the CPA Australia and the Institute of Chartered Accountants in Australia.

**Bachelor of Business in Strategic and Financial Management**

**Course Objectives**

The course aims to provide students with a focused program of study and learning designed to develop strong knowledge, skills and competencies in strategic management and financial management.

**Admission Requirements**

To qualify for admission to the course an applicant must have successfully completed a course of study at Year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalency, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

**Course Duration**

The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

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All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**
- BAO1101  Accounting for Decision Making
- BCO1101  Computer Applications
- BMO1102  Management and Organisation Behaviour
- BEO1103  Macroeconomic Principles
- BEO1104  Macroeconomic Principles
- BHO1171  Introduction to Marketing
- BLO1105  Business Law
- BEO1106  Business Statistics

**Specialisation Subjects - Financial Management**
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO2440 Personal Investment and Superannuation
- BAO3307 Corporate Finance
- BAO3312 Advanced Management Accounting
- BAO3403 Investment and Portfolio Management
- BMO1192 Business Communications
- BMO2181 Operations Management
- BMO2252 Business Ethics
- BMO3220 Interpersonal and Organisation Negotiation
- BMO3422 Strategic Management
- BMO4422 Innovation and Entrepreneurship

**Support Subjects**
- BMO3220 Human Resource Management
- BMO3327 Organisation Change and Development

**Electives**
- Two approved subjects

**Bachelor of Business Accounting/Financial Management (Joint Degree)**

**Course Objectives**

The course aims to provide students with a focused program of study and learning designed to develop strong knowledge, skills and competencies in accounting and financial management.

**Admission Requirements**

To qualify for admission to the course an applicant must have successfully completed a course of study at Year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalency, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

**Course Duration**

The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is
optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

**Course Structure**
The structure of the course is as follows:

**Core Subjects**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BMO1102 Management and Organisation Behaviour
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BHO1171 Introduction to Marketing
- BLO1105 Business Law
- BLO1106 Business Statistics

**Specialisation Subjects - Financial Management**
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO2440 Personal Investment and Superannuation
- BAO3307 Corporate Finance
- BAO3312 Advanced Management Accounting
- BAO3403 Investment and Portfolio Management

**Specialisation Subjects - Accounting**
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO3312 Advanced Management Accounting
- BAO2202 Financial Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Financial Accounting

**Specialisation Subjects - Banking and Finance**
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance
- BLO3405 Law of Financial Institutions and Securities
- BAO3404 Credit and Lending Decisions
- BAO3402 International Banking and Finance
- BAO3403 Investment and Portfolio Management

**Support Subject**
- BLO2205 Corporate Law
- BLO2206 Taxation Law and Practice

**Electives**
Four approved subjects

**Bachelor of Business Accounting/ Banking and Finance** *(Joint Degree)*

**Course Objectives**
The course aims to provide students with the necessary skills to perform a broad range of accounting and finance activities in addition to developing a sound business education.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent. In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

**Course Structure**
The structure of the course is as follows:

**Core Subjects**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BLO1106 Business Statistics

**Specialisation Subjects - Accounting**
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO3309 Advanced Financial Accounting

**Specialisation Subjects - Banking and Finance**
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance
- BLO3405 Law of Financial Institutions and Securities
- BAO3404 Credit and Lending Decisions
- BAO3402 International Banking and Finance
- BAO3403 Investment and Portfolio Management

**Support Subject**
- BLO2205 Corporate Law
- BLO2206 Taxation Law and Practice

**Bachelor of Business Accounting/ Information Systems** *(Joint Degree)*

**Course Objectives**
The course aims to provide for students who specifically wish to obtain a professional qualification in managing the Accounting Information Systems.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent. In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.
Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Accounting
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO3312 Advanced Management Accounting
- BAO2202 Financial Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Financial Accounting

Specialisation Subjects - Information Systems
- BCO1141 Information Technology Management
- BCO2148 Systems Analysis
- BCO2149 Database Systems
- BCO3146 Networks and Data Communications
- BCO1147 Introduction to Programming Concepts
- BCO3144 Systems Design

Support Subjects - Information Systems
- BCO3150 Systems Implementation
- BCO3149 Computing Project

Support Subjects - Accounting
- BAO3307 Corporate Finance

Electives
- One approved subject

Recognition by Professional Societies
Graduates who have successfully completed the appropriate subjects will meet the academic requirements for admission to Associate membership of the CPA Australia and the Australian Computer Society.

Bachelor of Business Accounting/ Electronic Commerce
(Joint Degree)

Course Objectives
The course aims to develop a sound business education as well as provide the necessary skills to perform a wide range of accounting and electronic commerce activities.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language. International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BCO1101 Computer Applications
- BAO1101 Accounting for Decision Making
- BEO1103 Business Statistics
- BEO1104 Microeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BLO2205 Corporate Law

Specialisation Subjects - Accounting
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO3312 Advanced Management Accounting

Specialisation Subjects - Electronic Commerce
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BEO2404 Electronic Trading
- BHO2407 Marketing on the Internet
- BLO2406 Cyber Law
Bachelor of Business  
Accounting/ Small Enterprise Management  
(Joint Degree)  

Course Objectives  
The course aims to provide students with the necessary skills to perform a broad range of accounting activities in addition to developing a sound business education. The course will provide graduates with a strong understanding of the Small Enterprise Sector in which many accountants work.

Admission Requirements  
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration  
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure  
The structure of the course is as follows:

Core Subjects  
- BAO1101 Accounting for Decision Making  
- BCO1101 Computer Applications  
- BLO1105 Business Law  
- BEO1103 Microeconomic Principles  
- BEO1104 Macroeconomic Principles  
- BEO1106 Business Statistics  
- BHO1171 Introduction to Marketing  
- BMO1102 Management and Organisation Behaviour  

Specialisation Subjects - Accounting  
- BAO1107 Accounting Information Systems  
- BAO2204 Management Accounting  
- BAO3312 Advanced Management Accounting  
- BAO2202 Financial Accounting  
- BAO2203 Corporate Accounting  
- BAO3309 Advanced Financial Accounting  

Specialisation Subjects - Small Enterprise Management  
- BAO2100 Introduction to Small Enterprise  
- BMO2102 Entrepreneurial Business Management  
- BMO2183 Entrepreneurial Business Issues  
- BAO3100 The Enterprise Project  

Support Subjects  
- BAO3306 Auditing  
- BAO3307 Corporate Finance  

Electives  
Four electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.

Bachelor of Business  
Accounting/ Hospitality Management  
(Joint Degree)  

Course Objectives  
The course aims to prepare graduates who will have the skills relevant to management of corporations or other business entities within the Hospitality industry along with an understanding of the industry and be qualified as CPAs.

Admission Requirements  
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration  
The course is offered over four years on a full-time basis or part-time equivalent and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study and 120 points through the Co-operative year to graduate.

Course Structure  
The structure of the course is as follows:

Core Subjects  
- BAO1101 Accounting for Decision Making  
- BCO1101 Computer Applications  
- BLO1105 Business Law  
- BEO1103 Microeconomic Principles  
- BEO1104 Macroeconomic Principles  
- BEO1106 Business Statistics  
- BHO1171 Introduction to Marketing  
- BMO1102 Management and Organisation Behaviour  

Specialisation Subjects - Accounting  
- BAO1107 Accounting Information Systems  
- BAO2204 Management Accounting  
- BAO3312 Advanced Management Accounting  
- BAO2202 Financial Accounting  
- BAO2203 Corporate Accounting  
- BAO3309 Advanced Financial Accounting  

Specialisation Subjects - Hospitality  
- BHO1110 Introduction to Hospitality  
- BHO1121 Food and Beverage Management I  
- BHO1122 Food and Beverage Management II  
- BHO2282 Accommodation Management  
- BHO3501 Hospitality Facilities, Planning and Development  
- BHO3500 Hospitality and Tourism Industry Project
**Support Subjects - Accounting**
BAO3306 Auditing
BAO3307 Corporate Finance
BLO2205 Corporate Law
BLO2206 Taxation Law and Practice

**Bachelor of Laws/ Bachelor of Business in Accounting**
(Combined Degree)

**Course Objectives**
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements in both law and accounting. The combined degree will equip graduates to obtain employment in law, business and government, in the finance sector, at the Bar and elsewhere.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

**Course Structure**
A student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject as follows:

**Compulsory Law Subjects**
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1113 Australian Administrative Law
BLB1114 Legal Research Methods
BLB1115 Torts
BLB1117 Contracts 2
BLB1118 Constitutional Law
BLB1219 Corporations Law 1
BLB1220 Criminal Law
BLB1221 Legal Theory
BLB1222 Advocacy and Communication
BLB1224 Corporations Law 2
BLB1225 Real Property Law
BLB1226 Federal Constitutional Law
BLB1227 Dispute Resolution and Civil Procedure
BLB1228 Criminal Law
BLB1310 Interviewing and Negotiating Skills
BLB1311 Lawyers and Legal Ethics
BLB1334 Taxation Law
BLB4136 Equity and Trust

**Prescribed list (B) - select three subjects**
BLB1116 Law, Discrimination and Society
BLB2123 Trade Practices Law and Policy
BLB3129 Intellectual Property Law
BLB3132 Securities Law
BLB3133 Comparative Commercial Law
BLB4135 Australian Employment Law
BLB4137 Asian Legal Systems
BLB4138 Conflict of Laws
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation

**Core Business Subjects**
BAO1101 Accounting for Decision Making
BAO2202 Financial Accounting
BAO2204 Management Accounting
BAO2205 Corporate Accounting
BAO3309 Advanced Financial Accounting
BAO3312 Advanced Management Accounting
BAO3306 Auditing
BAO3307 Corporate Finance

**Electives**
One approved subject from the Faculty of Business and Law listing.

**Bachelor of Business Accounting/ Commercial Law**
(Joint Degree)

**Course Objectives**
The course aims to provide a strong business qualification to improve the skills and employment prospects of graduates. Graduates will benefit from a strong accounting and financial focus combined with a study of the legal content of the business environment. All of these result in strong analytical, research and financial skills. Legal and financial training provides an excellent background for many business and management occupations.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over three years on a full-time basis, or part-time equivalent. A year of Co-operative Education is optional and,
if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMG1102 Management and Organization Behaviour

**Specialisation Subjects - Accounting**
- BAO1107 Accounting Information Systems
- BAO2202 Financial Accounting
- BAO2204 Management Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Financial Accounting
- BAO3312 Advanced Management Accounting

**Specialisation Subjects - Commercial Law**
- BLO2205 Corporate Law
- BLO2206 Employment Law
- BLO2300 Commercial Law
- BLO3305 Advanced Corporate Law
- BLO3313 Advanced Taxation Law and Practice
- BLO3320 Law of Insolvency
- BLO3332 Administrative Law
- BLO3331 Legal Topics A
- BLO3306 Comparative Law

**Support Subjects - Accounting**
- BAO3306 Auditing
- BAO3307 Corporate Finance

**Elective**
- Two electives chosen with the approval of the course coordinator.

**Bachelor of Business Transport and Logistics/Accounting**

*(Joint Degree)*

**Course Objectives**
The transport and logistics industry and the field of accounting are going through a period of evolution. The course aims to provide a sound education in the principles and practices of the discipline areas of accounting and transport and logistics.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.

**Bachelor of Business Banking and Finance/International Trade**

*(Joint Degree)*

**Course Objectives**
The course aims to provide students with the necessary skills to perform a broad range of finance and international trade activities in addition to developing a sound business education.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.
International English Language Testing System – overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1101 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing

Specialisation Subjects - Banking and Finance
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance
- BLO3405 Law of Financial Institutions and Securities
- BAO3404 Credit and Lending Decisions
- BAO3402 International Banking and Finance
- BAO3403 Investment and Portfolio Management

Specialisation Subjects - International Trade
- BEO3338 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
- BHO3373 International Marketing

Support Subjects
- BLO2205 Corporate Law
- BAO3307 Corporate Finance
- BEO2254 Statistics for Business and Marketing
- BEO3500 Applied Economics Research Project
- BAO1107 Accounting Information Systems

Bachelor of Business in Accounting/ Certificate IV in Information Technology
(Dual Award)

Course Objectives
The Dual Award focuses on the discipline areas of Accounting and Information Technology providing students with Information Technology skills and a Business background with a strong Accounting emphasis. The course involves a collaboration between TAFE and Higher Education with students having concurrent enrolment in both sectors.

Prizes
The following prizes may be available to students:

CPA AUSTRALIA PRIZES
Best first year student in Bachelor of Business in Accounting (Footscray Park Campus).
Best second year students in Bachelor of Business in Accounting (Footscray Park Campus).
Best graduating student in Bachelor of Business in Accounting (Footscray Park Campus).

JEFFKINS AND READ PUBLIC ACCOUNTANTS PRIZE
Best first year student in Accounting for Decision Making (Melton Campus).

PRICEWATERHOUSECOOPERS PRIZE

HUNTSMAN CHEMICALS PRIZE
Best second year student in Bachelor of Business in Accounting: Management Accounting.

AUSTRALIAN INSTITUTE OF BANKING AND FINANCE PRIZE
Best graduating student in Bachelor of Business in Banking and Finance.

JOHN WILEY & SONS AUSTRALIA, LTD. PRIZE
Best student in Bachelor of Business in Accounting for Decision Making.

CUSCAL PRIZE
Best first year student in Bachelor of Business in Banking and Finance.

JH HOOPER MEMORIAL PRIZE
Best first year student in Bachelor of Business in Accounting for Decision Making.

SCHOOL OF ACCOUNTING AND FINANCE PRIZES
Best student in Bachelor of Business in Accounting, Financial Accounting.
Best final year student in Bachelor of Business in Accounting: Auditing.
Faculty of Business and Law

School of Applied Economics

Bachelor of Business in Retail Management

Course Objectives
The course aims to provide sound business management education together with a specialisation in the principles and practices of retail management.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour
- BEO1185 Retail Management Principles
- BEO2186 Distribution Management
- BEO3257 Economics of Retailing
- BEO3258 Retail Merchandise Management
- BEO3415 Electronic Retailing
- BEO3429 Strategic Retailing

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BEO3590 Applied Economics Research Project

Electives
Eight subjects approved by the School of Applied Economics.

Recognition by Professional Societies
The course is strongly supported by industry and professional organisations. Membership details for two professional societies are as follows:
- Australian Marketing Institute: Students completing the appropriate marketing major are eligible for membership of the Australian Marketing Institute upon completion of a period of practice in marketing.
- Retail Management Institute of Australia: Graduates of the Bachelor of Business in Retail Management are eligible to apply for Graduate Membership of the Retail Management Institute of Australia after commencing employment in the retail industry.

Bachelor of Business in International Trade

Course Objectives
The course provides a general business education in addition to specialist studies in international trade. Students develop the necessary skills to successfully operate in a variety of areas in the international economic and business environment.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered on a full-time basis over three years or over six years on a part-time basis. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour
- BEO1185 Retail Management Principles
- BEO2186 Distribution Management
- BEO3257 Economics of Retailing
- BEO3258 Retail Merchandise Management
- BEO3415 Electronic Retailing
- BEO3429 Strategic Retailing

Specialisation Subjects - International Trade
- BEO1252 International Business Context
- BEO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
BHO3373 International Marketing

Support Subjects
BE02254 Statistics for Business and Marketing
BE03500 Applied Economics Research Project

Electives
Eight subjects approved by the School of Applied Economics.

Bachelor of Business in Transport and Logistics

Course Objectives
The course aims to offer broad based business education to undergraduate students but will focus particular attention to transport, distribution, logistics and other transport related industries and issues.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5 or equivalent.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing

Specialisation Subjects - Transport & Logistics
BE02186 Distribution Management
BAC2500 Transport Financial Planning
BLO2502 Transport Law
BE03341 Transportation Economics
BEO3432 Strategic International Trade Operations
BEO4572 Logistics

Support Subjects
BE02254 Statistics for Business and Marketing
BE03500 Applied Economics Research Project

Specified Electives
BHO2253 Business to Business Marketing
BCO2500 Infrastructure Systems
BMO3520 Interpersonal and Organisational Negotiation

Electives
5 Electives as approved by the Course Co-ordinator

Bachelor of Business in Applied Economics

Course Objectives
The course aims to develop sound knowledge of economic principles and practices and analytical skills and at the same time allows students to specialise in Economics.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation - Applied Economics
BEO2263 Macroeconomic Analysis
BEO2264 Microeconomic Analysis
BEO2283 Applied Regression Analysis
BEO2290 Forecasting Methods
BEO2291 Quantitative Methods for Economics and Business
BEO3366 Economic Policy and Research

Support Subjects
BE02254 Statistics for Business and Marketing
BE03500 Applied Economics Research Project

Electives
Eight subjects approved by the School of Applied Economics.
Bachelor of Business in Music Industry

Course Objectives
The course aims to provide graduates with the ability to demonstrate competency in planning, promotion and production of music in a variety of forms, locations, styles and scale, and to be able to communicate with participants within the industry and beyond, and successfully plan and develop music promotion and music businesses with entrepreneurial flair.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
International English Language Testing System – overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit point is required for graduation.

Course Structure
The structure of the course is as follows:
Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEQ1103 Microeconomic Principles
BEQ1104 Macroeconomic Principles
BEQ1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects - Music Industry
BEO2400 Music Industry Economics
BLO2401 Music Industry Law
BMO2402 Music Industry Management
BHO2403 Music Industry Marketing
BEQ3404 International Aspects of the Music Industry
BMO3405 Live Performance Management

Support Subjects
BEO3500 Applied Economics Research Project
BEQ3407 The Economics of Copyright and Music Publishing

Electives
Eight electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.
Bachelor of Business
Financial Risk Management/
International Trade
(Joint Degree)

Course Objectives
The primary educational aim of the joint degree in Financial Risk Management and International Trade is to provide students with a sound platform of learning in the principle and practice of risk management, international finance, marketing and the business context of international trade.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or six-year part-time. A year of Co-operative Education is optional, and if chosen, the course would take four years full time or part time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisational Behaviour

**FINANCIAL AND RISK MANAGEMENT SPECIALISATION**
- BEO2410 Risk Analysis and Management
- BEO2420 Financial Data Analysis
- BEO2430 Financial Econometrics
- BAO2440 Personal Investment and Portfolio Management
- BAO3307 Corporate Finance
- BAO3403 Investment and Portfolio Management
- BEO3500 Applied Economics Research Project

**INTERNATIONAL TRADE SPECIALISATION**
- BEO1252 International Business Context
- BEO3309 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3431 Strategic Decision Making for International Trade
- BHO3373 International Marketing

**SUPPORT SUBJECTS**
- BEO2254 Statistics for Business and Marketing

Bachelor of Business
Financial Risk Management/
Electronic-Commerce
(Joint Degree)

Course Objectives
The primary educational aim of the joint degree in Financial Risk Management and Electronic Commerce is to provide students with a sound platform of learning in the principle and practice of risk management, data management and networked systems management. The link between risk management and Electronic Commerce will facilitate student learning in both areas by focusing upon the relationship between risk management and the development of new computer-based systems.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or six-year part-time. A year of Co-operative Education is optional, and if chosen, the course would take four years full time or part time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisational Behaviour

**FINANCIAL AND RISK MANAGEMENT SPECIALISATION**
- BEO2410 Risk Analysis and Management
- BEO2420 Financial Data Analysis
- BEO2430 Financial Econometrics
- BAO2440 Personal Investment and Superannuation
- BAO3307 Corporate Finance
- BAO3403 Investment and Portfolio Management
Bachelor of Laws/ Bachelor of Business in Applied Economics
(Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements in law and applied economics. The combined degree will equip graduates to obtain employment in law, business and government, in the economics sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject Structure as follows:

**COMPULSORY LAW SUBJECTS**
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1111 Australian Administrative Law
BLB1114 Legal Research Methods
BLB1115 Torts
BLB1117 Contracts 2
BLB1118 Constitutional Law
BLB2119 Corporations Law 1
BLB2120 Legal Writing and Drafting
BLB2121 Legal Theory
BLB2122 Advocacy and Communication
BLB2124 Corporations Law 2
BLB2125 Real Property Law

**SPECIALISATION SUBJECTS - APPLIED ECONOMICS**
BEO2254 Statistics for Business and Marketing
BEO2263 Microeconomic Analysis
BEO2284 Microeconomic Analysis
BEO2284 Applied Regression Analysis
BEO2284 Business Forecasting Methods
BEO2280 Quantitative Methods for Economics and Business
BEO3366 Economic Policy and Research
BEO3500 Applied Economics Research Project

**ELECTIVES**
One approved subject from the Faculty of Business and Law

Bachelor of Laws/ Bachelor of Business in International Trade
(Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and international trade. The combined degree will equip graduates to obtain employment in law, business and government, in the trade sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.
Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject Structure as follows:

**COMPULSORY LAW SUBJECTS**
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1113 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB1219 Corporations Law 1
- BLB1220 Legal Writing and Drafting
- BLB1221 Legal Theory
- BLB1222 Advocacy and Communication
- BLB2119 Corporations Law 2
- BLB2120 Real Property Law
- BLB2121 Federal Constitutional Law
- BLB2122 Dispute Resolution and Civil Procedure
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB4136 Equity and Trust
- BLB4139 Evidence

**PRESCRIBED LIST (B) - SELECT THREE SUBJECTS**
- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB2129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB4140 International Trade Law
- BLB4141 Asian Legal Systems
- BLB4142 Conflict of Laws
- BLB4143 Privacy and Media Law
- BLB4144 Advanced Legal Research Dissertation

**CORE BUSINESS SUBJECTS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMG1102 Management and Organisation Behaviour

**SPECIALISATION SUBJECTS - INTERNATIONAL TRADE**
- BEO1252 International Business Context
- BEG2254 Statistics for Business and Marketing
- BEG3068 International Economic Theory
- BEG3470 Finance of International Trade
- BEG3470 International Economic Analysis
- BEG3472 Strategic International Trade Operations
- BEG3500 Applied Economic Research Project
- BHO3373 International Marketing

**ELECTIVES**
One approved subject from the Faculty of Business and Law.

Bachelor of Laws/ Bachelor of Business in Music Industry
(Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and music industry. The combined degree will equip graduates to obtain employment in law, business, government, in the music industry sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject Structure as follows:

**COMPULSORY LAW SUBJECTS**
- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3132 Securities Law
FACULTY OF BUSINESS AND LAW

BLB3133 Comparative Commercial Law
BLB4135 Australian Employment Law
BLB4137 Asian Legal Systems
BLB4138 Conflict of Laws
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation

CORE BUSINESS SUBJECTS
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

SPECIALISATION SUBJECTS – MUSIC INDUSTRY
BEO2400 Music Industry Economics
BEO2401 Music Industry Law
BEO2402 Music Industry Management
BEO2403 Music Industry Marketing
BEO3404 International Aspects of the Music Industry
BMO3405 Live Performance Management
BEO3407 The Economics of Copyright and Music Publishing
BEO3500 Applied Economics Research Project

ELECTIVES
One approved subject from the Faculty of Business and Law listing.

Bachelor of Business
Applied Economics/
International Trade

(Course Objectives)
The course aims to provide students with a sound education in the principles and practices of applied economics and international trade.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Applied Economic
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BEO1108 International Trade

Specialisation Subjects – International Trade
- BEO1252 International Business Context
- BEO3368 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
- BHO3373 International Marketing

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BEO3500 Applied Economics Research Project

Electives
Two electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.

Bachelor of Business Transport and Logistics/Accounting

(Course Objectives)
The transport and logistics industry and the field of accounting are going through a period of evolution. The course aims to provide a sound education in the principles and practices of the discipline areas of accounting and transport and logistics.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Applied Economic
- BEO1252 International Business Context
- BEO3368 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
- BHO3373 International Marketing

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BEO3500 Applied Economics Research Project

Electives
Two electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.
to graduate. If undertaking Co-operative Education an additional
120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEI1101 Microeconomic Principles
BEI1104 Macroeconomic Principles
BEI1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organization Behaviour

Specialisation Subjects - Accounting
BAO1107 Accounting Information Systems
BAO2202 Financial Accounting
BAO2204 Management Accounting
BAO2303 Corporate Accounting
BAO3309 Advanced Financial Accounting
BAO3312 Advanced Management Accounting

Specialisation Subjects - Transport and Logistics
BEO2186 Distribution Management
BAO2500 Transport Financial Planning
BEO3341 Transportation Economics
BEO3432 Strategic International Trade Operations
BEO4572 Logistics

Support Subject
BEO2254 Statistics for Business and Marketing

Bachelor of Business Transport and Logistics/ Electronic Commerce

(Joint Degree)

Course Objectives
The course aims to provide students with a broad program of study and learning aimed at satisfying the academic and professional requirements in both retail management and electronic commerce disciplines. This combined degree course will equip graduates with the necessary skills to obtain employment in retail management – private and public sectors – in the information systems industry and elsewhere.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEI1101 Microeconomic Principles
BEI1104 Macroeconomic Principles
BEI1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organization Behaviour

Specialisation Subjects - Transport and Logistics
BEO2186 Distribution Management
BAO2500 Transport Financial Planning
BEO3341 Transportation Economics
BEO3432 Strategic International Trade Operations
BEO4572 Logistics

Support Subject
BEO2254 Statistics for Business and Marketing

Bachelor of Business Electronic Commerce/ Retail Management

(Joint Degree)

Course Objectives
The course aims to provide students with a broad program of study and learning aimed at satisfying the academic and professional requirements in both retail management and electronic commerce disciplines. This combined degree course will equip graduates with the necessary skills to obtain employment in retail management – private and public sectors – in the information systems industry and elsewhere.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
International English Language Testing System - overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

SPECIALISATION SUBJECTS - ELECTRONIC COMMERCE
(Development Stream)
BCO1141 Information Technology Management
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation

Specialisation Subjects – Retail Management
BEO1185 Retail Management Principles
BEO1186 Retail Management Principles
BEO2186 Distribution Management
BEO2327 Economics of Retailing
BEO2325 Retail Merchandise Management
BEO2345 Electronic Retailing
BEO3340 Strategic Retailing

Support Subjects
BCO1147 Introduction to Programming Concepts
BCO3149 Computer Project
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project

Bachelor of Business Electronic Commerce/ Music Industry
(Joint Degree)

Course Objectives
A combined degree course in Music Industry and Electronic Commerce will introduce an innovative program that will fill a real niche, one that recognizes the growing importance of entertainment and the Internet in contemporary global commerce.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
International English Language Testing System - overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour

SPECIALISATION SUBJECTS - ELECTRONIC COMMERCE
(Development Stream)
BCO1141 Information Technology Management
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation

Specialisation Subjects – Music Industry
BEO2400 Music Industry Economics
BLO2401 Music Industry Law
BMO2402 Music Industry Management
BHO2403 Music Industry Marketing
BEO3404 International Aspects of the Music Industry
BMO3405 Live Performance Management

Support Subjects
BCO1147 Introduction to Programming Concepts
BCO3149 Computer Project
BEO3500 Applied Economics Research Project
BEO3407 The Economics of Copyright and Music Publishing

Bachelor of Business Banking and Finance/ International Trade
(Joint Degree)

Course Objectives
The course aims to provide students with the necessary skills to perform a broad range of finance and international trade activities in addition to developing a sound business education.
Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System - overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BM01102 Management and Organisation Behaviour

**Specialisation Subjects - International Trade**
- BEO1252 International Business Context
- BEO3368 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
- BHO3373 International Marketing

**Specialisation Subjects - Banking and Finance**
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance
- BLO3405 Law of Financial Institutions and Securities
- BAO3404 Credit and Lending Decisions
- BAO3402 International Banking and Finance
- BAO3403 Investment and Portfolio Management

**Support Subjects**
- BLO2205 Corporate Law
- BEO2254 Statistics for Business and Marketing
- BAO3307 Corporate Finance
- BEO3500 Applied Economics Research Project
  or
- BAO1107 Accounting Information Systems

Bachelor of Business
International Trade/ Retail Management
(Joint Degree)

Course Objectives
The course aims to provide students with a sound education in the principles and practices of retail management and international trade.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System - overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BM01102 Management and Organisation Behaviour

**Specialisation Subjects - International Trade**
- BEO1252 International Business Context
- BEO3368 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
- BHO3373 International Marketing

**Specialisation Subjects - Banking and Finance**
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance
- BLO3405 Law of Financial Institutions and Securities
- BAO3404 Credit and Lending Decisions
- BAO3402 International Banking and Finance
- BAO3403 Investment and Portfolio Management

**Support Subjects**
- BLO2205 Corporate Law
- BEO2254 Statistics for Business and Marketing
- BAO3307 Corporate Finance
- BEO3500 Applied Economics Research Project
  or
- BAO1107 Accounting Information Systems
Electives
Two electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.

Bachelor of Business
Retail Management/ Marketing
(Joint Degree)

Course Objectives
The course aims to provide graduates with the necessary skills to manage a wide range of retail and marketing activities in addition to developing a sound business education.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit point is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects - Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3527 Economics of Retailing
BEO3528 Retail Merchandise Management
BEO3501 Electronic Retailing
BEO3506 Strategic Retailing

Specialisation Subjects - Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

Support Subjects
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project
PRESCRIBED ELECTIVE
BHO2285 Marketing Research
Electives
Two electives subjects as approved by the Course Co-ordinator.

Bachelor of Business
Marketing/ Applied Economics
(Joint Degree)

Course Objectives
The course aims to provide students with a sound education in the principles and practices of marketing and applied economics.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects - Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3527 Economics of Retailing
BEO3528 Retail Merchandise Management
BEO3501 Electronic Retailing
BEO3506 Strategic Retailing

Specialisation Subjects - Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

Specialisation Subjects - Applied Economic
BEO2283 Macroeconomic Analysis
BEO2284 Microeconomic Analysis
BEO2283 Applied Regression Analysis
BEO2284 Business Forecasting Methods
BEO3366 Economic Policy and Research
BEO2250 Quantitative Methods for Economics and Business

Support Subjects
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project

Electives
Two electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.

Bachelor of Business
Marketing/ Music Industry

(Joint Degree)

Course Objectives
The course aims to provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements for work in both marketing and music industries. The combined degree course will equip graduates to obtain employment in areas of marketing particularly in the music and entertainment sectors.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1101 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects – Marketing
BHO2250 Advertising and Public Relations
BHO2434 Consumer Behaviour
BHO2386 Distribution Management
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

Specialisation Subjects – Music Industry
BEO2400 Music Industry Economics
BLO2401 Music Industry Law
BMO2402 Music Industry Management
BHO2403 Music Industry Marketing
BEO3404 International Aspects of the Music Industry
BMO3405 Live Performance Management

Bachelor of Business
Marketing/ International Trade

(Joint Degree)

Course Objectives
The course aims to provide students with a sound education in the principles and practices of marketing and international trade.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1101 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects – Marketing
BHO2250 Advertising and Public Relations
BHO2434 Consumer Behaviour
BHO2386 Distribution Management
BHO3254 Advanced Marketing Research

Specialisation Subjects – International Trade
BHO2250 International Marketing
BHO2251 International Finance
BHO2252 International Law
BHO2253 International Trade and Investment
BHO2254 International Business

BHO2386 Distribution Management
BHO3254 Advanced Marketing Research
Bachelor of Business Electronic Commerce/International Trade

(Joint Degree)

Course Objectives
A combined degree course in Electronic Commerce and International Trade will introduce an innovative program that will fill a real niche, one that recognizes the growing importance of trade and the Internet in contemporary global commerce.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Students must complete 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:
- Core Subjects
- Specialisation Subjects - Development Stream
- Specialisation Subjects - International Trade
- Support Subjects
- Elective

Bachelor of Arts in Asian Studies/Bachelor of Business in International Trade

(Combined Degree)

Course Objectives
The course combines the key components of the constituent undergraduate degree courses to provide students with a sound education in the principles and practice of international trade set in the context of a good understanding of the economics, social, cultural and political context of the Asian region.

The course aims to provide graduates with:
- A comprehensive overview of the theories, principles and practice of international trade and the relevant techniques and research skills;
- A strong understanding of the history, economic development, cultural traditions, political systems and social traditions in a number of countries in the Asian region;
- A solid grasp of an Asian language; and
- A broad education not normally associated with a single undergraduate degree.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered on a full-time basis over four years or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Students must complete 480 credit points to graduate.
Course Structure
The course consists of a total of thirty-two subjects. There are eight core subjects common to all Faculty of Business and Law courses, namely:

**CORE BUSINESS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BMO1102 Management and Organisation Behaviour
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BLO1105 Business Law
- BHO1171 Introduction to Marketing
- BEO1106 Business Statistics

**SPECIALISATION SUBJECTS - INTERNATIONAL TRADE**
- BEO1252 International Business Context
- BEO3368 International Economic Theory
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BHO3373 International Marketing
- BEO3432 Strategic International Trade Operations

**SUPPORT SUBJECTS - INTERNATIONAL TRADE**
- BEO2254 Statistics for Business and Marketing

**ARTS SUBJECTS**
Student must complete fourteen subjects from the Faculty of Arts inclusive of an Asian Studies major and an Asian Language major:
- 6 subjects in Asian Studies
- 6 subjects in an Asian Language
- plus one Arts elective

**ELECTIVES**
Two approved subjects as approved by the Faculty of Arts or Business and Law.

**Professional Recognition**
This course is strongly supported by industry and professional organisations and is recognised by the Australian Institute of Export.

**Bachelor of Business (Honours) in International Trade**

**Course Objectives**
The course aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of advanced study in international trade.

**Admission Requirements**
To qualify for admission to the course students must have completed an appropriate undergraduate degree with a credit average in results or equivalent.

**Course Duration**
The course is offered on a full-time basis over one year or part-time equivalent. Students must complete 120 credit points through academic study in order to graduate. All subjects carry a value of 15 credit points except the Research Thesis which has a value of 60 credit points.

**Assessment in the course is designed to monitor students’ progress and achievement as well as contribute to and enhance their learning. Thus, a range of assessment methods is employed. These include examinations, essays/assignment, seminar presentations/papers, practical reports, individual and group projects and case studies.**

**Bachelor of Business (Honours) in Applied Economics**

**Course Objectives**
The course aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of advanced study in applied economics.

**Admission Requirements**
To qualify for admission to the course students must have completed an appropriate undergraduate degree with a credit average in results or equivalent.

**Course Duration**
The course is offered on a full-time basis over one year or part-time equivalent. Students must complete 120 credit points through academic study in order to graduate. All subjects carry a value of 15 credit points except the Research Thesis which has a value of 60 credit points.

**Assessment in the course is designed to monitor students’ progress and achievement as well as contribute to and enhance their learning. Thus, a range of assessment methods is employed. These include examinations, essays/assignment, seminar presentations/papers, practical reports, individual and group projects and case studies.**

**Bachelor of Business (Honours) in Retail Management**

**Course Objective**
The course aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of advanced study in applied economics.

**Admission Requirements**
To qualify for admission to the course students must have completed an appropriate undergraduate degree with a credit average in results or equivalent.
Course Duration
The course is offered on a full-time basis over one year or part-time equivalent. Students must complete 120 credit points through academic study in order to graduate. All subjects carry a value of 15 credit points. The Research Thesis has a value of 60 credit points.

Course Structure
The course comprises four coursework subjects together with a research thesis equivalent to four subjects.

- BEO4430 Business Research Methods
- BEO4683 Applied Econometrics
- BEO4572 Logistics
- plus one elective from an approved Postgraduate Diploma
- BEO4400 Honours Research Thesis (full-time)
- BEO4401 Honours Research Thesis (part-time)

Prizes
The following prizes may be available to students:

**SCHOOL OF APPLIED ECONOMICS PRIZES**
Best first year student in Bachelor of Business in Music Industry.
Best first year student in Bachelor of Business Applied Economics specialisation.
Best second year student in Bachelor of Business Applied Economics specialisation.
Best graduating student in Bachelor of Business Applied Economics specialisation.
Best first year student in Bachelor of Business International Trade specialisation.
Best second year student in Bachelor of Business International Trade specialisation.
Best graduating student in Bachelor of Business International Trade specialisation.
Best postgraduate student in International Trade.
Best postgraduate student in Business Economics.

**NCR AUSTRALIA**
Best student in Bachelor of Business in Retail Management in the subject Distribution Management.

**SAFEWAY PRIZE**
Best first year student in the Bachelor of Business Retail Management specialisation.

**ERICSSON AUSTRALIA PRIZE**
Best second year student in Bachelor of Business Retail Management specialisation.

**TARGET PRIZE**
Best retail student in Retail Management Principles.

**DAIMARU AUSTRALIA PRIZE**
Best graduating student in Bachelor of Business Retail Management specialisation.

**ANZ BANKING GROUP PRIZES**
Best undergraduate student in Finance of International Trade.
Best postgraduate student in Strategic Finance of International Trade.
School of Hospitality, Tourism and Marketing

Bachelor of Business in Hospitality Management

Course Objectives
The course is designed to teach the principles of hospitality management and at the same time allows students to study a range of areas within the hospitality industry. Students spend the third year of their degree working in industry, undertaking Co-operative Education.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis and includes a compulsory year of Co-operative Education.

Each student must obtain 360 credit points through academic study and 120 credit points through the Co-operative year to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Hospitality Management
- BHO1110 Introduction to Hospitality
- BHO1121 Food and Beverage Management I
- BHO1122 Food and Beverage Management II
- BHO2282 Accommodation Management
- BHO3501 Hospitality and Tourism Industry Project

Support Subjects
- BHO1123 Human Relations
- BAO1106 Accounting for Hospitality and Tourism Managers

Electives
Eight subjects approved by the School of Hospitality, Tourism and Marketing

Professional Recognition
Hotel, Catering & Institutional Management Association (UK) Membership. In order to gain admission to the HCIMA (UK) it is necessary to include either: BMO3220 Human Resource Management or BMO3421 Managing the Service Organisation as one of the electives taken.

Bachelor of Business in Tourism Management

Course Objectives
The course aims to provide a sound business management education with a specialisation in the principles and practice of the travel and tourism industries.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study and 120 credit points through the Co-operative Education year in order to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Tourism
- BHO1190 Introduction to Tourism
- BHO1192 Travel Industry Management
- BHO2255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3436 International Tourism Trends and Issues
- BHO3500 Hospitality and Tourism Industry Project

Support Subjects
- BHO2254 Tourism and Hospitality Marketing
- BHO3473 Human Relations

Electives
Eight subjects approved by the School of Hospitality, Tourism and Marketing

Note: Tourism students are encouraged to undertake the subject of BLO1452 Tourism Law as one of their electives.
Bachelor of Business in Marketing

Course Objectives
The aims of the course are to provide students with a sound education in the principles and practices of marketing.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Marketing
- BHO2251 Product and Pricing Strategy
- BHO2344 Consumer Behaviour
- BEO2206 Distribution Management
- BHO2250 Advertising and Public Relations
- BHO3254 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BHO2385 Marketing Research

Electives
Eight subjects approved by the School of Hospitality, Tourism and Marketing.

Bachelor of Business in Marketing/International Tourism

(Joint Degree)
Bachelor of Business in Accounting/ Hospitality Management (Joint Degree)

Course Objectives
The course aims to prepare graduates who will have the skills relevant to management of corporations or other business entities within the Hospitality industry along with an understanding of the industry and be qualified as CPAs.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study and 120 points through the Co-operative year to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Accounting
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO3312 Advanced Management Accounting
- BAO2202 Financial Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Financial Accounting

Specialisation Subjects – Hospitality
- BH01110 Introduction to Hospitality
- BH01122 Food and Beverage Management I
- BH02282 Accommodation Management
- BH03501 Hospitality Facilities, Planning and Development
- BH03500 Hospitality and Tourism Industry Project

Support Subjects – Accounting
- BAO3306 Auditing
- BAO3307 Corporate Finance
- BLO2205 Corporate Law

BLO2206 Taxation Law and Practice

Bachelor of Business in Hospitality/ Tourism Management (Joint Degree)

Course Objectives
The course aims to provide graduates with a sound business management education with particular emphasis on management of tourism projects and hospitality facilities and a strong grounding in the relevant business management techniques and research skills.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis or equivalent part-time basis and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study and 120 credit points through the Co-operative Education year in order to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Tourism
- BHO1190 Introduction to Tourism
- BHO1192 Travel Industry Management
- BHO2255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3436 International Tourism Trends and Issues
- BHO3500 Hospitality and Tourism Industry Project

Specialisation Subjects – Hospitality
- BHO1110 Introduction to Hospitality
- BHO1121 Food and Beverage Management I
- BHO1122 Food and Beverage Management II
- BHO2282 Accommodation Management
- BHO3307 Hospitality and Tourism Management Systems
- BHO3501 Hospitality Facilities Planning and Development

Support Subjects
BAO1106 Accounting for Hospitality and Tourism Managers

Electives

One subject approved by the School of Hospitality, Tourism and Marketing.

Bachelor of Business in Hospitality Management/
Human Resource Management

(Joint Degree)

Course Objectives

The course aims to combine the academic specialisations of the constituent undergraduate degrees to provide students with a sound education in the principles and practices of the discipline areas of human resource management and hospitality studies.

Admission Requirements

To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

International English Language Testing System – overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration

The course is offered over four years on a full-time basis or part-time equivalent and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. Co-operative Education is an additional 120 credit points required for graduation.

Course Structure

The structure of the course is as follows:

Core Subjects

BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation - Human Resource Management

BMO3323 Employee Relations Management
BMO3324 Consulting and Counselling
BMO3325 Human Resource Management Evaluation
BMO3420 Human Resource Information Systems
BMO3476 Training and Development
BLO2207 Employment Law

Specialisation - Hospitality Management

BHO1110 Introduction to Hospitality
BHO1112 Food and Beverage Management I

Bachelor of Business in Marketing/ Hospitality Management

(Joint Degree)

Course Objectives

The course is designed to teach the principles of marketing and hospitality management allowing students to become dynamic managers in the hospitality and marketing industry. Students spend the third year of their degree working in industry, undertaking Co-operative Education.

Admission Requirements

To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

International English Language Testing System – overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration

The course is offered over four years on a full-time basis and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study and 120 points through the Co-operative year to graduate.

Course Structure

The structure of the course is as follows:

Core Subjects

BAO1101 Accounting for Decision Making
BLO1105 Business Law
BMO1103 Business Applications
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Mathematics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation - Hospitality Management

BHO1110 Introduction to Hospitality
BHO1112 Food and Beverage Management I
BHO1121 Food and Beverage Management II
BHO2282 Accommodation Management
BHO3300 Hospitality and Tourism Industry Project
BHO3301 Hospitality Facilities Planning and Development
BHO1110 Introduction to Hospitality
BHO1112 Food and Beverage Management I
BHO1121 Food and Beverage Management II
BHO2282 Accommodation Management
BHO3300 Hospitality and Tourism Industry Project
BHO3301 Hospitality Facilities Planning and Development
Specialisation Subjects - Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BEU2168 Distribution Management
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

Support Subjects
BEU2254 Statistics for Business and Marketing
BHO2385 Marketing Research
BHO3473 Human Relations
BAO1106 Accounting for Hospitality and Tourism Managers

Bachelor of Business in Marketing/ Tourism Management
(Joint Degree)

Course Objectives
The course aims to provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in marketing and tourism management.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate and 120 credit points through the Co-operative Education year in order to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisational Behaviour

Specialisation Subjects - Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BEU2168 Distribution Management
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

Specialisation Subjects - Tourism
BHO1190 Introduction to Tourism
BHO1192 Travel Industry Management
BHO2255 Tourism Enterprise Management
BHO3437 Destination Planning and Development
BHO3436 International Tourism Trends and Issues
BHO3500 Hospitality and Tourism Industry Project

Support Subject
BHO2254 Statistics for Business and Marketing
BHO2254 Marketing Research
BHO3435 Tourism and Hospitality Marketing
BHO3473 Human Relations

Bachelor of Business in Regional Tourism Management

Course Objectives
The course aims to provide graduates with a sound business Management education with particular emphasis on the management of regional tourism enterprises.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional, and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

CORE SUBJECTS
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisational Behaviour

SPECIALISATION SUBJECTS - REGIONAL TOURISM
BHO1190 Introduction to Tourism
BHO1192 Tourism Industry Management
BHO2291 Tourism Facilities Management
BHO2300 Regional Tourism Management 1
BHO3100 Regional Tourism Management 2
Bachelor of Business in Tourism/Small Enterprise Management (Joint Degree)

Course Objectives
The course aims to provide graduates with a sound business management education with particular emphasis on management of small tourism enterprises and projects.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or equivalent part-time. A year of Co-operative Education is optional, and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO101 Accounting for Decision Making
- BCO1001 Computer Applications
- BLG1105 Business Law
- BEG1103 Microeconomic Principles
- BEG1104 Macroeconomic Principles
- BEO1102 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisational Behaviour
- BSO1104 Introduction to Tourism Management
- BHO1206 Nature-Based Tourism
- BHO1205 Tourism Enterprise Management
- BHO3437 Destination Planning and Development

**SPECIALISATION SUBJECTS - SMALL ENTERPRISE MANAGEMENT**
- BAO1001 Introduction to Small Enterprise
- BMO1100 Hospitality and Tourism Industry Project
- BMO2271 Organisations
- BAO1109 Hospitality and Tourism Accounting
- Electives

Bachelor of Laws/Bachelor of Business in Marketing (Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and marketing. The combined degree will equip graduates to obtain employment in law, business and government, in the marketing sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject.

The structure of the course is as follows:

**COMPULSORY LAW SUBJECTS**
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1113 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1116 Contracts 2
- BLB1117 Constitutional Law
- BLB1219 Corporations Law 1
- BLB1220 Legal Writing and Drafting
- BLB1221 Legal Theory
- BLB1222 Advocacy and Communication
- BLB1224 Corporations Law 2
- BLB1227 Real Property Law
- BLB1228 Federal Constitutional Law
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BA01101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisational Behaviour

Specialisation Subjects - Marketing
- BHO2250 Advertising and Public Relations
- BHO2251 Product and Pricing Strategy
- BHO2434 Consumer Behaviour
- BEO2196 Distribution Management
- BHO3254 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BHO2285 Marketing Research

Electives
One subject approved by the School of Hospitality, Tourism and Marketing.

Bachelor of Business in Marketing/Applied Economics
(Joint Degree)

Course Objectives
The aims of the course are to provide students with a sound education in the principles and practices of marketing and applied economics.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.

International English Language Testing System - overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Bachelor of Business in Marketing/International Trade
(Joint Degree)

Course Objectives
The aims of the course are to provide students with a sound education in the principles and practices of marketing and international trade.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.

International English Language Testing System - overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BHO1102 Management and Organisation Behaviour

Specialisation Subjects – Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BEO2186 Distribution Management
BHO3254 Advanced Marketing Research
BHO3455 Marketing Planning and Strategy

Specialisation Subjects – International Trade
BEO1252 International Business Context
BEO3381 International Economic Theory
BEO3317 Finance of International Trade
BEO3430 International Economic Analysis
BEO3432 Strategic International Trade Operations
BHO3373 International Marketing

Support Subjects
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project
PRESCRIBED ELECTIVE
BHO2285 Marketing Research

Elective
One subject approved by the School of Hospitality, Tourism and Marketing.

Bachelor of Business in Retail Management/Marketing
(Joint D degree)

Course Objectives
The course aims to provide graduates with the necessary skills to manage a wide range of retail and marketing activities in addition to developing a sound business education.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

Bachelor of Business in Electronic Commerce/Marketing
(Joint D degree)

Course Objectives
The course aims to provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in marketing and electronic commerce.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit point is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BHO1102 Management and Organisation Behaviour

Specialisation Subjects – Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BEO2186 Distribution Management
BHO3254 Advanced Marketing Research
BHO3455 Marketing Planning and Strategy

Specialisation Subjects – Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3257 Economics of Retailing
BEO3295 Retail Merchandise Management
BEO3405 Electronic Retailing
BEO3406 Strategic Retailing

Specialisation Subjects – International Trade
BEO1252 International Business Context
BEO3381 International Economic Theory
BEO3317 Finance of International Trade
BEO3430 International Economic Analysis
BEO3432 Strategic International Trade Operations
BHO3373 International Marketing

Support Subjects
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project
PRESCRIBED ELECTIVE
BHO2285 Marketing Research

Electives
Two subjects approved by the School of Hospitality, Tourism and Marketing.
Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects – Electronic Commerce (Development Stream)
- BCO1141 Information Technology Management
- BCO2149 Database Systems
- BCO2501 Electronic Commerce Technologies
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation

Specialisation Subjects – Marketing
- BHO1250 Advertising and Public Relations
- BHO2253 Product and Pricing Strategy
- BHO2434 Consumer Behaviour
- BHO2554 Distribution Management
- BHO3455 Marketing Planning and Strategy

Support Subjects
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computing Project
- BEO2254 Statistics for Business and Marketing
- BHO2255 Marketing Research

Bachelor of Laws/Bachelor of Business in Tourism Management
(Combined Degree)

Course Objectives
The aim of the course is to develop highly skilled and employable graduates who have a well-balanced combination of core business, specialist law and tourism, and generic skills and knowledge. This will enable them to be successful and effective managers in the legal professional and/or the tourism industry or any other chosen field they enter. The key attributes of these graduates will be critical and reflective thinking, creative problem solving, effective communication, adaptability to change, sensitivity to cultural and social differences, numeracy and proficiency in the use of technology.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject.

The structure of the course is as follows:

COMPULSORY LAW SUBJECTS
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1113 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2122 Advocacy and Communication
- BLB2124 Corporations Law 2
- BLB2125 Real Property Law
- BLB2126 Federal Constitutional Law
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB4136 Equity and Trust
- BLB4139 Evidence

PRESCRIBED LIST (B) - SELECT THREE SUBJECTS
- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
Course Structure

Bachelor of Business in Marketing/ Music Industry

(Joint Degree)

Course Objectives

The course aims to provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in the marketing and music industry.

Admission Requirements

To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration

The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Bachelor of Business in Hotel, Restaurant and Catering Management

Course Objectives

The aim of the course is to develop highly skilled graduates who can take their place as progressive and dynamic managers across the range of operations in the hospitality industry. The key characteristics of these graduates will be their strong skills in numeracy, computer literacy, emotional intelligence, cultural and social sensitivity, critical thinking, strategic planning and communication skills.

Admission Requirements

To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration

The course is offered over four years on a full-time basis or part-time equivalent and includes a compulsory year of Co-operative Education.
All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate and 120 credit points through the Co-operative Education year in order to graduate.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organization Behaviour

**Specialisation Subjects - Hotel, Restaurant and Catering**
- BHO1110 Introduction to Hospitality
- BHO2322 Accommodation Management
- BHO3306 Cash and Banking Management
- BHO3484 Meetings, Conventions and Events
- BHO3307 Hospitality and Tourism Management Systems
- BHO3501 Hospitality Facilities Planning and Development
- BHO1121 Food and Beverage Management I
- BHO1122 Food and Beverage Management II
- BHO3433 Food and Beverage Management III
- BHO2250 Advertising and Public Relations
- BHO3310 Professional Wine and Beverage Studies
- BHO3500 Hospitality and Tourism Industry Project

**COMPULSORY SUBJECTS**
- BAO1106 Accounting for Hospitality and Tourism Managers
- BHO3473 Human Relations

**ELECTIVES**
Two subjects approved from the School of Hospitality, Tourism and Marketing.

**Bachelor of Business in Management/Marketing**

*(Joint Degree)*

**Course Objectives**

The course aims to provide students with a broad based general business qualification and provide a framework on which participants can build personal competencies. The course will allow graduates to engage effectively in the management process and utilise a broad range of professional managerial and marketing competencies.

**Admission Requirements**

To qualify for admission to the course as an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language—International English Language Testing System – overall band score of 6.7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**

The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organization Behaviour

**Specialisation Subjects - Marketing**
- BHO2251 Product and Pricing Strategy
- BHO2434 Consumer Behaviour
- BHO2250 Advertising and Public Relations
- BHO3254 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

**SPECIALISATION SUBJECTS – SERVICE AND OPERATIONS MANAGEMENT STREAM**
- BMO1100 Managing Knowledge
- BMO2354 Conferences and Meetings Management
- BMO3320 Interpersonal and Organisation Negotiation
- BMO3422 Strategic Management
- BMO4422 Innovation and Entrepreneurship

or

**Specialisation Subjects - Human Resource Management Stream**
- BMO3476 Training and Development
- BMO3420 Human Resource Information Systems
- BMO3323 Employee Relations Management
- BMO3324 Consulting and Counselling
- BMO3325 Human Resource Management Evaluation

**Support Subjects: Management**
- BMO3220 Human Resource Management plus one of the following
- BMO3422 Strategic Management (HR Stream)
- BMO3327 Organisation Change and Development (Service and Operations Stream)

**SUPPORT SUBJECTS: MARKETING**
- BEO2254 Statistics for Business and Marketing
- BHO2285 Marketing Research

**Bachelor of Business in Tourism Management/Information Systems**

*(Joint Degree)*
Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in both Tourism and Information Systems.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis or over eight years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Bachelor of Business in Tourism Management/Bachelor of Arts Asian Studies
(Combined Degree)

Course Objectives
The course aims to provide students with a sound business management education with particular emphasis on management of tourism projects and enterprises together with a strong understanding of the history, economic development and cultural traditions which apply to countries of the Asian region.

Admission Requirements
To qualify for admission to the course, an applicant must have successfully completed an approved course of study at year 12 level or equivalent. The bonus scores available for L.O.T.E. studies from the Faculty of Arts for students seeking admission to the Bachelor of Arts (Asian Studies) will apply to students seeking admission to this course.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 480 credit points through academic study.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing
- BHO1190 Introduction to Tourism
- BHO2255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3438 International Tourism Trends and Issues
- BHO3500 Hospitality and Tourism Industry Project
- BHO3589 Hospitality and Tourism Industry Project
- BHO3473 Human Relations
- BCO1141 Information Technology Management
- BCO1147 Introduction to Programming Concepts
- BCO2149 Systems Analysis
- BCO2149 Data Base Systems
- BCO3144 Systems Design
- BCO3146 Networks and Data Communications
- BHO2254 Tourism and Hospitality Marketing
- BHO2254 Human Relations
- BHO3473 Human Relations
- ARTS SUBJECTS
- Fourteen subjects from the Faculty of Arts inclusive of an Asian Studies major and an Asian Language major.
- 7 subjects in Asian Studies
- 6 subjects in Asian Language
- one Arts Elective
Bachelor of Business in Marketing / Bachelor of Arts
Sports Administration

(Combined Degree)

Course Objectives

Subject to approval, the primary aim of the course is to provide students with both a sound knowledge and critical appreciation of the structure and practice of the Australian sports and leisure industry, and have students develop a broad range of vocational skills which can be used directly to assist in the development of organisations and their capacity to meet the needs of members, players and other significant stakeholders.

The secondary aim of the course is to give students a variety of specific competencies which can be used in paid management positions in the above fields. These competencies will include:

(a) having a good working knowledge of the structure and operation of the Australian sport system, an appreciation of the political, commercial, cultural and legal context in which sporting administrators operate, and an understanding of how Australian sport and recreation fits into the global leisure system;

(b) being able to plan and market the activities in a sporting setting with an emphasis on planning, budgeting, financial management, managerial and economic aspects, record keeping, scheduling, and member/player/client relations;

(c) having a sound knowledge of the communication process, and the ways in which speech, text and video can be used to market, promote and evaluate sporting activities and programs; and

(d) being able to plan, finance, organise and market special sporting and major events, to evaluate their success and to assess their impact on the host community.

Note: The School of Human Movement Recreation and Performance is the controlling body for administration of the course.

Any enquiries regarding the course must be made through the Course Co-ordinator in the School of Human Movement Recreation and Performance located at the Footscray Campus.

For subject details please refer to the Faculty of Human Development Handbook 2002.

Admission Requirements

To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education with a pass in Unit 3 and 4 English, or equivalent.

Those who do not meet this criteria may be eligible to apply under the Alternative Category Entry scheme.

Course Duration

The Bachelor of Business in Marketing/Bachelor of Arts - Sports Administration (Combined Degree) will be offered over eight (8) semesters on a full-time basis or part-time equivalent. Students must complete 480 credit points through academic study to graduate.

Course Structure

The course consists of eight Core Business subjects, twenty two Sports Administration specialist subjects, four Business Support subjects, six Marketing specialisation subjects and three electives.

The course structure is as follows:

**Year One**

Semester One

- BEO1193 Microeconomic Principles
- BLO1105 Business Law
- BMO1102 Management and Organisation Behaviour
- HPS1111 Sport, History and Culture
- HPS1112 Oral and Interpersonal Communication in Sport
- HPS1113 Introduction to Sport Administration
- BCO1101 Introduction to Business
- BHO1171 Introduction to Marketing

Semester Two

- BAO1101 Accounting for Decision Making
- BHO1186 Business Statistics
- BMO1142 Management Accounting
- BHO1148 Consumer Behaviour
- Vocational Elective in Sport Administration 1
- Vocational Elective in Sport Administration 2
- Vocational Elective in Sport Administration 3
- Vocational Elective in Sport Administration 4
- Vocational Elective in Sport Administration 5
- Vocational Elective in Sport Administration 6

**Year Two**

Semester One

- ACA1001 Introduction to Accounting
- BEO1188 Consumer Behaviour
- BMO1142 Management Accounting
- BHO1171 Introduction to Marketing
- Vocational Elective in Sport Administration 1
- Vocational Elective in Sport Administration 2
- Vocational Elective in Sport Administration 3

Semester Two

- BCO1141 Information Technology Management
- BEO1236 Distribution Management
- BPS1114 Ethics and Social Policy in Sport
- BPS1113 Sport Event and Venue Administration
- Vocational Elective in Sport Administration 5
- Vocational Elective in Sport Administration 6

**Year Three**

Semester One

- BAO1101 Accounting for Decision Making
- BPS1115 Sport, Politics and Government
- BMO1102 Management and Organisation Behaviour
- BLO1105 Business Law
- BAO1101 Accounting for Decision Making
- BEO1188 Consumer Behaviour
- BHO1148 Consumer Behaviour

Semester Two

- BPS1113 Ethics and Social Policy in Sport
- BPS1112 Sport Event and Venue Administration
- BPS1112 Sport Event and Venue Administration
- Vocational Elective in Sport Administration 7
- Vocational Elective in Sport Administration 8
- Vocational Elective in Sport Administration 9

**Year Four**

Semester One

- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration

Semester Two

- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration
- BPS1111 Sport Event Administration

Students will undertake nine (9) electives, six (6) from the vocational elective streams, one (1) from the general electives, and two (2) from the Faculty of Business and Law programs. The general elective may be any subject from a higher education course offered by the University, as approved by the Course Co-ordinator.
VOCATIONAL ELECTIVES
Communication and Media Management Stream
ACA2007 Electronic Publishing and Editing
ACA2009 Sport Magazine Production
ACA3001 Professional Writing for Sport
HPS7040 Politics of Sport Organisations
HPS7059 Sport and Globalisation
HPS9230 Sport and Strategic Marketing

Staff and Athlete Management Stream
BLO9311 Sport, Commerce and the Law
HPE7110 Sport Evaluation Strategies
HPS7040 Politics of Sport Organisations
HPS7052 Sport Tours and Team Itinerary Planning
HPS7053 Crisis Management in Sport
HPS7113 Social Issues in Sport Administration

General Electives

General electives offered in the sports studies field at Sunbury campus are:
HPE7090 Adventure Activity
HPS7071 Administration of Aquatic Programs
HPS7114 Football Studies
HFX1010 Olympic Studies

Recognition by Professional Societies
Graduates of the Bachelor of Business (Marketing) stream are eligible for admission to the Australian Marketing Institute, the academic part of the Practising Marketers Certification, the Marketing Research Society of Australia, and with appropriate selection of electives, significant credit towards the Diploma in Marketing Research from the Marketing Research Society of Australia. Graduates will also be eligible for membership of the Australian Society of Sport Administrators, and will be able to gain level two accreditation status.

Bachelor of Business in Tourism Management/ Bachelor of Arts Recreation Management
(Combined Degree)

Course Objectives
The course aims to provide a sound business management education with a specialisation in the principles and practice of the travel and tourism industries with a strong emphasis on the economic, social and cultural context of recreation management.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System - overall band score of 6.7 subject to individual profile, or Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent. All Faculty of Business and Law undergraduate degree subjects carry a value of 35 credit points. Each student must obtain 480 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects - Business
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1103 Computer Applications
BEO1106 Business Statistics
BEO1108 Microeconomic Principles
BEO1109 Macroeconomic Principles
BHO1171 Introduction to Marketing

Staff and Athlete Management
BLO1105 Business Law
BLO1106 Business Statistics
BEO1108 Microeconomic Principles
BEO1109 Macroeconomic Principles
BHO1171 Introduction to Marketing

General Electives

General electives offered in the sports studies field at Sunbury campus are:
HPE7090 Adventure Activity
HPS7071 Administration of Aquatic Programs
HPS7114 Football Studies
HFX1010 Olympic Studies

Recognition by Professional Societies
Graduates of the Bachelor of Business (Marketing) stream are eligible for admission to the Australian Marketing Institute, the academic part of the Practising Marketers Certification, the Marketing Research Society of Australia, and with appropriate selection of electives, significant credit towards the Diploma in Marketing Research from the Marketing Research Society of Australia. Graduates will also be eligible for membership of the Australian Society of Sport Administrators, and will be able to gain level two accreditation status.

Bachelor of Business in Tourism Management/ Bachelor of Arts Recreation Management
(Combined Degree)

Course Objectives
The course aims to provide a sound business management education with a specialisation in the principles and practice of the travel and tourism industries with a strong emphasis on the economic, social and cultural context of recreation management.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System - overall band score of 6.7 subject to individual profile, or Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent. All Faculty of Business and Law undergraduate degree subjects carry a value of 35 credit points. Each student must obtain 480 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:

Core Subjects - Business
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1103 Computer Applications
BEO1106 Business Statistics
BEO1108 Microeconomic Principles
BEO1109 Macroeconomic Principles
BHO1171 Introduction to Marketing

Staff and Athlete Management
BLO1105 Business Law
BLO1106 Business Statistics
BEO1108 Microeconomic Principles
BEO1109 Macroeconomic Principles
BHO1171 Introduction to Marketing

General Electives

General electives offered in the sports studies field at Sunbury campus are:
HPE7090 Adventure Activity
HPS7071 Administration of Aquatic Programs
HPS7114 Football Studies
HFX1010 Olympic Studies

Recognition by Professional Societies
Graduates of the Bachelor of Business (Marketing) stream are eligible for admission to the Australian Marketing Institute, the academic part of the Practising Marketers Certification, the Marketing Research Society of Australia, and with appropriate selection of electives, significant credit towards the Diploma in Marketing Research from the Marketing Research Society of Australia. Graduates will also be eligible for membership of the Australian Society of Sport Administrators, and will be able to gain level two accreditation status.
Bachelor of Business (Honours) in Marketing

Course Objectives
The course aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of advanced study in marketing.

Admission Requirements
To qualify for admission to the course students must have completed an appropriate undergraduate degree with a credit average in results or equivalent.

Course Duration
The course is offered on a full-time basis over one year or part-time equivalent. Students must complete 120 credit points of academic study in order to graduate. All subjects carry a value of 15 credit points.

Course Structure
The course comprises four coursework subjects together with a research thesis equivalent to four subjects.

ARTS SPECIALISATION SUBJECTS
BHO4573 Marketing Communications and Information Systems
BHO4667 Managerial Marketing
BHO4742 Business Research Methods
BHO4401 Honours Research Thesis (part-time)

MARKETING SPECIALISATION SUBJECTS
BMO1102 Management and Organisational Behaviour
BLO1105 Business Law

CORE BUSINESS SUBJECTS
BHO1171 Introduction to Marketing
BHO2250 Advertising and Public Relations
BHO2434 Consumer Behaviour
BHO2251 Product and Pricing Strategy
BHO2250 Advertising and Public Relations
BHO2254 Advanced Market Research

MARKETING SUPPORT SUBJECTS
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1105 Business Law
BEO1106 Business Statistics
BEO2186 Distribution Management
BEO2455 Marketing Planning and Strategy
BEO2251 Product and Pricing Strategy
BEO2250 Advertising and Public Relations
BEO1106 Business Statistics
BEO1105 Business Law
BEO1104 Macroeconomic Principles
BEO1103 Microeconomic Principles

BACHELOR OF BUSINESS (Hons) in Hospitality (Management) (Dual Award)

Course Objectives
The Dual Award will focus on the discipline areas of Marketing and Hospitality providing students with Hospitality Management skills and a Business background with a strong Marketing emphasis. The course involves a collaboration between TAFE and Higher Education with students having concurrent enrolment in both sectors.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.0 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 450 credit points through academic study to graduate.

Course Structure
CORE BUSINESS SUBJECTS
BAO1011 Accounting for Decision Making
BCO1011 Computer Applications
BEQ1011 Microeconomic Principles
BEQ1014 Macroeconomic Principles
BEQ1061 Business Statistics
BHO1171 Introduction to Marketing
BLO1105 Business Law
BMG1102 Management and Organisational Behaviour

MARKETING SUPPORT SUBJECTS
BEO2255 Business in Hospitality

ARTS ELECTIVES
APP1013 Psychology 1B
APP1012 Psychology 1A
APP2013 Psychology 2A
APP2014 Psychology 2B
APP3011 Psychology 3A
APP3012 Psychology 3B

MARKETING SPECIALISATION SUBJECTS
BHO1171 Introduction to Marketing
BHO2250 Advertising and Public Relations
BHO2251 Product and Pricing Strategy
BHO2254 Advanced Market Research

CORE BUSINESS SUBJECTS
BHO2285 Marketing Research
BEO2254 Statistics for Business and Marketing

BACHELOR OF BUSINESS (Hons) in Hospitality (Management) (Dual Award)

Course Objectives
The Dual Award will focus on the discipline areas of Marketing and Hospitality providing students with Hospitality Management skills and a Business background with a strong Marketing emphasis. The course involves a collaboration between TAFE and Higher Education with students having concurrent enrolment in both sectors.
by one of my staff, would I pass it on to my own Manager? This means that some consideration will be given to clarity of style, neatness of presentation and a business-like approach to assignments.

(iv) Essays are to be typed on one side only of A4 or standard 280mm x 205mm computer paper and firmly stapled or otherwise fastened in the top left-hand corner. A School Cover Sheet, properly completed, is to be affixed to the front of all essays which will also have an appropriate Title Page and Synopsis.

Prizes
The following prizes may be available to students:

CPA AUSTRALIA: HOSPITALITY AND TOURISM DISCUSSION GROUP PRIZE
Best first year Bachelor of Business in Hospitality Management student in accounting subjects.

MELBOURNE AIRPORT PRIZE
Best first year student in the Bachelor of Business in Tourism Management.

I.D. SOUTH PACIFIC TOURS PTY. LTD. PRIZE
Best student in the Bachelor of Business in Tourism Management/Travel Industry Management.

J. MULCAHY MEMORIAL PRIZE
Best first year student in the Bachelor of Business in Hospitality Management.

KEITH F WILLIAMS PRIZE
Best student in Introduction to Marketing.

OCEAN SPIRIT CRUISES PRIZE
Best postgraduate student in Tourism Management.

AUSTRALIAN MARKETING INSTITUTE PRIZES
Best graduating student in Bachelor of Business in Marketing.
Best graduating student in Master of Business in Marketing.

HOTEL SOFITEL PRIZES
For first year Hospitality Management student with the top combined mark in Introduction to Foodservice Operations & Principles and Practices of Kitchen Management.
For the second year Hospitality Management student with the top combined mark in Principles and Practices of Restaurant Management & Accommodation Management.
For the final year Hospitality Management student with the top combined mark in Hospitality Facilities Planning and Design & Catering and Hotel Law.

SCHOOL OF HOSPITALITY TOURISM AND MARKETING PRIZE
Best student in Advertising and Public Relations.
Undergraduate Studies

School of Information Systems

Bachelor of Business in Information Systems

Course Objectives
The course aims to prepare students for entry into the computing profession and the business world in general with a combination of computing skills supported by minor specialisations in other business disciplines. Graduates will be well placed to follow a career path into a variety of middle management positions with professional society recognition.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Information Systems
- BCO1141 Information Technology Management
- BCO1147 Introduction to Programming Concepts
- BCO2148 Systems Analysis
- BCO2149 Data Base Systems
- BCO3144 Systems Design
- BCO3146 Networks and Data Communications

Support Subjects
- BCO3150 Systems Implementation
- BCO3149 Computing Project

Electives
Eight elective subjects must be completed. Students should seek the advice of the School of Information Systems which generally advises students to use their electives to undertake one or more of the following subject streams based on interest. It is suggested that two or more subjects from each stream be undertaken and in the order shown below:

Systems Development
- BCO2348 Commercial Programming Techniques
- BCO3357 Data Structures for Business Programming
- BCO3345 Object Oriented Systems
- BCO3349 Knowledge Based Systems

Information Management
- BCO2443 Information Planning and Resource Management
- BCO3443 The Information Professional
- BCO3444 The Information Environment

Systems Technology
- BCO2245 Computer Architecture
- BCO3248 Operating Systems
- BCO3357 Data Structures for Business Programming

Bachelor of Business in Computer Systems Support

Course Objectives
The course aims to provide for students who specifically wish to obtain a professional qualification in managing the Computer Systems Support of developers and users of Information Systems. The course will provide graduates with a sound knowledge and experience of both the conceptual foundations and practice of Information Systems.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
Bachelor of Business in Electronic Commerce

Course Objectives
The course aims to: establish a broad foundation of knowledge from relevant and related business disciplines; provide specialist sequences to studies which addresses the competencies, knowledge and processes necessary for success in the emerging field of electronic commerce; provide students with the knowledge, competencies and processes to ensure their employment within the field of electronic commerce upon graduation and enable progression to further study and research; develop and practice skills in written, oral and electronic communication and in the gathering, analysis and interpretation of data of all kinds relevant to electronic commerce; develop problem solving skills which will enable graduates to demonstrate skills in the design, development and management of electronic commerce information systems as well as recognizing the overall business context in which such systems are to be found.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent. In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6-7 subject to individual profile, or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The Electronic Commerce specialisation offers a choice of two streams. The Development Stream focuses on the development of EC applications. The Applications Stream focuses on EC applications.

The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BCO1103 Microeconomic Principles
- BCO1104 Macroeconomic Principles
- BCO1108 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Support Subjects
- Any two of the following:
  - BCO2040 Managing the Computing Environment
  - BCO3040 Managing Systems Development
  - BCO3042 Contemporary Developments in Information Systems

Electives
Eight approved subjects

Recognition by Professional Societies
Graduates meet the requirements for admission to membership of the Australian Computer Society.

Bachelor of Laws/ Bachelor of Business in Electronic Commerce (Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and electronic commerce. The combined degree will equip graduates to obtain employment in law, business and government, in the E-commerce sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent. In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.
International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Students must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject structure as follows:

COMPULSORY LAW SUBJECTS
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1113 Australian Administrative Law
BLB1114 Legal Research Methods
BLB1115 Torts
BLB1117 Contracts 2
BLB1118 Constitutional Law
BLB1219 Corporations Law 1
BLB1220 Legal Writing and Drafting
BLB1221 Legal Theory
BLB1222 Advocacy and Communication
BLB1224 Corporations Law 2
BLB1225 Real Property Law
BLB1226 Federal Constitutional Law
BLB1327 Dispute Resolution and Civil Procedure
BLB1328 Criminal Law
BLB1330 Interviewing and Negotiating Skills
BLB1331 Lawyers and Legal Ethics
BLB1334 Taxation Law
BLB1436 Equity and Trust
BLB4139 Evidence

PRESCRIBED LIST (B) - SELECT THREE SUBJECTS
BLB1116 Law, Discrimination and Society
BLB2123 Trade Practices Law and Policy
BLB2124 Business Law
BLB2125 Professional Responsibility
BLB2126 Property Law
BLB3126 Federal Constitutional Law
BLB3127 Dispute Resolution and Civil Procedure
BLB3130 Interviewing and Negotiating Skills
BLB3131 Lawyers and Legal Ethics
BLB3134 Taxation Law
BLB4136 Equity and Trust
BLB4139 Evidence

SPECIALISATION SUBJECTS - ELECTRONIC COMMERCE
BCO1141 Information Technology Management
BCO1147 Introduction to Programming
BCO2419 Database Systems
BCO2501 Electronic Commerce Business Interfaces
BCO3150 Systems Implementation
BCO3090 Electronic Commerce Technologies
BCO3001 Online Business Management
BCO4135 Australian Employment Law
BCO4137 Asian Legal Systems
BCO4138 Conflict of Laws
BCO4140 Privacy and Media Law
BCO4141 International Trade Law
BCO4142 Advanced Legal Research Dissertation

ELECTIVES
One approved subject from the Faculty of Business and Law list.

Bachelor of Business Transport and Logistics/ Electronic Commerce
(Joint Degree)

Course Objectives
The Electronic Commerce and Transport and Logistics Industry are going through a rapid development phase. The course aims to provide a sound education in the principles and practices of the discipline areas of electronic commerce and transport and logistics.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

International English Language Testing System – overall band score of 6–7 subject to individual profile; or

Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BEQ103 Microeconomic Principles
BEQ104 Macroeconomic Principles
BEQ105 Business Statistics
BH01121 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Transport and Logistics
BAO2101 Distribution Management
BLG21011 Transport Planning
BAO2501 Transport Financial Planning
BEQ3141 Strategic International Trade Operations
BEQ3141 Transportation Economics

Specialisation Subjects - Electronic Commerce
(Development Stream)
BCO1141 Information Technology Management
BCO1147 Introduction to Programming
BCO2419 Database Systems
BCO2501 Electronic Commerce Business Interfaces
BCO3150 Systems Implementation
BCO3090 Electronic Commerce Technologies
BCO4135 Australian Employment Law
BCO4137 Asian Legal Systems
BCO4138 Conflict of Laws
BCO4140 Privacy and Media Law
BCO4141 International Trade Law
BCO4142 Advanced Legal Research Dissertation

ELECTIVES
One approved subject from the Faculty of Business and Law list.
Bachelor of Business Financial Risk Management/Electronic Commerce
(Joint Degree)

Course Objectives
The primary educational aim of the joint degree in Financial Risk Management and Electronic Commerce is to provide students with a sound platform of learning in the principles and practice of risk management, data management and networked systems management. The link between risk management and Electronic Commerce will facilitate student learning in both areas by focusing upon the relationship between risk management and the development of new computer-based systems.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO1001 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisational Behaviour
- BHO1171 Introduction to Marketing

**FINANCIAL AND RISK MANAGEMENT SPECIALISATION**
- BEO2110 Risk Analysis and Management
- BEO2420 Financial Data Analysis
- BEO2430 Financial Economics
- BAO2440 Personal Investment and Superannuation

**SUPPORT SUBJECTS**
- BAO3007 Corporate Finance
- BAO3403 Investment and Portfolio Management
- BCO1141 Information Technology Management
- BCO2149 Database System
- BCO2300 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interface
- BCO3150 Systems Implementation

Bachelor of Business Electronic Commerce/Marketing
(Joint Degree)

Course Objectives
The course aims to provide students with a broad-ranging program of study and learning aimed at satisfying the academic and professional requirements in marketing and electronic commerce.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

**CORE SUBJECTS**
- BAO1001 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisational Behaviour
- BHO1171 Introduction to Marketing

**FINANCIAL AND RISK MANAGEMENT SPECIALISATION**
- BEO2110 Risk Analysis and Management
- BEO2420 Financial Data Analysis
- BEO2430 Financial Economics
- BAO2440 Personal Investment and Superannuation

**SUPPORT SUBJECTS**
- BAO3007 Corporate Finance
- BAO3403 Investment and Portfolio Management
- BCO1141 Information Technology Management
- BCO2149 Database System
- BCO2300 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interface
- BCO3150 Systems Implementation

**SPECIALISATION SUBJECTS – ELECTRONIC COMMERCE**
- BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2362 Developing Electronic Commerce Systems
BCO3150 Systems Implementation

**Specialisation Subjects - Marketing**
BH02250 Advertising and Public Relations
BH02253 Product and Pricing Strategy
BH02434 Consumer Behaviour
BE02188 Distribution Management
BH03285 Advanced Marketing Research
BH03435 Marketing Planning and Strategy

**Support Subject**
BCO1147 Introduction to Programming Concepts
BC03149 Computing Project

**Bachelor of Business in Electronic Commerce/ Bachelor of Arts Multimedia**

**(Combined Degree)**

**Course Objectives**
The course aims to provide knowledge, skills and competencies in areas which are essential for the education and training of online designers and developers together with essential business and communication competencies.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over four years on a full-time basis or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 480 credit points through academic study to graduate.

**Course Structure**
The course includes eight core business subject, six Electronic Commerce specialisation subjects, two business support subjects, twelve Multimedia specialisation subjects and four electives.

**Core Subjects**
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1101 Computer Applications
BE01103 Microeconomic Principles
BE01104 Macroeconomic Principles
BE01106 Business Statistics
BMO1102 Management and Organisation Behaviour
BH01171 Introduction to Marketing

**Specialisation Subjects - Electronic Commerce**

**(Development Stream)**
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO1141 Information Technology Management
BH02149 Database Systems
BCO3150 Systems Implementation

**Support Subjects**
BCO1147 Introduction to Programming Concepts
BC03149 Computing Project

**Specialisation - Multimedia**
ACM1001 Multimedia 1A
ACM1002 Multimedia 1B
ACM1003 Animation for Multimedia
ACM1004 Design for Multimedia
ACC1002 Communication Studies A
ACC1004 Communication Studies B
ACM2001 Multimedia 2A
ACM2002 Multimedia 2B
ACM3001 Multimedia 3A
ACM3002 Multimedia 3B
ACP2002 Editing and Publishing
1 x 2nd Year Communication Studies Subject
2 x 3rd Year Communication Studies Subject

**Electives**
Two approved subjects

**Bachelor of Business Electronic Commerce/ Music Industry**

**(Joint Degree)**

**Course Objectives**
A combined degree course in Music Industry and Electronic Commerce will introduced an innovative program that will fill a real niche, one that recognises the growing importance of entertainment and the Internet in contemporary global commerce.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.
Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO1141 Information Technology Management
- BCO1147 Introduction to Programming Concepts
- BCO1149 Computer Project
- BEO1252 International Business Context
- BEO1368 International Economic Theory
- BEO1342 Strategic International Trade Operations
- BHO1373 International Marketing

Specialisation Subjects - Music Industry
- BEO2400 Music Industry Economics
- BLO2401 Music Industry Law
- BMO2402 Music Industry Management
- BHO2403 Music Industry Marketing
- BEO2404 International Aspects of the Music Industry
- BMO3405 Live Performance Management

Support Subjects
- BEO3500 Applied Economics Research Project
- BEO3500 Applied Economics Research Project
- BEO3407 The Economics of Copyright and Music Publishing

Bachelor of Business Electronic Commerce/International Trade
(Joint Degree)

Course Objectives
A combined degree course in Electronic Commerce and International Trade will introduce an innovative program that will fill a real niche, one that recognizes the growing importance of trade and the Internet in contemporary global commerce.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System - overall band score of 6-7 subject to individual profile;
- Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO1141 Information Technology Management
- BCO1147 Introduction to Programming Concepts
- BCO1149 Computer Project
- BEO1252 International Business Context
- BEO1368 International Economic Theory
- BEO1342 Strategic International Trade Operations
- BHO1373 International Marketing

Support Subjects
- BEO3500 Applied Economics Research Project

Bachelor of Business Electronic Commerce/Retail Management
(Joint Degree)

Course Objectives
The course aims to provide students with a broad program of study and learning aimed at satisfying the academic and professional requirements in both retail management and electronic commerce disciplines. This combined degree course will equip graduates with the necessary skills to obtain employment in retail management – private and public sectors – in the information systems industry and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System - overall band score of 6-7 subject to individual profile;
- Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.
Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO1141 Information Technology Management
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation

Specialisation Subjects - Retail Management
- BEO1185 Retail Management Principles
- BEO2254 Distribution Management
- BEO2327 Economics of Retailing
- BEO3265 Retail Merchandise Management
- BEO3401 Electronic Retailing
- BEO3406 Strategic Retailing

Support Subjects
- BEO3500 Applied Economics Research Project
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computer Project

Bachelor of Business Accounting/ Electronic Commerce
(Joint Degree)

Course Objectives
The course aims to develop a sound business education as well as provide the necessary skills to perform a wide range of accounting and electronic commerce activities.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or

Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BCO1101 Computer Applications
- BAO1101 Accounting for Decision Making
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Accounting
- BAO1107 Accounting Information Systems
- BAO2252 Financial Accounting
- BAO2254 Management Accounting
- BAO2327 Corporate Accounting
- BAO3209 Advanced Financial Accounting
- BAO3312 Advanced Management Accounting

Specialisation Subjects - Electronic Commerce (Applications Stream)
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BEO2404 Electronic Trading
- BHO2407 Marketing on the Internet
- BLU2406 Cyber Law

or

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO1141 Information Technology Management
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technology
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation

Support Subjects
- BAO3207 Corporate Finance
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computer Project
- BLO2255 Corporate Law

Bachelor of Business Tourism Management/ Information Systems
(Joint Degree)
Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in both Tourism and Information Systems.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BLO1105 Business Law
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Tourism
- BHO1190 Introduction to Tourism
- BHO1192 Travel Industry Management
- BHO2205 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3436 International Tourism Trends and Issues
- BHO3509 Hospitality and Tourism Industry Project

Specialisation Subjects - Information Systems
- BCO1141 Information Technology Management
- BCO1147 Introduction to Programming Concepts
- BCO2148 Systems Analysis
- BCO2149 Database Systems
- BCO3144 Systems Design
- BCO3146 Networks and Data Communications

Support Subjects
- BAO1106 Accounting for Hospitality and Tourism Managers
- BMO2271 Organisations
- BCO3150 Systems Implementation
- BCO3149 Computing Project

Bachelor of Business Accounting/ Information Systems
(Joint Degree)

Course Objectives
The course aims to provide for students who specifically wish to obtain a professional qualification in managing the Accounting Information Systems.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1103 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Accounting
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO3312 Advanced Management Accounting
- BA3202 Financial Accounting
- BA2803 Corporate Accounting
- BAO3309 Advanced Financial Accounting

Specialisation Subjects - Information Systems
- BCO1141 Introduction Technology Management
- BCO2148 Systems Analysis
- BCO2149 Database Systems
- BCO3146 Networks and Data Communications
- BCO1147 Introduction to Programming Concepts
- BCO3144 Systems Design

Support Subjects - Information Systems
- BCO3130 Systems Implementation
- BCO3149 Computing Project
Support Subjects - Accounting
BAO3307 Corporate Finance
Electives
One approved subject

**Bachelor of Business (Information Systems)/Bachelor of Arts**

(Combined Degree)

**Course Objectives**
The course combines the key components of the constituent undergraduate degree courses, Bachelor of Arts and Bachelor of Business (Information Systems), to provide students with a sound education in the principles and practice of the related discipline areas of information systems and two of communication studies, professional writing and psychology, set in a business context.

The aims of the course are to provide graduates with:
(a) a comprehensive overview of the theories, principles and practice of the disciplines of information systems, communication studies and psychology, applied within a business setting;
(b) an awareness of the issues associated with communication in various contexts and in different modes (mediated, written and oral) and be sensitive to the influence of sociocultural factors such as gender, culture and language background;
(c) skills in information management, communication and research using a variety of media;
(d) the ability to demonstrate a range of skills in problem solving, interpersonal communication, and collaboration which will enable them to work effectively as individuals and as part of a team;
(e) a broad and integrated education not normally available within a single faculty based undergraduate degree;
(f) familiarity with new modes of communication afforded by media and hypermedia, such as hypertext and multimedia, and be able to use these in their professional employment;

(Continued...)

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed an approved course of study at Year 12 or equivalent including English.

In addition to satisfying the entry requirements for Australian residents or demonstrating equivalence, overseas students must provide evidence of proficiency in English language. An overall band score of 6.5 in the International English Language Testing System (IELTS) test, or a Test of English as a Foreign Language (TOEFL) score of 550 or more, plus a Test of Written English band score of 6.5, is the normal method of demonstrating English language proficiency.

**Course Duration**
The course contains 32 subjects, is structured as follows:
- Bachelor of Business (Information Systems)
  - 8 core subjects (common to all Faculty of Business and Law courses)
  - 2 support subjects (specific to the School of Information Systems)
  - 6 specialist subjects (specific to the Bachelor of Business Information Systems)

**Electives**
Two elective subjects chosen from subjects offered by either the Faculty of Arts or Faculty of Business and Law, as approved by the appropriate Course Co-ordinator.

**Bachelor of Business (Honours) in Information Systems**

**Course Objectives**
The course aims to:
- provide students with an awareness and understanding of the ethical and technical requirements of the Information Systems profession;
- provide students with specialist knowledge and skills in the research areas of the Information Systems School, namely advanced Information Systems, Information Technology Management, Systems Technology, Systems Implementation and System Support.

**Admission Requirements**
To qualify for admission to the program the student will normally have completed an appropriate undergraduate degree with a credit average in results or equivalent.

**Course Duration**
The program is offered on a full-time basis over two semesters. It may be offered in part-time mode. Students must complete 120 credit points through academic study in order to graduate. The Research Project has a value of 60 credit points. All other subjects carry a value of 15 credit points.
Course Structure
The structure of the program is as follows:

Core subjects
- BCO4652 Business Research Methods
- BCO4701 Research Project (Information Systems)
- plus three subjects from:
  - BCO4501 Business Process Engineering
  - BCO4601 Current Issues in Information Systems
  - BCO4602 Building Small Business Systems
  - BCO4603 Enterprise Resource Planning Systems
  - BCO4646 Systems Support Programming
  - BCO4641 User Computing
  - BCO4644 Object Oriented Programming and Design
  - BCO4654 Database Design
  - BCO4643 Knowledge Engineering
  - BCO4660 Enterprise Electronic Commerce
  - BCO4661 Enterprise Resource Planning Systems Implementation
  - BCO4653 Management of Information Technology
  - BCO4642 Systems Development
  - BCO4645 Internetworking Systems
  - BCO4646 Systems Support Programming
  - BCO4656 IT Project Management
  - BCO4657 Executive Computing
  - BCO4658 Internet Commerce
  - BCO4672 The Information Systems Professional
  - BCO4673 Usability Design for E-Business

Prizes
The following prizes may be available to students:

SCHOOL OF INFORMATION SYSTEMS PRIZES
- Best graduating student in the Bachelor of Business in Information Systems.
- Best graduating student in the Bachelor of Business in Systems Support.
- Best graduation student in Bachelor of Business in Business Computing project.
- Best Computing Project.
- Best graduating student in the Graduate Diploma in Business Computing.
- Best graduating student in the Master of Business in Information Systems.
- Best Information Systems Co-operative Education student.
- Best Systems Support Co-operative Education student.

MERCURY INTERACTIVE PRIZES
- Best student in the subject Enterprise Resource Planning Systems.
- Best student in the subject Client Server Technology.

SAPIENT COLLEGE
- Best student in the subject Applications Programming Techniques.

AUSTRALIAN WINE SOCIETY
- Best student in the subject Enterprise E-Commerce.

IDS SHEER PRIZE
- Best student in the subject for Business Process Engineering.
School of Law

Bachelor of Laws

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for admission to legal practice in Victoria. The course will equip graduates to obtain employment in law firms, at the Bar and elsewhere.

Course Aims
To produce intellectually well rounded law graduates who have the professional and academic skills required to work in a variety of legal settings;
To provide students with a range of legal professional skills, such as advocacy, ethical judgement, communication, legal research and writing, interviewing and negotiation and relevant legal professional computing skills;
To provide specialised education and skills in core areas of law as well as in various areas of commercial law, especially those which have a comparative dimension;
To provide graduates with such other attributes and competencies as would be expected of law graduate from an Australian Law School; and
To satisfy the academic requirements for admission to legal practice in Victoria.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over four years on a full-time basis. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 480 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B) and eight approved subjects from prescribed list (C).

The course is structured as follows:

**COMPULSORY CORE SUBJECTS**

- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1111 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2122 Advocacy and Communication
- BLB2124 Corporations Law 2
- BLB2125 Real Property Law
- BLB2126 Federal Constitutional Law
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB4136 Equity and Trust
- BLB4139 Evidence

**PRESCRIBED LIST (B) - SELECT THREE SUBJECTS**

- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB4135 Australian Employment Law
- BLB4137 Asian Legal Systems
- BLB4138 Conflict of Laws
- BLB4140 Privacy and Media Law
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation*

**PRESCRIBED LIST (C) - SELECT EIGHT SUBJECTS**

- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB4135 Australian Employment Law
- BLB4137 Asian Legal Systems
- BLB4138 Conflict of Laws
- BLB4140 Privacy and Media Law
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation*

*Students who obtain a credit average or better in this subject and others, may be awarded the course with Honours.

Bachelor of Laws (Graduate Entry)

Course Objectives
The course will allow graduates from other disciplines to build on their existing studies and experience to obtain a qualification in the field of law.

Course Aims
The Bachelor of Laws (Graduate Entry) is a program that is necessary for practice in the legal profession and leads to employment in both private and public sectors.

Admission Requirements.
Students will be selected into this course on:

a) Their performance in their prior studies at UG level and PG level. It would normally be expected that students had performed at least at H2A or Distinction level in their prior UG studies. PG studies will be evaluated according to the nature of the relevant degree.

b) Additionally students will need to submit a statement of their prior work experience and reasons for applying for the
course of no more than 1000 words. These statements will be evaluated for selection purposes by the HOS or delegate(s).

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

Course Structure
Student must successfully complete sixteen core subjects, five professional skills subjects and three electives.

The course structure is as follows:

**COMPULSORY CORE SUBJECTS**
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1113 Australian Administrative Law
BLB1114 Torts
BLB1115 Australian Administrative Law
BLB1116 Contracts 2
BLB1117 Constitutional Law
BLB1219 Corporations Law 1
BLB1221 Legal Theory
BLB1224 Corporations Law 2
BLB1225 Real Property Law
BLB1226 Federal Constitutional Law
BLB3127 Dispute Resolution and Civil Procedure
BLB3128 Criminal Law
BLB3134 Tort
BLB3135 Administrative Law
BLB3136 Dispute Resolution and Civil Procedure

**PROFESSIONAL SKILLS SUBJECTS**
BLB1114 Legal Research Methods
BLB2119 Corporations Law 1
BLB2120 Legal Writing and Drafting
BLB2121 Legal Theory
BLB2122 Advocacy and Communication
BLB2123 Advocacy and Communication
BLB2124 Corporations Law 2
BLB2125 Real Property Law
BLB2126 Federal Constitutional Law
BLB3127 Dispute Resolution and Civil Procedure
BLB3128 Criminal Law
BLB3129 Comparative Commercial Law

**ELECTIVES**
Students are required to do three elective subjects from the following list in addition to the required Core subjects listed above:
BLB1116 Law of Discrimination and Society
BLB1213 Trade Practices Law and Policy
BLB1318 Securities Law
BLB1333 Comparative Commercial Law
BLB4135 Australian Employment Law
BLB4138 Conflict of Laws
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research and Writing

Bachelor of Laws/
Bachelor of Arts

(Combined Degree)

Course Objectives
The course will provide students with knowledge, skills and competencies in areas which are essential for the education and training of a lawyer in the context of the humanities and social sciences. Graduates of this program will be exposed to a wide range of learning and teaching strategies that aim to effectively develop the core competencies.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure

**YEAR ONE**
BLB1101 Australian Legal System in Context
BLB1114 Legal Research Methods
BLB1115 Torts

**YEAR TWO**
BLB1102 Contracts 1
BLB1117 Contracts 2
BLB2119 Corporations Law 1
BLB2120 Legal Writing and Drafting
BLB2121 Legal Theory
BLB2122 Advocacy and Communication
BLB2123 Advocacy and Communication
BLB2124 Corporations Law 2
BLB2125 Real Property Law
BLB2126 Federal Constitutional Law

**YEAR THREE**
BLB3127 Dispute Resolution and Civil Procedure
BLB3128 Criminal Law

**YEAR FOUR**
BLB1115 Torts
BLB1116 Law of Discrimination and Society
BLB1117 Constitutional Law
BLB3134 Tort
BLB3135 Administrative Law
BLB3136 Dispute Resolution and Civil Procedure

**YEAR FIVE**
BLB3127 Dispute Resolution and Civil Procedure
BLB3128 Criminal Law
Bachelor of Laws/ Bachelor of Business in Accounting

(Combined Dgree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements in both law and accounting. The combined degree will equip graduates to obtain employment in law, business and government, in the finance sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
A student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject as follows:

COMPULSORY LAW SUBJECTS

BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1111 Australian Administrative Law
BLB1114 Legal Research Methods
BLB1115 Torts
BLB1117 Contracts 2
BLB1118 Constitutional Law
BLB1219 Corporations Law 1
BLB1220 Legal Writing and Drafting
BLB1221 Legal Theory
BLB1222 Advocacy and Communication
BLB1224 Corporations Law 2
BLB1225 Real Property Law
BLB1226 Federal Constitutional Law
BLB1227 Dispute Resolution and Civil Procedure
BLB1228 Criminal Law
BLB1310 Interviewing and Negotiating Skills

PRESCRIBED LIST (B) – SELECT THREE SUBJECTS

BLB1116 Law, Discrimination and Society
BLB1223 Trade Practices Law and Policy
BLB1229 Intellectual Property Law
BLB1312 Securities Law
BLB1334 Comparative Commercial Law
BLB1335 Australian Employment Law
BLB1337 Asian Legal Systems
BLB1338 Conflict of Laws
BLB1410 Privacy and Media Law
BLB1411 International Trade Law
BLB1412 Advanced Legal Research Dissertation

CORE BUSINESS SUBJECTS

BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BEO1102 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMD1102 Management and Organisation Behaviour

SPECIALISATION SUBJECTS - ACCOUNTING

BAO1107 Accounting Information Systems
BAO2202 Financial Accounting
BAO2204 Management Accounting
BAO2203 Corporate Accounting
BAO3309 Advanced Financial Accounting
BAO3312 Advanced Management Accounting
BAO3306 Auditing

Bachelor of Laws/ Bachelor of Business in Applied Economics

(Combined Dgree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements in law and applied economics. The combined degree will equip graduates to obtain employment in law, business and government, in the economics sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.
Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject Structure as follows:

COMPULSORY LAW SUBJECTS
- BLB1101 - Australian Legal System in Context
- BLB1102 - Contracts 1
- BLB1113 - Australian Administrative Law
- BLB1114 - Legal Research Methods
- BLB1115 - Torts
- BLB1117 - Contracts 2
- BLB1118 - Constitutional Law
- BLB1219 - Corporations Law 1
- BLB1220 - Legal Writing and Drafting
- BLB1221 - Legal Theory
- BLB1222 - Advocacy and Communication
- BLB1224 - Corporations Law 2
- BLB1225 - Real Property Law
- BLB1226 - Federal Constitutional Law
- BLB1227 - Dispute Resolution and Civil Procedure
- BLB1228 - Criminal Law
- BLB1330 - Interviewing and Negotiating Skills
- BLB1331 - Lawyers and Legal Ethics
- BLB3127 - Dispute Resolution and Civil Procedure
- BLB3130 - Interviewing and Negotiating Skills
- BLB3131 - Lawyers and Legal Ethics
- BLB3134 - Taxation Law
- BLB3136 - Equity and Trust
- BLB4139 - Evidence

PRESCRIBED LIST (B) - SELECT THREE SUBJECTS
- BLB1116 - Law, Discrimination and Society
- BLB2123 - Trade Practices Law and Policy
- BLB3129 - Intellectual Property Law
- BLB3132 - Securities Law
- BLB3133 - Comparative Commercial Law
- BLB3135 - Australian Employment Law
- BLB4137 - Asian Legal Systems
- BLB4138 - Conflict of Laws
- BLB4140 - Privacy and Media Law
- BLB4141 - International Trade Law
- BLB4142 - Advanced Legal Research Dissertation

CORE BUSINESS SUBJECTS
- BAO101 - Accounting for Decision Making
- BCO1101 - Computer Applications
- BEU1103 - Microeconomic Principles
- BEU1104 - Macroeconomic Principles
- BEU1106 - Business Statistics
- BEH1171 - Introduction to Marketing
- BMG1102 - Management and Organisation Behaviour

SPECIALISATION SUBJECTS - APPLIED ECONOMICS
- BEU2254 - Statistics for Business and Marketing
- BEU2262 - Macroeconomic Analysis
- BEU2263 - Microeconomic Analysis
- BEU2283 - Applied Regression Analysis
- BEU2284 - Business Forecasting Methods
- BEU2289 - Quantitative Methods for Economics and Business
- BEU3066 - Economic Policy and Research
- BEU3080 - Applied Economic Research Project

ELECTIVES
One approved subject from the Faculty of Business and Law listing.

Bachelor of Laws/ Bachelor of Business in Electronic Commerce
(Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and electronic commerce. The combined degree will equip graduates to obtain employment in law, business and government, in the E-commerce sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject Structure as follows:

COMPULSORY LAW SUBJECTS
- BLB1101 - Australian Legal System in Context
- BLB1102 - Contracts 1
- BLB1113 - Australian Administrative Law
- BLB1114 - Legal Research Methods
- BLB1115 - Torts
- BLB1117 - Contracts 2
- BLB1118 - Constitutional Law
- BLB1219 - Corporations Law 1
- BLB1220 - Legal Writing and Drafting
- BLB1221 - Legal Theory
- BLB1222 - Advocacy and Communication
- BLB1224 - Corporations Law 2
- BLB1225 - Real Property Law
- BLB1226 - Federal Constitutional Law
- BLB1227 - Dispute Resolution and Civil Procedure
- BLB1228 - Criminal Law
- BLB1330 - Interviewing and Negotiating Skills
- BLB1331 - Lawyers and Legal Ethics
- BLB1334 - Taxation Law
- BLB1336 - Equity and Trust
- BLB4139 - Evidence

PRESCRIBED LIST (B) - SELECT THREE SUBJECTS
- BLB1116 - Law, Discrimination and Society
- BLB2123 - Trade Practices Law and Policy
UNDERGRADUATE STUDIES

BLB3129 Intellectual Property Law
BLB3132 Securities Law
BLB4135 Australian Employment Law
BLB4137 Asian Legal Systems
BLB4138 Conflict of Laws
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation

CORE BUSINESS SUBJECTS
BAO1101 Accounting for Decision Making
BCO1101 Computer Applications
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisational Behaviour

SPECIALISATION SUBJECTS - ELECTRONIC COMMERCE
(Development Stream)
BCO1141 Information Technology Management
BCO1147 Introduction to Programming
BCO2149 Database Systems
BCO2501 Electronic Commerce Business Interfaces
BCO3149 Computing Project

ELECTIVES
One approved subject from the Faculty of Business and Law Listing.

Bachelor of Laws/ Bachelor of Engineering
(Combined D gre)  

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in both law and the appropriate field of engineering. The double degree course will equip graduates to obtain employment in law, business and government, in major engineering organisations, at the Bar and elsewhere. It will improve learning by providing a fundamental framework for the application of legal and engineering concepts and ideas and their co-integration which will ensure the students are capable of engaging successfully in these professional areas in a commercial environment.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.

Bachelor of Laws/ Bachelor of Science
(Combined D gre)  

Course Objectives
The combined course will provide students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in both law and the appropriate field of science. The degree will equip graduates to obtain employment in law, business and government, in major scientific organisations, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.
In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

**Course Structure**
The structure of the course is as follows:

**YEAR ONE**
- BLB1110 Australian Legal System in Context
- BLB1114 Legal Research Methods
- plus 90 credit points from the appropriate Year 1 Science course

**YEAR TWO**
- BLB1102 Contracts 1
- BLB1117 Contracts 2
- plus 90 credit points from the appropriate Year 2 Science course

**YEAR THREE**
- BLB1115 Torts
- BLB1113 Australian Administrative Law
- plus 60 credit points from the appropriate Year 3 Science course

**YEAR FOUR**
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2123 Advocacy and Communication
- BLB2124 Corporations Law 2
- BLB2134 Taxation Law
- BLB2125 Real Property Law
- BLB2126 Federal Constitutional Law

**YEAR FIVE**
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB4136 Equity and Trust
- BLB4139 Evidence
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation

**Bachelor of Laws/ Bachelor of Business in International Trade (Combined Degree)**

**Course Objectives**
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and international trade. The combined degree will equip graduates to obtain employment in law, business and government, in the trade sector, at the bar and elsewhere.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

**Course Structure**
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject Structure as follows:

**COMPULSORY LAW SUBJECTS**
- BLB1110 Australian Legal System in Context
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB1119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2122 Advocacy and Communication
- BLB2123 Trade Practices Law and Policy
- BLB2124 Corporations Law 2
- BLB2125 Real Property Law
- BLB2126 Federal Constitutional Law
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB4136 Equity and Trust
- BLB4139 Evidence

**PRESCRIBED LIST (B) - SELECT THREE SUBJECTS**
- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB4135 Australian Employment Law
- BLB4137 Asian Legal Systems
- BLB4138 Conflict of Laws
- BLB4140 Privacy and Media Law
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation

**CORE BUSINESS SUBJECTS**
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1196 Business Statistics
- BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

SPECIALISATION SUBJECTS - INTERNATIONAL TRADE
BEO11252 International Business Context
BEO12254 Statistics for Business and Marketing
BEO3368 International Economic Theory
BEO3417 Finance of International Trade
BEO3430 International Economic Analysis
BEO3432 Strategic International Trade Operations
BEO3500 Applied Economic Research Project

ELECTIVES
One approved subject from Faculty of Business and Law listing.

Bachelor of Laws/ Bachelor of Business in Management
(Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and management. The combined degree will equip graduates to obtain employment in law, business and government, in the management sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject. Structure as follows:

COMPULSORY LAW SUBJECTS
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1113 Australian Administrative Law
BLB1114 Legal Research Methods
BLB1115 Torts
BLB1117 Contracts 2
BLB1118 Constitutional Law
BLB1219 Corporations Law 1
BLB1220 Legal Writing and Drafting
BLB1221 Legal Theory
BLB1222 Advocacy and Communication
BLB1224 Corporations Law 2
BLB1225 Real Property Law
BLB1226 Federal Constitutional Law

BMO1192 Business Communications
BMO2181 Operations Management
BMO3220 Human Resource Management
BMO3422 Strategic Management
BMO3520 Interpersonal and Organisation Negotiation
BMO3527 Organisation Change and Development
BMO3792 Business Ethics*
BMO4422 Innovation and Entrepreneurship
*or students may select either Managing the Service Organisation or Managing A Dynamic System

ELECTIVES
One approved subject from Faculty of Business and Law listing.

Bachelor of Laws/ Bachelor of Business in Marketing
(Combined Degree)

Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and marketing. The combined degree will equip graduates to obtain employment in law, business and government, in the marketing sector, at the Bar and elsewhere.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.
Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject. Structure as follows:

### COMPULSORY LAW SUBJECTS
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1111 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Tort
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB1219 Corporations Law 1
- BLB1220 Legal Writing and Drafting
- BLB1221 Legal Theory
- BLB1222 Advocacy and Communication
- BLB1224 Corporations Law 2
- BLB1225 Real Property Law
- BLB1226 Federal Constitutional Law
- BLB1227 Dispute Resolution and Civil Procedure
- BLB1228 Criminal Law
- BLB1310 Interviewing and Negotiating Skills
- BLB1311 Lawyers and Legal Ethics
- BLB134 Time Management
- BLB1430 Equity and Trust
- BLB1439 Evidence

### PRESCRIBED LIST (B) - SELECT THREE SUBJECTS
- BLB1116 Law, Discrimination and Society
- BLB1213 Trade Practices Law and Policy
- BLB1229 Intellectual Property Law
- BLB1312 Securities Law
- BLB1331 Comparative Commercial Law
- BLB1335 Australian Employment Law
- BLB1347 Asian Legal Systems
- BLB1438 Conflict of Laws
- BLB1440 Privacy and Media Law
- BLB1441 International Trade Law
- BLB1442 Advanced Legal Research Dissertation

### CORE BUSINESS SUBJECTS
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEU1003 Microeconomic Principles
- BEU1004 Macroeconomic Principles
- BEU1006 Business Statistics
- BHO1171 Introduction to Marketing
- BHO1102 Management and Organisational Behaviour

### SPECIALISATION SUBJECTS - MARKETING
- BEU2254 Statistics for Business and Marketing
- BHO2253 Product and Pricing Strategy
- BHO2255 Marketing Research
- BHO2343 Consumer Behaviour
- BEO2106 Distribution Management
- BHO2200 Advertising and Public Relations
- BHO2354 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

### ELECTIVES
- One approved subject from the Faculty of Business and Law listing.

**Bachelor of Laws/ Bachelor of Business in Tourism Management**

*(Combined Degree)*

**Course Objectives**
The aim of the course is to develop highly skilled and employable graduates who have a well-balanced combination of core business, specialist law and tourism, and generic skills and knowledge. This will enable them to be successful and effective managers in the legal professional and/or the tourism industry or any other chosen field they enter. The key attributes of these graduates will be critical and reflective thinking, creative problem solving, effective communication, adaptability to change, sensitivity to cultural and social differences, numeracy and proficiency in the use of technology.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

**Course Structure**
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject. Structure as follows:

### COMPULSORY LAW SUBJECTS
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1111 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Tort
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB1219 Corporations Law 1
- BLB1220 Legal Writing and Drafting
- BLB1221 Legal Theory
- BLB1222 Advocacy and Communication
- BLB1224 Corporations Law 2
- BLB1225 Real Property Law
- BLB1226 Federal Constitutional Law
- BLB1227 Dispute Resolution and Civil Procedure
- BLB1228 Criminal Law
- BLB1310 Interviewing and Negotiating Skills
- BLB1311 Lawyers and Legal Ethics
- BLB134 Time Management
- BLB1430 Equity and Trust
- BLB1439 Evidence
### UNDERGRADUATE STUDIES

#### Prescribed List (B) - Select Three Subjects
- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3128 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB3135 Australian Employment Law
- BLB4137 Asian Legal Systems
- BLB4138 Conflict of Laws
- BLB4140 Privacy and Media Law
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation

#### Core Business Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

#### Specialisation Subjects - Tourism Management
- BHO1190 Introduction to Tourism
- BHO1192 Travel Industry Management
- BHO3436 International Tourism Trends and Issues
- BHO3255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3500 Hospitality and Tourism Industry Project

#### Tourism Support Subjects
- BHO2254 Tourism and Hospitality Marketing
- BHO3471 Human Relations

#### Electives
- One approved subject from the Faculty of Business and Law listing.

### Bachelor of Laws/ Bachelor of Business in Music Industry (Combined Degree)

#### Course Objectives
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and music industry. The combined degree will equip graduates to obtain employment in law, business and government, in the music industry sector, at the Bar and elsewhere.

#### Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English - score of 5.

#### Course Duration
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

### Course Structure
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject.

The structure of the course is as follows:

#### Compulsory Law Subjects
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1113 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1116 Contracts 2
- BLB1117 Constitutional Law
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2122 Advocacy and Communication
- BLB2123 Corporations Law 2
- BLB2124 Real Property Law
- BLB2125 Federal Constitutional Law
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB4136 Equity and Trust
- BLB4137 Evidence

#### Prescribed List (B) - Select Three Subjects
- BLB1116 Law, Discrimination and Society
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB4135 Australian Employment Law
- BLB4137 Asian Legal Systems
- BLB4138 Conflict of Laws
- BLB4140 Privacy and Media Law
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation

#### Core Business Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

#### Specialisation Subjects - Music Industry
- BEO2400 Music Industry Economics
- BLO2401 Music Industry Law
- BMO2402 Music Industry Management
- BHO2403 Music Industry Marketing
- BEO3404 International Aspects of the Music Industry
- BMO3405 Live Performance Management
- BEO3007 The Economics of Copyright and Music Publishing
- BEO3500 Applied Economics Research Project

#### Electives
- One approved subject from the Faculty of Business and Law listing.
Bachelor of Business in Commercial Law

Course Objectives
The course aims to provide a foundation in Commercial Law for business professionals. The course will provide graduates with an appreciation of the legal context of business management and strategy.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile; or
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisational Behaviour

Specialisation Subjects - Commercial Law
- BLO2205 Corporate Law
- BLO2206 Taxation Law and Practice
- BLO2300 Commercial Law

plus any three of the following subjects:
- BLO2351 Legal Topics A
- BLO2352 Legal Topics B
- BLO2207 Employment Law
- BLO3351 Advanced Taxation Law and Practice
- BLO3352 Administrative Law
- BLO3452 Tourism Law
- BLO3461 Law of Financial Institutions and Securities
- BLO2233 Health and Safety Law
- BLO2250 Law of Insolvency

Electives
Ten electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.
BLO3313 Advanced Taxation Law and Practice
BLO3332 Administrative Law
BLO1452 Tourism Law
BLO3405 Law of Financial Institutions and Securities
BLO2233 Health and Safety Law
BLO3250 Law of Insolvency
Support Subject - Accounting
BAO3306 Auditing
BAO3307 Corporate Finance
Electives
Two electives chosen with the approval of the course coordinator.

Bachelor of Arts Legal Studies

Course Objectives
The three year Bachelor of Arts (Legal Studies) degree aims to provide a broad education in aspects of the law and a variety of legal issues which complement studies in arts and social sciences. The course also provides opportunity for students to pursue related studies as electives. The degree equips graduates to more effectively compete in the employment market for those positions in the private and public sectors which Arts graduates have traditionally pursued, that is, in the broad field of administration, research, and personnel work. It also equips graduates to compete for positions in the recently emerged and rapidly growing ‘paralegal’ field in the commercial setting of law firms and in the relevant public sector agencies, providing legal assistance to law professionals. The degree is not aimed at, nor does it qualify students for, admission to practise as a solicitor or barrister of the Supreme Court of Victoria.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
International English Language Testing System – overall band score of 6–7 subject to individual profile; or
Test of English as a Foreign Language - score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent.

Course Structure
The structure of the course is as follows:

Arts Subjects
Six subjects chosen from one of the following areas:
Asian Studies
Cultural Studies
History
Histories of the Present
Political Science
Sociology
Urban Studies
plus four other Arts subjects

Faculty of Business and Law Subjects
Eight subjects in Law from the following:
BLO1105 Business Law (compulsory)
BLO2158 Introduction to Law
BLO1452 Tourism Law
BLO2205 Corporate Law
BLO2206 Taxation Law and Practice
BLO2207 Employment Law
BLO2233 Health and Safety Law
BLO2300 Commercial Law
BLO2500 Environmental Law
BLO2501 Land Law
BLO332 Administrative Law
BLO3351 Legal Topics A
BLO3352 Legal Topics B
BLO3500 Comparative Law (compulsory)
BLB1111 Australian Legal Systems in Context
BLB1116 Law, Discrimination and Society
BLO2406 Cyber Law
Electives
Two electives from within the Faculty of Business and Law and approved by the Course Co-ordinator.

Prizes
The following prizes may be available to students:

BUTTERWORTHS PRIZES
The eight best first year commercial law students.
The eight best second year commercial law students.

KEN BILLING PRIZE
Best graduating student in law subjects in the Bachelor of Business in Accounting.

TONY COSGROVE MEMORIAL PRIZE
Best first year students in the Bachelor of Business in Accounting: Business Law.
Bachelor of Business in Management

Course Objectives
The course enables students to study a generic Management degree as well as being able to select the more traditional vocational electives of human resource management, service and operations management or industrial relations.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BLO1105 Business Law
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation - Management
- BMO1192 Business Communication
- BMO2181 Operations Management
- BMO3320 Interpersonal and Organisation Negotiation
- BMO3362 Business Ethics
- BMO3422 Strategic Management
- BMO4422 Innovation and Entrepreneurship

Support Subjects - Management
- BMO3220 Human Resource Management
- BMO3327 Organisation Change and Development

Electives
Eight approved subjects.

Bachelor of Business in Human Resource Management

Course Objectives
The course will provide students with the opportunity to study a specialist human resource management course, while still being able to select electives in the more generic management, and vocational electives of industrial relations, service and operations management.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6–7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BLO1105 Business Law
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Human Resource Management
- BMO3323 Employee Relations Management
- BMO3324 Consulting and Counselling
- BMO3325 Human Resource Management Evaluation
- BMO3420 Human Resource Information Systems
- BMO3476 Training and Development
- BLO2207 Employment Law

Support Subjects - Human Resource Management
- BMO1192 Business Communication
- BMO3220 Human Resource Management

Electives
Eight approved subjects.

Students are recommended to undertake the following as two of their elective subjects:
- BMO3320 Interpersonal and Organisation Negotiation
- BMO3327 Organisation Change and Development
Bachelor of Business in Service and Operations Management

Course Objectives
The course provides students with a sound platform of learning in the principles and practice of operations and service management. It will improve learning by providing a fundamental framework for the application of operations management concepts and ideas which will ensure that students are capable of engaging successfully in these professional areas.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed an approved course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1100: Accounting for Decision Making
- BCO1101: Computer Applications
- BEG1106: Business Statistics
- BEO1106: Business Statistics
- BEO1103: Microeconomic Principles
- BEO1104: Macroeconomic Principles
- BLO1105: Business Law
- BHO1171: Introduction to Marketing
- BMO1102: Management and Organization Behaviour
- BMO1192: Business Communication
- BMO1109: Managing Knowledge
- BMO2354: Conferences and Meetings Management
- BMO3320: Interpersonal and Organization Negotiation
- BMO3421: Managing the Service Organization
- BMO3422: Strategic Management
- BMO2181: Operations Management
- BMO2184: Operations Support Systems
- BMO2202: Materials Management and Distribution
- BMO3381: Manufacturing Decision Analysis
- BMO3382: International Management
- BMO4422: Innovation and Entrepreneurship

Support Subjects
- BMO3220: Human Resource Management
- BMO3327: Organization Change and Development

Electives
Two approved subjects.

Bachelor of Business Strategic and Financial Management

(Joint Degree)

Course Objectives
The course aims to provide students with a focused program of study and learning designed to develop strong knowledge, skills and competencies in strategic management and financial management.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a course of study at Year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile;
- Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

Course Duration
The course is offered over three years on a full-time basis or over six years on a part-time basis. A year of Co-operative Education is optional and if chosen, the course would take four years full-time or part-time equivalent.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure
The structure of the course is as follows:

Core Subjects
- BAO1101: Accounting for Decision Making
- BCO1101: Computer Applications
- BMO1102: Management and Organization Behaviour
- BEO1103: Microeconomic Principles
- BEO1104: Macroeconomic Principles
- BHO1171: Introduction to Marketing
- BLO1105: Business Law
- BEO1106: Business Statistics
- BMO1107: Accounting Information Systems
- BMO2181: Operations Management
- BMO2202: Materials Management and Distribution
- BMO3381: Manufacturing Decision Analysis
- BMO3382: International Management
- BMO4422: Innovation and Entrepreneurship

Specialisation Subjects - Financial Management
- BAO1100: Accounting for Decision Making
- BMO1102: Management and Organization Behaviour
- BMO1192: Business Communication
- BMO2181: Operations Management
- BMO2184: Operations Support Systems
- BMO2202: Materials Management and Distribution
- BMO3381: Manufacturing Decision Analysis
- BMO3382: International Management
- BMO4422: Innovation and Entrepreneurship

Support Subjects
- BMO3220: Human Resource Management
- BMO3327: Organization Change and Development

Electives
Two approved subjects.
Bachelor of Laws/ Bachelor of Business in Management  
(Combined Degree)

**Course Objectives**
The course will provide students with a broad ranging program of study and learning aimed at satisfying academic and professional requirements for law and management. The combined degree will equip graduates to obtain employment in law, business and government, in the management sector, at the Bar and elsewhere.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent. 

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6–7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over five years on a full-time basis, or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 600 credit points through academic study to graduate.

**Course Structure**
Student must successfully complete twenty-one compulsory core subjects, three approved subjects from prescribed list (B), seven core business subjects, eight business specialisation subjects and one approved elective subject.

The structure of the course is as follows:

**COMPULSORY LAW SUBJECTS**
- BLB1101: Australian Legal System in Context
- BLB1102: Contracts 1
- BLB1113: Australian Administrative Law
- BLB1114: Legal Research Methods
- BLB1115: Torts
- BLB1117: Contracts 2
- BLB1118: Constitutional Law
- BLB2119: Corporations Law 1
- BLB2120: Legal Writing and Drafting
- BLB2121: Legal Theory
- BLB2122: Advocacy and Communication
- BLB2123: Corporations Law 2
- BLB2125: Real Property Law
- BLB2126: Federal Constitutional Law
- BLB2127: Dispute Resolution and Civil Procedure
- BLB2128: Criminal Law
- BLB3130: Interviewing and Negotiating Skills
- BLB3131: Lawyers and Legal Ethics
- BLB3132: Taxation Law
- BLB4136: Equity and Trust
- BLB4139: Evidence

**PRESCRIBED LIST (B) - SELECT THREE SUBJECTS**
- BLB1116: Law, Discrimination and Society
- BLB2121: Trade Practices Law and Policy
- BLB3129: Intellectual Property Law
- BLB3312: Securities Law
- BLB3333: Comparative Commercial Law
- BLB4135: Australian Employment Law
- BLB4137: Asian Legal Systems
- BLB4138: Conflict of Laws
- BLB4140: Privacy and Media Law
- BLB4141: International Trade Law
- BLB4142: Advanced Legal Research Dissertation

**CORE BUSINESS SUBJECTS**
- BAO1101: Accounting for Decision Making
- BCO1101: Computer Applications
- BEO1103: Microeconomic Principles
- BEO1104: Macroeconomic Principles
- BEO1106: Business Statistics
- BHO1171: Introduction to Marketing
- BMO1102: Management and Organisation Behaviour

**SPECIALISATION SUBJECTS - MANAGEMENT**
- BMO1152: Business Communications
- BMO2181: Operations Management
- BMO3220: Human Resource Management
- BMO3422: Strategic Management
- BMO3520: Interpersonal and Organisation Negotiation
- BMO3227: Organisation Change and Development
- BMO3292: Business Ethics
- BMO4422: Innovation and Entrepreneurship

**ELECTIVES**
One approved subject from the Faculty of Business and Law listing.

Bachelor of Business  
Hospitality Management/ 
Human Resource Management  
(Joint Degree)

**Course Objectives**
The course aims to combine the academic specialisations of the constituent undergraduate degrees to provide students with a sound education in the principles and practices of the discipline areas of human resource management and hospitality studies.

**Admission Requirements**
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent. 

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6-7 subject to individual profile; or Test of English as a Foreign Language – score of 550, plus a Test of Written English – score of 5.

**Course Duration**
The course is offered over four years on a full-time basis or part-time equivalent and includes a compulsory year of Co-operative Education.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. Co-operative Education is an additional 120 credit points required for graduation.
Course Structure

The structure of the course is as follows:

Students are required to complete the following program of study:

8 core subjects (common to all Faculty of Business and Law courses);
6 management specialist subjects;
2 support subjects;
6 hospitality specialist subjects; and
2 electives.

Core Subjects

- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1101 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation - Human Resource Management

- BMO3223 Employee Relations Management
- BMO3324 Consulting and Counselling
- BMO3325 Human Resource Management Evaluation
- BMO3420 Human Resource Information Systems
- BMO3475 Training and Development
- BLO2207 Employment Law

Specialisation - Hospitality

- BHO1121 Food and Beverage Management I
- BHO1122 Food and Beverage Management II
- BHO2282 Accommodation Management
- BHO3500 Hospitality and Tourism Industry Project
- BHO3501 Hospitality Facilities Planning and Development

Support Subjects

- BMO1192 Business Communication
- BMO3220 Human Resource Management
- BHO3473 Human Relations
- BAO1106 Accounting for Hospitality and Tourism Managers

Bachelor of Business Management/Marketing

(Joint Degree)

Course Objectives

The course aims to provide students with a broad based general business qualification and provide a framework on which participant can build personal competencies. The course will allow graduates to engage effectively in the management process and utilise a broad range of professional managerial and marketing competencies.

Admission Requirements

To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System - overall band score of 6-7 subject to individual profile; or
- Test of English as a Foreign Language - score of 550, plus a Test of Written English - score of 5.

Course Duration

The course is offered over three years on a full-time basis or part-time equivalent. A year of Co-operative Education is optional and, if chosen, the course would take four years full-time or part-time equivalent to complete.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate. If undertaking Co-operative Education an additional 120 credit points is required for graduation.

Course Structure

The structure of the course is as follows:

Core Subjects

- BAO1101 Accounting for Decision Making
- BCO1101 Computer Applications
- BLO1105 Business Law
- BEO1101 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Human Resource Management

- BMO3223 Employee Relations Management
- BMO3324 Consulting and Counselling
- BMO3325 Human Resource Management Evaluation
- BMO3420 Human Resource Information Systems
- BMO3475 Training and Development
- BLO2207 Employment Law

Specialisation Subjects - Hospitality

- BHO1121 Food and Beverage Management I
- BHO1122 Food and Beverage Management II
- BHO2282 Accommodation Management
- BHO3500 Hospitality and Tourism Industry Project
- BHO3501 Hospitality Facilities Planning and Development

Support Subjects

- BMO1192 Business Communication
- BMO3220 Human Resource Management
- BHO3473 Human Relations
- BAO1106 Accounting for Hospitality and Tourism Managers

Bachelor of Arts - Psychology/Bachelor of Business-Human Resource Management

(Combined Degree)

Course Objectives

The course aims to provide a thorough educational experience to students by exposing them to the psychological and managerial
forces that have shaped and continue to shape Australia's institutions. The course focuses on management, psychological and research competencies with particular emphasis on human resource issues. It is anticipated that graduates will find employment in human resource schools, training, community service organisations, market research agencies and government schools.

Note: The School of Psychology is the controlling body for administration of the course.

Any inquiries regarding the course should be made through the Course Co-ordinator in the School of Psychology located at the St Albans Campus.

For details of psychology subjects please refer to the Faculty of Arts Handbook 2002.

Admission Requirements
To qualify for admission to the course, applicants must have successfully completed the Victorian Certificate of Education with at least a grade of D in English.

Those who do not meet this criteria may be eligible to apply under the Alternative Category Entry scheme.

Course Duration
The Bachelor of Arts Psychology/Bachelor of Business Human Resource Management (Combined Degree) will be offered over eight (8) semesters on a full-time basis or part-time equivalent. Students must complete 480 credit points through academic study to graduate.

Course Structure
Faculty of Arts
Psychology - Specialisation
APP1012 Psychology 1A
APP1013 Psychology 1B
APP2011 Psychology 2A
APP2014 Psychology 2B
APP3011 Psychology 3A (full year subject)
APP3012 Psychology 3B (full year subject)

Seven Faculty of Arts subjects including one major selected from:
Advanced English for Speakers of Other Languages
Chinese
Communication Studies
Community Development
Cultural Studies
History
Histories of the Present
Indonesian
Japanese
Literary Studies
Media Studies
Political Science
Professional Writing
Social Research Methods
Sociology
Spanish

Faculty of Business and Law
Core Subject - Business
BLO1105 Business Law
BEO1101 Microeconomic Principles
BEO1104 Macroeconomic Principles
BMO1102 Management and Organisation Behaviour
BGO1101 Computer Applications

BAO1101 Accounting for Decision Making
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO3476 Training and Development
BLO2207 Employment Law
BMO3420 Human Resource Information Systems
BMO3323 Employee Relations Management
BMO3325 Human Resource Management Evaluation
BMO3324 Consultancy and Counselling

Support Subjects - Human Resource Management
BMO3320 Human Resource Management
BMO3422 Strategic Management
Electives
One recommended business elective
BMO3327 Organisation Change and Development

Bachelor of Business-Management/ Bachelor of Arts - Sports Administration
(Combined Degree)

Course Objectives
The primary aim of the course is to provide students with both a sound knowledge and critical appreciation of the structure and practices of the Australian sports and events industry, and have students develop a broad range of vocational skills which can be used directly to assist in the development of organisations and their capacity to meet the needs of members, players and other significant stakeholders.

The secondary aim of the course is to give students a variety of specific competencies which can be used in paid management positions in the above fields. These competencies will include:

(a) having a good working knowledge of the structure and operation of the Australian sport system, an appreciation of the political, commercial, cultural and legal context in which sporting administrators operate, and an understanding of how Australian sport and recreation fits into the global leisure system;

(b) being able to plan and organise the activities of an office or major administrative function in a sporting setting with an emphasis on planning, budgeting, financial management, human resource management, record keeping, scheduling, and member/player/client relations;

(c) having a sound knowledge of the communication process, and the ways in which speech, text and video can be used to market, promote and evaluate sporting activities and programs; and

(d) being able to plan, finance, organise and market special sporting and major events, to evaluate their success and to assess their impact on the host community.

Note: The School of Human Movement Recreation and Performance is the controlling body for administration of the course.

Any inquiries regarding the course must be made through the Course Co-ordinator of the School of Human Movement Recreation and Performance, located at the Sunbury Campus.

For subject details please refer to the Faculty of Human Development Handbook 2002.
**Admission Requirements**

To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education with a pass in Unit 3 and 4 English, or equivalent.

Those who do not meet this criteria may be eligible to apply under the Alternative Category Entry scheme.

**Course Duration**

The Bachelor of Business - Management/Bachelor of Arts - Sports Administration (Combined Degree) will be offered over eight semesters on a full-time basis or part-time equivalent. Students must complete 480 credit points through academic study to graduate.

**Course Structure**

The course consists of eight Core Business subjects, twenty two Sports Administration specialist subjects, five Business Support subjects, one Elective and six Human Resource Management specialisation subjects or six Service Management specialisation subjects.

The course structure is as follows:

<table>
<thead>
<tr>
<th>Core Business Subjects</th>
<th>Sports Administration Subjects</th>
<th>Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td>BLO1105 Business Law</td>
<td>HPS2115 Sport, History and Culture</td>
<td>BMO3420 Human Resource Information Systems</td>
</tr>
<tr>
<td>BEU1103 Microeconomic Principles</td>
<td>HPS1112 Oral &amp; Interpersonal Communication in Sport Org</td>
<td>BMO3324 Consulting and Counselling</td>
</tr>
<tr>
<td>BMO1102 Management and Organisation Behaviour</td>
<td>HPS1113 Introduction to Sports Administration</td>
<td>BMO3325 Human Resource Management Evaluation</td>
</tr>
<tr>
<td>BCO1101 Computer Applications</td>
<td>HPS1115 Sport, Politics and Government</td>
<td>BMO3422 Strategic Management</td>
</tr>
<tr>
<td>BEU1104 Macroeconomic Principles</td>
<td>ACA1001 Introduction to Writing</td>
<td>Support Subject - Service Management Specialisation</td>
</tr>
<tr>
<td>BEU1106 Business Statistics</td>
<td>BLO9211 Sport Law and the Athlete</td>
<td>BMO2354 Conference and Meetings Management</td>
</tr>
<tr>
<td>BHO1171 Introduction to Marketing</td>
<td>HPS9211 Sport Career Development Seminar 1</td>
<td>BMO1110 Managing Knowledge</td>
</tr>
<tr>
<td>BAO1101 Accounting for Decision Making</td>
<td>HPS9212 Sport Career Development Placement 1</td>
<td>BMO3320 Interpersonal and Organisation Negotiation</td>
</tr>
<tr>
<td>HPS3113 Introduction to Sports Administration</td>
<td>HPS9211 Sport Career Development Seminar 2</td>
<td>BMO3422 Strategic Management</td>
</tr>
<tr>
<td>BMO3112 Human Resource Management Evaluation</td>
<td>HPS9212 Sport Career Development Placement 2</td>
<td>BMO3421 Managing the Service Organisation</td>
</tr>
<tr>
<td>BMO3113 Human Resource Management Specialisation</td>
<td>HPS9211 Sport Career Development Placement 3</td>
<td>BMO4422 Innovation and Entrepreneurship</td>
</tr>
<tr>
<td>BMO3114 Human Resource Management Specialisation</td>
<td>HPS9212 Sport Career Development Placement 4</td>
<td>Support Subject - Service Management Specialisation</td>
</tr>
<tr>
<td>BMO3115 Human Resource Management Specialisation</td>
<td>HPS9213 Sport Career Development Placement 5</td>
<td>BMO3328 Health and Safety Management</td>
</tr>
<tr>
<td>Business Support Subjects - Compulsory</td>
<td>(for more information on Vocational Electives please contact the Faculty of Business and Law)</td>
<td>Elective</td>
</tr>
<tr>
<td>BHO1285 Market Research</td>
<td>BMO3320 Human Resource Management Evaluation</td>
<td>One general elective from the Faculty of Human Development or Faculty of Business and Law</td>
</tr>
<tr>
<td>BCO1141 Information Technology Management</td>
<td>Support Subject - Human Resource Management Specialisation</td>
<td>Support Subject - Service Management Specialisation</td>
</tr>
<tr>
<td>BMO3327 Organisation Change and Development</td>
<td>BMO3422 Strategic Management</td>
<td>BMO3328 Health and Safety Management</td>
</tr>
</tbody>
</table>

**Bachelor of Business (Honours) in Management**

**Course Objectives**

The course provides students who have high level results in the first three years of undergraduate study with an opportunity to undertake in School theoretical studies and to gain supervised research experience which will enhance their competencies in their chosen vocational field. The course also aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of their chosen area of specialisation and business in general.

Upon successful completion of the honours program, students are encouraged to continue their studies within the Faculty research program by studying for a masters or PhD degree.

Those who choose to enter the workforce will have gained recognition of their meritorious performance and acquired specialist knowledge and competencies beyond those attained by students who have completed a three year bachelor degree.

**Admission Requirements**

To qualify for admission to the course students must have completed an undergraduate degree with a specialisation within the management discipline or its equivalents so that they are prepared for advanced studies in the discipline.

Those who choose to enter the workforce will have gained recognition of their meritorious performance and acquired specialist knowledge and competencies beyond those attained by students who have completed a three year bachelor degree.

**Course Duration**

The course is offered on a full-time basis over one year and on a part-time basis over two years. Students must complete 120 credit points through academic study in order to graduate. The research thesis has a value of 60 credit points, all other subjects carry a value of 15 credit points.

**Course Structure**

The course comprises four coursework subjects together with a research thesis equivalent to four subjects. Students may be granted permission to enrol in an approved honours or coursework masters subject offered by the School of Management or another School in the Faculty of Business and Law.

**Full-time**

BMO4430 Research Methods
BMO4420 Organisation Behavior and Analysis
BMO4423 Strategic Analysis, or an approved elective
BMO4422 Innovation and Entrepreneurship, or an approved elective
BMO4400 Honours thesis

Part-time

Year 1
BMO4430 Research Methods
BMO4420 Organisation Behaviour and Analysis
BMO4423 Strategic Analysis, or an approved elective
BMO4422 Innovation and Entrepreneurship, or an approved elective

Year 2
BMO4401 Honours Thesis

Prizes

The following prizes may be available to students:

AUSTRALIAN INSTITUTE OF MANAGEMENT PRIZES
Best first year student in the Graduate Diploma in Industrial Relations.
Best graduating student in Master of Business in Management (Coursework).

AUSTRALIAN HUMAN RESOURCES INSTITUTE PRIZE
Best graduating student in the Bachelor of Business in Management (Human Resource Development and Management).
Best student in the Masters in Training and Change Management.

RUMPF FOUNDATION PRIZES
Most outstanding first year student in Bachelor of Business in Management.
Best graduating student in Bachelor of Business in Management, Sunbury Campus.
Best graduating student in the Master of Business in Management (Coursework and Thesis), Bachelor of Business in Management (Footscray Park Campus).

SCHOOL OF MANAGEMENT PRIZE
Bachelor of Business in Management with an administrative specialisation.

WYN Care PRIZES
Best graduating student in Bachelor of Business in the subject Innovation and Entrepreneurship.
Best graduating Master of Business student in the subject Managing Innovation and Entrepreneurship.
Undergraduate Subject Details

Assessment details for each of the following subjects are as specified in this Handbook unless alternatives are agreed as provided in the subject outline which is distributed in the first class of the semester:

**BAO1101 ACCOUNTING FOR DECISION MAKING**

**Campus:** Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong

**Prerequisite(s):** Nil

**Content:** The objectives of the subject are to provide a basis for further accounting studies, yet meet the needs of students from other areas of business studies; to introduce students to basic accounting concepts and selected accounting practices; and to introduce students to the role of, and the processes involved in planning and decision making within the business environment. Topics include: introduction to the roles of accounting, management planning and decision making; accounting concepts; cash and accrual accounting; financial statements; accruals and cash controls; management accounting; and accounting for partnerships.

**Required Reading:** Atrill, P., McLaney, E., and Harvey, D., 2000, Accounting: An Introduction, Prentice Hall.

**Assessment:** Internal assessment, 70%; final examination, 30%.

**Class Contact:** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**BAO1106 ACCOUNTING FOR HOSPITALITY AND TOURISM INDUSTRIES**

**Campus:** Footscray Park, Werribee, Sunbury, Kuala Lumpur, Hong Kong

**Prerequisite(s):** BAO1101 Accounting for Decision Making.

**Content:** This subject will provide students with an understanding of why and how accounting information is prepared and the broad principles underlying its preparation, with major emphasis on preparation of general purpose income statements and balance sheets. Topics include: introduction to accounting; elements of accounting statements; accrual accounting; and the accounting cycle; accounting for merchandising operations; introduction to accounting systems; cash and cash controls; accounting for receivables, inventories, and non-current assets; accounting for partnerships; and, introduction to computerised financial accounting systems.


**Assessment:** Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO1107 ACCOUNTING INFORMATION SYSTEMS**

**Campus:** Footscray Park, Sunbury, Werribee, Kuala Lumpur

**Prerequisite(s):** BAO1101 Accounting for Decision Making.

**Content:** This subject aims to inform and challenge students to develop the knowledge and skills required to form a better understanding of the small enterprise sector. Topics include an overview of small business in Australia; the relationship between small business and economic development; the characteristics of an entrepreneur; causes of small business success and failure; and sources of assistance for small enterprise operators.

**Required Reading:** Peacock, R., 1999, Understanding Small Business: Practice, Policy, and Research, Bookshelf Publications.

**Assessment:** Internal assessment, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO2100 INTRODUCTION TO SMALL ENTERPRISE**

**Campus:** Footscray Park

**Prerequisite(s):** Nil

**Content:** This subject aims to help students understand the small business sector and the role of small businesses in the Australian economy. Topics include the small business sector in Australia, the characteristics of small business, and the role of small businesses in the national economy.

**Required Reading:** Inouye, J., and Edwards, L., 2000, Financial Accounting, Prentice Hall.

**Assessment:** Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO2202 FINANCIAL ACCOUNTING**

**Campus:** Footscray Park, Werribee, Sunbury, Kuala Lumpur

**Prerequisite(s):** BAO1107 Accounting Information Systems.

**Content:** This subject introduces students to the role of, and the processes involved in planning and decision making within the business environment. Topics include: introduction to accounting; elements of accounting statements; accrual accounting; and the accounting cycle; accounting for merchandising operations; introduction to accounting systems; cash and cash controls; accounting for receivables, inventories, and non-current assets; accounting for partnerships; and, introduction to computerised financial accounting systems.

**Required Reading:** Atrill, P., McLaney, E., and Harvey, D., 2000, Accounting: An Introduction, Prentice Hall.

**Assessment:** Internal assessment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
**BAO2201 CORPORATE ACCOUNTING**

**Campus** Footscray Park, Werribee, Kuala Lumpur

**Prerequisite(s)**

BAO2202 Financial Accounting; BLO2205 Corporate Law.

**Content** This subject is concerned with how and why corporations report to the many and varied users of accounting information. For this information to be useful it is argued that the information disclosed by corporations should possess certain qualitative characteristics. This subject covers the general structure underlying corporate reporting as well as more specific examples of corporate accounting practices designed to give the financial report user useful information on which to make economic decisions. Topics include: accounting for investments in companies, issue and restructuring of share capital, and company liquidations.

**Required Reading**

Deegan, C., A provincial handbook, 3rd edn, John Wiley and Sons Inc.

**Assessment**

Internal assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO2208 COMPUTERISED ACCOUNTING INFORMATION SYSTEMS**

**Campus** Footscray Park, Werribee

**Prerequisite(s)**

BAO1101 Accounting Information Systems; BCO1101 Computer Applications.

**Content** This subject aims to develop an understanding of the role of electronic commerce in accounting information systems. Topics include: the role of electronic commerce in accounting information systems. Topics include: the role of accounting in EC, EC & Transaction Processing, EC & Accounting Software, EC Integration with the...
BAO2440 PERSONAL INVESTMENT AND SUPERANNUATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content: The subject provides an overview of the principles of personal investment and superannuation and provides an understanding of the environment in which the Australian Superannuation industry operates. At the completion of this subject, students should be able to: understand the operation of the Australian superannuation market; explain the nature of funds and the differing benefits offered; review the prudential regulations and tax legislation applicable to superannuation funds; produce personal investment plans; evaluate the benefits of different superannuation plans in different circumstances.

Required Reading: Beal and McKeown, Personal Finances, 1st edn, John Wiley.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Internal assessment, 30%; Final Examination, 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO2500 TRANSPORT FINANCIAL PLANNING

Campus Footscray Park, Werribee.

Prerequisite(s) BAO1101 Accounting for Decision Making.

Content: This subject is designed to develop knowledge and understanding of the financial planning for the transport industry and operations. Topics include: elements of cost for a transport project; types of infrastructure development; direct, operation and maintenance costs; design and development of transport infrastructure; financial mathematics; DCF; long term financial planning; public sector finance; regulatory environment; contract and regulatory risks; the role of government in the transport sector; regulatory frameworks and policies; and the economic impacts of transport projects.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Internal assessment, 30%; Final Examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO3202 BUSINESS ETHICS

Campus Footscray Park, Werribee.

Prerequisite(s) All core subjects. This subject is normally taken in the final year.

Content: The overall aim of the subject is to promote ethical awareness in business decision making processes, so that students are sensitised to ethical issues embedded in the complexity of business activities. The subject helps to foster an environment where business situations with potentially unethical dimensions can be openly discussed and resolved to the best interests of all concerned. By studying the subject, students should be able to competently and responsibly arrive at well-informed and ethically conscious decisions. The subject covers the basic theory of ethics to the extent of its relevance to practical decision making processes as a guide. The following topics will be discussed: teaching ethics in tertiary education; why are ethics necessary?; defining ethics in business, setting a tone at the top of the organisation, leadership and communication in the form of codes of conduct within an organisation; the process of making ethical decisions, ethical issues in business activities; environmental influences, the individual, law and regulations, values and culture; the decision making process, ethical issues in business, setting a tone at the top of the organisation, leadership and communication in the form of codes of conduct within an organisation; the process of making ethical decisions, ethical issues in business activities; environmental influences, the individual, law and regulations, values and culture; the decision making process, ethical issues in business activities; environmental influences, the individual, law and regulations, values and culture.

Assessment: Internal assessment, 100%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO3300 THE ENTERPRISE PROJECT

Campus Footscray Park.

Prerequisite(s) BAO2100 Introduction to Small Enterprise; BMD2102 Entrepreneurial Business Management.

Content: This subject aims to build on the business skills developed during the course to date and apply them in a small enterprise context. Topics include developing enterprise skills of problem solving, communication and networking, development of research skills, undertaking project management, report writing.

Required Reading: Articles and case studies.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Internal assessment, 30%; Final Examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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Assessment Internal assessment, 100%. Students are required to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO330 INTERNATIONAL ACCOUNTING
Campus Footscray Park, Werribee.  
Prerequisite(s) BAO2202 Financial Accounting.  
Content The aims of the subject are to: examine similarities and differences in accounting thought, principles and procedures in other countries; examine on-going institutional attempts toward world-wide and/or regional standardisation; assess the expanded reporting responsibilities caused by such developments as the emergence of multinational firms as a significant economic and social force, the abandonment of stable international currency systems, rising prices, and the international diversification of securities investments. Topics include: nature of international accounting and comparative practices; analysis of foreign financial statements; transfer pricing and international taxation; international standards, organisations, and harmonisation; multinational enterprises; and accounting development in less developed countries.  
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
Assessment Internal assessment, 100%. Students are required to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. N de Any hand-held calculator may be used in examinations.

BAO3306 AUDITING
Campus Footscray Park, Kuala Lumpur, Werribee.  
Prerequisite(s) BAO2201 Corporate Accounting.  
Content This subject’s broad objective is to provide students with knowledge and appreciation of the objectives and limitations of an audit, including an understanding of key auditing principles, concepts and practices which comprise the audit process. Specifically, the subject aims to familiarise the student to some of the key tools used by auditors for collecting and evaluating evidence so as to enable them to express an opinion on the fair presentation of financial reports. The subject also aims to provide students with an insight into the current environment in which auditors operate, including legal liability, ethics and independence and other professional issues, such as the “audit expectation gap”. As such, the subject provides both a practical and conceptual approach to external, as well as internal and public sector auditing, enabling students to gain a complete picture of the audit process in light of contemporary audit issues. In addition, the subject aims to enhance a number of generic skills through both the formal components of assessment and the student’s class participation. These include: research, problem solving, and analytical skills; written and presentation skills; and group interaction skills.  
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
Assessment Internal assessment, 30%; final examination, 70%. Students are expected to complete all assessment to gain a pass in the subject. Supplementary assessment will not be available. Financial calculators may be used in the final examination.

BAO3307 CORPORATE FINANCE
Campus Footscray Park, Werribee, Kuala Lumpur.  
Prerequisite(s) BAO1101 Accounting for Decision Making.  
Content The subject aims to provide a theoretical and practical basis for financial decision making within an organisation. The subject covers valuation theory, portfolio theory, capital market sources of finance, the use of derivatives and capital structure.  
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
Assessment Internal assessment, 30%; final examination, 70%. Students are expected to complete all assessment to gain a pass in the subject. Supplementary assessment will not be available. Financial calculators may be used in the final examination.

BAO3308 ADVANCED AUDITING
Campus Footscray Park.  
Prerequisite(s) BAO3306 Auditing.  
Content This subject aims to provide greater depth of coverage to topics and issues covered in BAO3306 Auditing. Topics may include: overview of the audit process; auditing computer information systems (CIS), including the use of computer assisted audit techniques (CAATs); critical analysis of contemporary audit issues and practices facing auditors and the profession, including public sector and internal auditing and critical analysis of contemporary research as it relates to auditing. Refer to the subject outline provided at the commencement of each semester for further details.  
Required Reading Articles and case studies.  
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
Assessment Internal assessment, 100%. Students are expected to complete each assessable component to gain a pass in the subject. Supplementary assessment will not be available.

BAO3309 ADVANCED FINANCIAL ACCOUNTING
Campus Footscray Park, Werribee, Kuala Lumpur.  
Prerequisite(s) BAO2203 Corporate Accounting.  
Content The subject is concerned with developing an appreciation of the role that theory and practice has played in the development of financial reporting. The subject is designed to develop students’
analytic and appreciative skills and provide students with the opportunity to further develop their mastery of technical skills. Contemporary issues, including measurement, conceptual framework, development of accounting standards and corporate social responsibility are examined in the context of financial accounting theory.


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Internal assessment, 40%; final examination, 60%.

Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO330 SOCIAL AND ENVIRONMENTAL ACCOUNTING**

**Campus** Footscray Park, Werribee - subject to demand.

**Prerequisite(s)** BAO1101 Accounting for Decision Making

**Content** This subject will extend the study of financial accounting into social, ethical and environmental issues and examine the capacity of accounting reports in relation to those issues. Topics include an introduction to the conceptual framework of financial reporting; corporate social reporting ethical investments; accounting for environmental assets and liabilities; ethics and the accountant.

**Required Reading** Articles and case studies.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Internal assessment, 100%. Refer to the subject outline provided at the commencement of each semester for details. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

**BAO331 PUBLIC SECTOR ACCOUNTING**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BAO2203 Corporate Accounting

**Content** The aim of this subject is for students to gain a broad understanding of the role and use of accountants and accounting information in government. Accounting practices in the public sector are studied from a manager's perspective as well as a technical accounting practitioner's perspective. Topics include: inter-governmental financial relations, approaches to strategic and operational planning and budgeting; governmental accounting and reporting requirements; performance measurement and reporting; costing techniques; cost benefit analysis and evaluation; capital budgeting; current issues in government accounting.

**Required Reading** Articles and case studies.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Internal assessment, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO332 ADVANCED MANAGEMENT ACCOUNTING**

**Campus** Footscray Park, Werribee, Kuala Lumpur.

**Prerequisite(s)** BAO2204 Management Accounting

**Content** The subject aims to create an awareness of how the changes in industry and the public sector have affected the environment and function of management accounting. Within the broad theme of performance management, topics include: value chain analysis, cost management, including strategic elements in cost management, quality management, performance measurement, disinvestment and transfer pricing, and reward systems.

**Required Reading** Articles and case studies.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Internal assessment, 50%; final examination, 50%. Refer to the subject outline provided at the commencement of each semester for details. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. No notes, only hand-held non-programmable calculators may be used in examinations.
Commission; costing and billing through computers, the managing of debtors and preparation of employee reports and evaluation of their productivity reports; locating, summarising and recording information in journals, such as cashbooks and other journals through computers after preparing bank reconciliations. Preparing computerised financial reports including cash flow statements; locating, selecting and using information to prepare computerised taxation returns for individuals, partnerships, companies, trusts and superannuation; preparing information for specialised statements such as IAS, IAS3, personal and company schedules, employee wages, payroll taxes and fringe benefit tax; calculation, superannuation levy and work-care payments and others through computers; calculation of taxation and lodgement of returns and schedules; working effectively as a member of a team achieving the above tasks and being able to assess productivity of the team in certain tasks; introduction to computerised auditing packages.

**Required Reading** Articles and case studies.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Internal assessment, 100%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO317 MANAGERIAL ACCOUNTING, DECISIONS AND TECHNOLOGY**

*Campus: Footscray Park, Werribee.*

**Prerequisite:** BAO1101 Accounting for Decision Making.

**Content** This subject aims to introduce students to the role of advanced technology in accounting taking a management accounting focus. The unit aims to develop practical management accounting skills complemented by related theoretical issues associated with the use of computers to assist the management accountant in providing information for decision making purposes. Topics included are the use of computers in management accounting, the difference in objectives of management and financial accounting, accounting and technology in corporate strategy development, the value chain and the computerised accounting information system, systems development and evaluation from a management perspective, consideration of the objectives and alternatives in package choice for use in computerised management accounting including statistical, graphics, and spreadsheet packages.

**Required Reading:** To be advised by the lecturer.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Internal assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO320 INTERNATIONAL BANKING AND FINANCE**

*Campus: Footscray Park, Kuala Lumpur.*

**Prerequisite:** BAO3307 Corporate Finance.

**Content** The evolution of international banking, the international banking environment and institutional structure and operations. The foreign exchange market, functions, parties and dealing practice, Foreign exchange risk management; measuring and managing foreign exchange exposure, Foreign exchange transactions and products. The forward market, futures, options, swaps and financial engineering. Euro currency operations. Risks in international lending. Contemporary issues in international finance.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Internal assessment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAF301 ACCOUNTING FOR BUSINESS DECISIONS (ENGINEERING AND SCIENCE SERVICE SUBJECT)
Campus: Footscray Park.
Prerequisite(s): Nil.
Content: This subject explores the relationship between accounting and business decision making by management. Basic financial accounting, costing and management accounting.

Required Reading: To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Continuous assessment, 20%; final examination, 80%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BBB331I BUSINESS INTEGRATED LEARNING
Campus: Footscray Park.
Prerequisite(s): Participation in the Co-operative Education Preparation and Training Program and successful completion of at least twelve (12) business subjects, prior to commencement.

Content: This subject enables students to gain practical experience in the business community in an area related to their field of study, and to apply the theoretical skills acquired in the classroom to a real work place situation. It aims to develop students' interpersonal skills with special regard to handling professional communications and to becoming an integral part of a workplace team.

Required Reading: Compiled by the Workplace Study Centre on behalf of the Co-operative Education Unit, Victoria University Co-operative Employment. If you need to know an Employee's name for positions in Australia only), Notes prepared by the Co-operative Education Unit, Co-operative Employment Handbook.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law.

Assessment: Assignments, 30%; examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCA517 INTEGRATED OFFICE SYSTEMS (ENGINEERING AND SCIENCE SERVICE SUBJECT)
Campus: Footscray Park.
Prerequisite(s): Nil.
Content: This subject introduces the concepts of integrated office systems and knowledge work. It focuses on the use of integrated systems to support information processing tools, to support the decision making and communication needs to management. Emphasis is given to the use and evaluation of these tools and to their application to knowledge work. The aims of this subject are to: develop an appreciation of the nature and types of integrated office systems and knowledge work; develop an understanding of the characteristics and importance of decision making and communication activities to knowledge workers; examine the relationship between information support, information processing, and the decision making process; identify the information needs of knowledge workers; critically study the nature and capabilities of selected information processing tools.

Required Reading: To be advised by lecturer.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law.

Assessment: Practical work, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BCF910 INTRODUCTORY COMPUTING
(ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus Werribee.
Prerequisite(s) Nil.
Content This introductory subject aims to give students a broad insight into the use and application of computers in the sciences. Topics covered include computer systems, hardware and software, word processing, spreadsheets, databases, data communications, artificial intelligence, computing as a research tool, social implications of computing.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law.
Assessment Practical work, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCF910 INFORMATION TECHNOLOGY
(ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus Werribee.
Prerequisite(s) Nil.
Content This introductory subject aims to give students a broad insight into the use and application of computers in the area of psychology. Topics covered include computer systems, hardware and software, word processing, spreadsheets, databases, data communications, artificial intelligence, computers as a research tool, social implications of computing.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law.
Assessment Practical work, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO1049 INTRODUCTION TO PROGRAMMING
(ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus Werribee, Hong Kong.
Prerequisite(s) Nil.
Content This subject provides an introduction to the concepts and techniques of problem solving and structured program design, common to all programming languages. The subject aims to provide students with a basic knowledge of structured programming and its use in solving business problems. Topics include: introduction to problem solving and programming; problem definition; steps in program development, designing an algorithm; algorithm representation; testing an algorithm; sequence, selection, repetition and modularisation structures; error checking procedures; conversion of algorithms to programming code; input, output and variable types; procedures and functions; conditional execution; user defined data types; arrays; and records.
Required Reading Zak, D., 1999, “Programming with Visual Basic 6.0”, ITP.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 50%; final examinations and tests, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BBO1046 COMPUTER SYSTEMS
(ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus Werribee, Hong Kong.
Prerequisite(s) BCO1101 Computer Applications.
Co-requisite(s) BCO1041 Introduction to Programming
Content This subject aims to give students an overview of computer systems architecture, the role and use of operating systems on different platforms, and networking topologies. Topics include: Standard PC organization and architecture for business systems; Memory devices and memory management; File systems and file management; User interfaces; Hardware interrupts and diagnostic tools; Standard Network topologies incorporating LANS and WANS. Students will undertake various practical activities involving both operating and networking systems software installation.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
UNDERGRADUATE SUBJECT DETAILS

Assessment Assignments, 40%; examination and tests, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO106 INTRODUCTION TO BUSINESS SYSTEMS DEVELOPMENT
Campus Werribee, Hong Kong
Prerequisite(s) Nil.
Co-requisite(s) BCO1101 Computer Applications.
Content The subject aims to introduce the concept of computer-based business systems to introduce the student to a range of techniques used in the development of business systems, and to provide practical skills in the development of computer-based information systems. Topics include systems theory, SDLC analysis and design techniques, types of computer-based information systems, RDBMS, documentation techniques, CRIS architectures, introductory project management techniques.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 40%; tutorial problems, 10%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO110 COMPUTER APPLICATIONS
Campus Footscray Park, Sunbury, Werribee, Kaua Lumpur; Hong Kong
Prerequisite(s) Nil.
Class Contact Two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 40%; examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO110 INFORMATION TECHNOLOGY MANAGEMENT
Campus Footscray Park, Werribee.
Prerequisite(s) Nil.
Co-requisite(s) BCO1101 Computer Applications.
Content This subject provides an introduction to the concepts of information management and strategic nature of information systems. This is achieved by introducing concepts relating to: (i) the effective management of information; strategic nature of information systems; managing information technology resource with a focus on small and medium enterprises.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Case study 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO117 INTRODUCTION TO PROGRAMMING CONCEPTS
Campus Footscray Park, Werribee.
Prerequisite(s) Nil.
Co-requisite(s) BCO1101 Computer Applications as a pre-requisite or as a co-requisite.
Content The subject provides an introduction to the concepts of computer programming. Within a visual event-driven programming environment students cover topics such as program design, control structures, simple and structured data types, testing and debugging strategies, and program documentation.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 50%; final examination and tests, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO208 MANAGING THE COMPUTING ENVIRONMENT
Campus Werribee; Hong Kong.
Prerequisite(s) BCO104 Computer Systems.
Content This subject aims to provide students with the skills necessary to plan the purchase of new/replacement equipment, cater for change in computer hardware and software, determine organisational standards, plan strategic changes, monitor system performance, prioritise system developments, and allocate resources effectively. Topics include models of information system
Recommended Reading


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 20%; tests, 30%; examination, 50%. Supplementary assessment will not be available.

**BCO2043 DATABASE SYSTEMS**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BCO1101 Computer Applications.

**Content** Functions of a database management system; database management system models; data retrieval in relational database management systems using SQL, QBE; database design incorporating normalisation; ER modelling and NIDAM; fourth generation environment; database administration, current trends.


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 40%; final examination and test, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO2145 COMPUTER ARCHITECTURE**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BCO1147 Introduction to Programming Concepts.

**Content** The aim of this subject is to provide students with an understanding of single processor architecture by studying logic and low-level programming techniques and methods. Topics include: number systems and conversions, logic gates and Boolean algebra; introduction to combinational and sequential circuits; an overview of the central processing unit (CPU) and memory; instruction sets and addressing modes; buses and interrupt mechanisms; CPU organisation; pipelining and parallel architectures.

**Required Reading** To be advised by lecturer.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment: Assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO243 INFORMATION PLANNING AND RESOURCE MANAGEMENT
Campus: Footscray Park, Werribee.

Prerequisite(s): BCO1101 Computer Applications.

Content: The aim of the subject is to extend the information management approach into the area of Information Systems across the organisation. The subject concentrates on the information planning and delivery across the organisation. Topics include an understanding of the nature of information architecture; an appreciation of the importance of databases as the central planks in organisations; the use of relevant information planning strategies and techniques; an understanding of the differing levels of Information Systems management functions within organisations; an appreciation of current organisational information systems issues.

Required Reading: To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Assessment: Research assignments, 30% (approx. 3000 words); test, 20%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO2502 DEVELOPING ELECTRONIC COMMERCE SYSTEMS**

Campus: Werribee, Hong Kong.

Prerequisite(s): BCO1041 Introduction to Programming, BCO2149 Database Systems, BCO2500 Electronic Commerce Technologies, BCO2501 Electronic Commerce Business Interfaces.

Content: The subject will introduce to the students effective designs and structures for documents required for the transmission and retrieval of information for conducting business electronically. It also aims to provide a knowledge of various programming languages for developing, installing, maintaining and testing web pages and electronic documents that will incorporate text, graphic images, video and audio. Topics include: the concepts of good and bad web design, HTML and DHTML, creating HTML text, formatting, incorporating sound and images, creating tables and frames, making the pages interactive with JavaScript and CGI scripting, introducing Java applets and programming in Java, culminating in the production of a web based application.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment: Research assignments, 30% (approx. 2500 words); practical assignment, 25%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO2503 TRANSPORTATION INFORMATION SYSTEMS**

Campus: Footscray Park, Werribee.

Prerequisite(s): BCO1101 Computer Applications.

Content: This subject aims to give students an appreciation of the role of Enterprise Information Systems and the role these systems play in supporting an organisation's information needs, focusing on the extended supply chain. Issues associated with selection implementation and administration of these types of systems will be covered. Topics include: types of information systems implemented within organisations; the strengths and weaknesses of current information systems; Enterprise Resource Planning Systems; the role of Enterprise Resource Planning Systems in supporting business processes and extended supply chain; the role of Enterprise Resource Planning Systems in supporting the transportation chain; the selection and implementation of Enterprise Resource Planning Systems; future trends including the role of Electronic Commerce in transportation and distribution.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment: Assignment and case Studies, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3040 MANAGING SYSTEMS DEVELOPMENT**

Campus: Werribee, Hong Kong.

Prerequisite(s): BCO3041 Systems Analysis and Design or BCO2148 Systems Analysis and BCO3144 Systems Design.

Content: The subject aims to provide students with an understanding of the issues associated with the management of systems development within IS Schools. This includes Project Identification, Project Planning, Project Justification, Project Management, and the Information Systems business context. Issues will be considered from a small and large business point of view. Topics include: Strategic nature of IS, Systems Planning, Alignment with business goals, Identification of Project Phases and Task Requirements, Resource Allocation, Estimation Techniques, Project Monitoring and Control, Planning of IT Projects, Review of IT Enabling processes, Software Quality, Risk Assessment, Version Control, Change Management and Issues in Managing Systems Projects. On completion of this subject students should be able to: Recognise the problems associated with the management of IT projects; Describe the measures that can be undertaken to reduce the risks of an IT project failing; Use a range of computer-based project management tools; Develop estimations of project costs and assess the risk involved.

Required Reading: To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment: Assignment 50%, case study 30% and presentations 20%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3041 MANAGING DISTRIBUTED SYSTEMS**

Campus: Werribee, Hong Kong.

Prerequisite(s): BCO2041 Managing Network Integration.

Content: Definition and functions of a distributed system, comparisons with other operating systems, research and design issues associated with distributed operating systems, client/server model, remote procedure call, transparency, heterogeneity, transaction reliability, message passing, synchronisation, naming facilities, concurrency control, recovery and fault tolerance, security, Architecture of a distributed database system, distributed query processing, database design issues, segmentation, allocation, query decomposition and data localisation, query optimisation.

Required Reading: To be advised by the lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 40%; examination, 60%. Students must satisfactorily complete each component of assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3042 CONTEMPORARY DEVELOPMENTS IN INFORMATION SYSTEMS**

**Campus**Wentworth, Hong Kong  
**Prerequisite(s)** Six completed subjects in computing  
**Content**This subject will explore new and emerging technologies and processes which are emerging. Topics will be of current concern within the information systems community with special attention to those topics relevant to graduates. Site visits and guest speakers could be used in the delivery of this subject. Indicative of the sort of topics to be considered are new operating environments, new methodologies, Business Process Re-engineering, GIS, legacy systems, and the electronic commerce. The subject matter is to be determined on a year by year basis by the School in consultation with relevant industry advisory panels.

**Required Reading**To be advised by lecturer.


**Class Contact**Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**Approximately 5000 words in two assignments. Students must demonstrate awareness of the issues discussed in the assignment. An oral presentation for each assignment is required. Class attendance and participation is required. Students must satisfactorily complete each component of assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3045 INDUSTRY PROJECT A**

**Campus**Wentworth, Hong Kong  
**Prerequisite(s)** BCO2042 Database Applications  
**Co-requisite(s)** BCO3040 Managing Systems Development  
**Content**To provide students with: an opportunity to apply the knowledge and skills they have gained during their course to a real-life problem; experience in working within a small group to successfully specify and design a solution to an assigned project; experience in presenting reports in both written and verbal form; an opportunity to benefit from business and industry participation. This subject requires the student to be an effective member of a small team which will work from a set of specifications to a real-life problem; experience in working within a small group to successfully implement a given solution to an assigned project; experience in presenting reports in both written and verbal form; an opportunity to benefit from business and industry participation. This subject requires the student to be an effective member of a small team which work from a set of specifications to implement a business related project. Lectures will focus on the practical application of topics covered in earlier subjects such as: techniques for ensuring software quality, project management, coding techniques, development tools, version control, developing a test plan, testing strategies, documentation, producing on-line help, system handover.

**Required Reading**There is no prescribed textbook for this subject.


**Class Contact**Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**Test plan, 10%; completed project, 60%; user documentation, 25%; product demonstration, 5%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3144 SYSTEMS DESIGN**

**Campus**Wentworth, Hong Kong  
**Prerequisite(s)** Nil  
**Co-requisite(s)** BCO2148 Systems Analysis should normally have been attempted and BCO2149 Database Systems

**Content**The aim of the subject is to provide students with methods to formalize all aspects of the design process. It will present students with the tools and techniques currently used in design. Emphasis will be on the design of systems within resource constraints to meet the needs of the client. Topics include: project management; database design; design evaluation; design techniques; user interface design; usability, design methodologies, quality...
assurance, project management, input/output design, gui design, security design, software design, testing, usability, safety.

Required Reading: To be advised by lecturer.


BCO3149 COMPUTER PROJECT

Class Contact: Three hours per week. Normally to be delivered as a mixture of lectures and small group tutorials. The project represents the culmination of a student's study in information systems and will normally be the last subject taken in any degree. It provides the opportunity for the student to compare their existing knowledge and skills with some aspect of current practice. In particular, the student is expected to develop a sound understanding of the requirements of the problem, apply relevant theories and methodologies, and produce a comprehensive report of their work. The assessment depends on the nature of the project. The assessment will be supervised by a project supervisor, who will be responsible for the quality of the project. The project report should be submitted within three weeks after the end of the project period.

Assessment: 1. Assignments, 50% of the overall assessment: a research paper; a case study; or the analysis, design and implementation of a DBMS in program code, and other general implementation issues.
2. Final examination, 50% of the overall assessment.

BCO3316 NETWORKS AND DATA COMMUNICATIONS

Campus: Footscray Park, Werribee.

Prerequisite(s): BCO1101 Computer Applications.

Content: The aim of the subject is to provide students with a sound theoretical and practical knowledge of data communications and networks within a business framework. Topics include: introduction to data communications; data communications fundamentals; voice communications; communication hardware; communication services; network configurations; LANs; protocol standards, network design, network management and network security.

Required Reading: To be advised by lecturer.


BCO3310 OPERATING SYSTEMS

Campus: Footscray Park, Werribee.

Prerequisite(s): BCO1101 Computer Applications.

Content: The aim of this subject is to provide students with an understanding of operating system fundamentals and the relationship of an operating system to application software; and to compare a variety of different operating systems. Topics include: overview of operating systems; organization and architecture; layers and interfaces; memory management; processor and process management, multiple processor systems; concurrency and synchronization; input/output device management, and file management.


Class Contact: Three hours per week. Normally to be delivered as a mixture of lectures and small group tutorials. The project represents the culmination of a student's study in information systems and will normally be the last subject taken in any degree. It provides the opportunity for the student to compare their existing knowledge and skills with some aspect of current practice. In particular, the student is expected to develop a sound understanding of the requirements of the problem, apply relevant theories and methodologies, and produce a comprehensive report of their work. The assessment depends on the nature of the project. The assessment will be supervised by a project supervisor, who will be responsible for the quality of the project. The project report should be submitted within three weeks after the end of the project period.

Assessment: Assignments, 50% of the overall assessment; a research paper; a case study; or the analysis, design and implementation of a DBMS in program code, and other general implementation issues.

BCO3335 OBJECT ORIENTED SYSTEMS

Campus: Footscray Park, Werribee.
**BCO3397 DATA STRUCTURES FOR BUSINESS PROGRAMMING**

Campus: Footscray Park, Sunbury, Werribee.

**Prerequisite(s)**: BCO1147 Introduction to Programming Concepts, BCO2148 System Analysis.

**Content**

The aim of this subject is to give students an understanding of the fundamental concepts of Object Oriented Programming (OOP) and Object Oriented Design (OOD), the differences between OOP/OOD and more conventional methodologies, the advantages and disadvantages of using OOP/OOD in solving business problems and the ability to determine those applications most suited to an object oriented approach. Familiarising students with a specific implementation of OOP. Topics include: properties of OOPs abstraction, encapsulation, inheritance (single vs multiple), polymorphism. Classes, subclasses, objects, methods, instances. Dynamic vs static binding. Typed vs untyped implementations. Generality. Specific implementations such as: Hybrid-COO, Smalltalk, Actor, Eiffel. Developing systems using OOD, interface requirements; data models, class and object models, sequential and concurrent prototypes, simulation. Project using OOP and OOD to design and implement a concurrent system.

**Required Reading**

To be advised by lecturer.

**Recommended Reading**


**Class Contact**

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignments, 50%; final examination and tests, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3481 THE INFORMATION PROFESSIONAL**

Campus: Footscray Park, Sunbury, Werribee.

**Prerequisite(s)**: BCO1141 Information Technology Management.

**Content**

This subject examines the diverse roles of the Information Professional, focusing on the skills and knowledge required for responsible and effective collecting, managing and communicating of information in supervisory, support and/or management positions. This subject addresses the technical, communications and interpersonal skills required by all information professionals to work effectively and ethically in contemporary business environments.

**Required Reading**


**Recommended Reading**


**Class Contact**

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Groupwork, individual assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3494 THE INFORMATION ENVIRONMENT**

Campus: Footscray Park, Werribee.
Prerequisite(s) BCO1141 Information Technology Management.

Content The aims of this subject are to provide insight and understanding of the implications, use and management of information technology interfaces that enable global communication and interaction. To examine legal and ethical issues and responsibilities facing information technology transmission in the internet environment.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments; 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4501 BUSINESS PROCESS ENGINEERING

Campus City Flinders

Prerequisite(s) Nil.

Content The subject is concerned with the strategic and organisational issues of process and workflow management and the use of Enterprise Resource Planning Systems (ERPs) to realise efficient processes. Designing and implementing efficient business processes is essential to the success of large organisations. The subject describes the major strategic approaches in business process modelling techniques, procedure models and the current practices offered by SAP R/3 as an example of ERP software. Students will be expected to identify, reorganising and implementing processes in a typical business organisation.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two minor assignments, 25%; each; one major assignment, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4601 CURRENT ISSUES IN INFORMATION SYSTEMS

Campus City Flinders

Prerequisite(s) Nil.

Content This subject will develop students’ knowledge base and conceptual abilities in an area of information systems. The content of the subject will be current issues either in information systems or some other closely related field, which is consistent with staff expertise and availability.

Required Reading To be advised by lecturer.

Recommended Reading Recent issues Information Age, IDG Communications; Communications of the ACM, Association for Computing Machinery; Computer; IEEE Computer Society.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment 5000 word major essay, 50%; 30 minute oral examination, 25%; 2000 word investigation exercise, 25%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4602 BUILDING SMALL BUSINESS SYSTEMS

Campus Footscray Park, City Flinders

Prerequisite(s) Nil.

Content This subject introduces the student to a broad range of topics relating to the field of information technology and small business. Topics covered include selecting applications for small business; examining business processes; selecting hardware and software; selecting systems for small businesses. This subject will develop students’ knowledge base and conceptual abilities in an area of information systems. The content of the subject will be current issues either in information systems or some other closely related field, which is consistent with staff expertise and availability.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment 2000 word small business case study, 15%; 1000 word research paper 30 minute presentation, 20%; Development of small business system (practical component), 65%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4603 ENTERPRISE RESOURCE PLANNING SYSTEMS

Campus Footscray Park, City Flinders

Prerequisite(s) Nil.

Content This subject introduces the student to a broad range of topics relating to the field of information technology and small business. Topics covered include selecting applications for small business; examining business processes; selecting hardware and software; selecting systems for small businesses. This subject will develop students’ knowledge base and conceptual abilities in an area of information systems. The content of the subject will be current issues either in information systems or some other closely related field, which is consistent with staff expertise and availability.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment 2000 word small business case study, 15%; 1000 word research paper 30 minute presentation, 20%; Development of small business system (practical component), 65%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Assessment 2000 word case study, 25%; 2000 word research project, 25%; Systems design and implementation project (practical component), 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO4641 USER COMPUTING**

**Campus** Footscray Park, City Flinders

**Prerequisite(s)** Nil.

**Content** Rise of user computing development of user computing classification of users. User environments and user needs; office and work environment. User education, types of applications, assessment of user developed applications. Managing user computing benefits factors for success, concerns and framework for user computing issues, planning, budgeting, staffing, resourcing, interaction with computing professionals. Supporting users: information centres, trouble shooting, controlling user computing, prompting user computing, selection of tools, software and hardware. User training, skills assessment, training principles, types of training, provision of training, training issues, skills versus concepts.

**Required Reading** To be advised by lecturer.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials. Workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Assignments, 75%; presentations, 25%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO4642 SYSTEMS DEVELOPMENT**

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** This subject aims to investigate information systems and systems development in Schools to provide the student with a comparative framework for and knowledge of several development methodologies. The nature, purpose limitations and management of systems development methods. Underlying philosophies; deterministic or evolutionary, hard systems development, soft systems development.

**Required Reading** To be advised by lecturer.


**Required Reading** To be advised by lecturer.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials. Workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Assignments, 75%; presentations, 25%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO4643 KNOWLEDGE ENGINEERING**

**Campus** Footscray Park, City Flinders

**Prerequisite(s)** Nil.

**Content** The adoption of knowledge based systems in the commercial world has given rise to a number of practical issues. Among these are, improved techniques for knowledge acquisition, design, documentation, maintenance and validation of knowledge based systems. This subject aims to present a practical view of the knowledge acquisition process, its methodologies and techniques in order to enable its students to develop expert system knowledge bases more effectively. Basic concepts and terminology; sampling expert systems; identifying and tapping knowledge; conceptualizing knowledge acquisition, knowledge acquisition modes, approaches, stages and processes, impediments to effective knowledge acquisition; verification and validation procedures; documentation requirements.

**Required Reading** To be advised by lecturer.


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials. Workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO4644 OBJECT ORIENTED PROGRAMMING AND DESIGN**

**Campus** Footscray Park

**Prerequisite(s)** BCBS544 Structured Business Programming; BCBS545 Systems Analysis and Design.

**Content** The aim of the subject is to give students an understanding of advanced aspects of object oriented programming and design. While basic topics such as inheritance, encapsulation and polymorphism are covered, these concepts are extended and additional topics such as object oriented databases are introduced.

**Required Reading** To be advised by lecturer.

**Recommended Reading** Rumbaugh, B., Premlani, E. and Lorenzen, Object Oriented Modeling and Design.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials. Workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO4645 INTERNETWORKING SYSTEMS**

**Campus** Footscray Park, City Flinders

**Prerequisite(s)** Nil.

**Content** Data communications, fundamentals from a business perspective; networking; networking applications; local area networking, representative internetworked LANs;
Students and Supervisors

BCO4652 BUSINESS RESEARCH METHODS
Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Assessment

Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Required Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

 Required Reading

To be advised by lecturer.

Recommended Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Recommended Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Recommended Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Recommended Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignments, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BCO4656 IT PROJECT MANAGEMENT

Campus Footscray Park, City Flinders

Content This subject aims to give computing students an appreciation of the importance of a thorough understanding of contemporary project management techniques, both technical and human. It aims to show how knowledge of the appropriate application of such skills is becoming vital to information technology professionals in the performance of their many functions in an organisation. Topics include project management fundamentals, project management software tools, defining the problem, developing the project plan and schedule, building the project team, implementation difficulties, management of conflict, cost control, reporting on project status, project management methodologies, software engineering projects, case studies.

Required Reading To be advised by lecturer.

Recommended Reading

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments 40%, case study 60% and presentations 20%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4657 EXECUTIVE COMPUTING

Campus Footscray Park, City Flinders

Prerequisite(s) Nil.

Content The purpose of this course is to introduce to the students the fundamentals and techniques of information technologies that support managerial work and decision making. These technologies are sometimes referred to as management support systems. Topics covered will include the nature of managerial work and business problems, decision support systems, group support systems, executive information systems, system modelling and project management, integration and implementation of management support systems and the organisational and societal impact of management support systems.

Required Reading To be advised by lecturer.

Recommended Reading

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 80%; presentation, 20%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4658 INTERNET COMMERCE

Campus City Flinders

Prerequisite(s) Nil.

Content This subject introduces students to the many facets of Internet Commerce and its business related issues. Business systems and processes have changed considerably in the face of the evolving computer and communication technologies, especially the Internet and the World Wide Web. Topics include: an overview of internet commerce (electronic commerce); business case for internet; extranets and intranets; electronic marketplace technologies; internet commerce models; elements of a successful electronic business; electronic payment systems; security; legal, tax and ethical issues; supply and value chain management; customer relationship management; enterprise resource planning; knowledge management; E-business management issues; E-business design.

Required Reading To be advised by lecturer.

Recommended Reading

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Research Assignments, 60%; Case studies, papers, electronic commerce site analysis and oral presentations, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4660 ENTERPRISE ELECTRONIC COMMERCE

Campus City Flinders

Prerequisite(s) Nil.

Content This subject provides students with understanding of the integration of Enterprise Resource Planning Systems and E-commerce and the issues involved. Topics include: E-commerce architecture, extended supply chain, internet business applications, internet application components, internet and SAP R/3 technology, BAPI’s R/3 internet business framework, critical success factors, project management software tools, project reporting.

Required Reading
- Lawrence, E., et al., 1999, Internet Applications Programming with Sap R/3

Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Minor assignment 1, 25%; Minor assignment 2, 25%; Major assignment, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO4661 ENTERPRISE RESOURCE PLANNING SYSTEMS IMPLEMENTATION

Campus City Flinders

Prerequisite(s) BCO4663 Enterprise Resource Planning Systems

Content The aims of this subject are to provide students with an understanding of the basic methodologies, techniques and tools that are used in the implementation Enterprise Resource Planning Systems using SAP R/3 as an example. It also addresses the issues that need to be considered for successful implementation. Topics include: Project life cycle, project management, implementation strategies, Risk management, data conversion, critical success factors, project management software tools, project reporting.

Required Reading
- Norbet, W., 1999, Successful SAP R/3 Implementation.
Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two major assignments (25% each), 50%; One major assignment, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO 0672 THE INFORMATION SYSTEMS

PROFESSIONAL

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject aims to provide students with an overview of the requirements and skills for responsible and ethical membership of the Information Technology profession; opportunities to develop and apply information systems, communications and management skills and competencies within a variety of professional practice scenarios. Topics include: role of IS professionals and their interactions with users of information, information handling in an electronic environment, information professions, legal, cultural and ethical issues encountered by IS professionals, information security and information overload. The nature, role and importance of Professional and Standards Organisations. Professional Competencies eg risk, analysis, feasibility, quality assurance, Business Processes eg negotiation, procurement, tendering.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments and class presentations, 60%, final examination and tests, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO 0673 USBILITY DESIGN FOR E-BUSINESS

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject aims to address the issues of usability and consequent user satisfaction in the design of web sites and other e-business interfaces. It will introduce students to design issues relating to web and electronic commerce sites and provide guidelines on how to design and test for usability and functionality. Many of the concepts covered will apply to the general design principles for effective user interfaces for information systems. Topics include: The principles behind designing for human factors; human factors in relation to information systems; elements of an information system impacted by human factors; approaches to usability testing; how to investigate and evaluate user needs; how to determine the audience of a system; usability testing and its importance in the development of electronic business systems; constructing a usability test and interpreting the results; the place of usability testing in the development process-user centred design approaches; how to implement and evaluate the results of a usability test; cultural and socio-economic factors in relation to the design, testing and implementation of effective user interfaces for systems.

Required Reading Shneiderman, B 1998, Designing the User Interface: Strategies for Effective Human-Computer Interaction, 3rd edn, Addison-Wesley, USA.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Practical assignments, 30%; case studies, papers and oral presentation, 20%; test, 10%; final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO 0701 RESEARCH PROJECT (INFORMATION SYSTEMS)

Campus Footscray Park, City Flinders.

Prerequisite(s) Nil.

Co-requisite(s) BCO 4652 Research Methodology.

Content Students are required to complete a research project of approximately 15,000 words based on the proposal developed in the subject Research Methodology.

Required Reading To be advised by lecturer.

Class Contact As part of the assessment, students are required to present one one-hour seminar on their research work. Subject equal to 60 credit points.

Assessment Written thesis, 85%; seminar, 15%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO 1B33 MICROECONOMIC PRINCIPLES

Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.

Prerequisite(s) Nil.

Content This is the first of two Economic Principles subjects. The subject aims to provide a study of basic economic principles, to develop an introduction to economic methods, and to apply these principles and methods to aspects of the Australian economy. Topics include: introduction to economics, nature, method and objectives of economics; the economising problem, relative scarcity; production possibilities, opportunity costs, nature of economic resources; the market economy, demand and supply, theory and applications, including pricing ceilings, price floors, tariffs, taxes, and the labour market; consumer theory; theory of the firm, production and costs, introduction to market structure conduct and performance; price determination in perfect and imperfect competition, workable competition and competition policy in Australia; alternative theories of the firm; market imperfections.


Recommended Reading To be advised by lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Continuous assessment, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BEIO1106 BUSINESS STATISTICS
Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur; Hong Kong
Prerequisite(s) Nil.
Content This subject introduces students to the understanding of the statistical analysis of data, and examines techniques used for drawing inferences from data. Topics include: introduction to statistics; descriptive statistics, elementary probability distributions: normal distribution, probabilities and statistical measures, sampling distributions and parameter estimation; hypothesis testing; simple linear regression and correlation; time-series analysis and forecasting. Use will be made of a statistical computing package.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Case studies/ assignment(s), 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEIO1107 MACROECONOMIC PRINCIPLES
Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur; Hong Kong
Prerequisite(s) Nil.
Content This subject aims to introduce the unique economics issues associated with the health care sector and their implication for public policy. Overview: issues in health economics; the organisation of Australia’s health care sector; markets; market failure and regulation; the demand for health and health care; the supply of health care; industrial organisation; financing health services; cost-benefit analysis and technology assessment.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 30%; final examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Content This subject aims to familiarise students with problems and policies related to environmental and social issues with emphasis on the theoretical, philosophical and political aspects. Topics include sustainability challenges, environmental and resource problems; cost-benefit analysis and valuation methods; indicators and philosophical analysis; critiques of command versus market incentive policies in environment and natural resource use management; and alternative schools of thought on the quest for sustainable development.

Required Reading To be advised by lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment(s)/case studies/group project, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEQ208 DOMINATION DISTRIBUTION MANAGEMENT

Campus Footscray Park, Sunbury, Werribee, Kula Lumpur, Hong Kong.

Prerequisite(s) BEQ1005 Retail Management Principles or BEQ1171 Introduction to Marketing

Content This subject provides an introduction to the logistic distribution functions and an overview of the major sectors in the distribution area, in terms of being able to optimize all elements of the supply chain. The focus is on how logistics can contribute to differentiation and value additions. The subject aims to develop the ability to think strategically in the context of the logistic management of the entire marketing channels of distribution and channel participants. Some of the topics include: integrating manufacturers, wholesalers, retailers and other service providers; customer service function in marketing.

Required Reading To be advised by lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment(s), case study presentation and participation, mid-semester test, and assignment, 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEQ209 QUANTITATIVE METHODS FOR ECONOMICS AND BUSINESS

Campus Footscray Park

Prerequisite(s) Nil.

Content The subject aims to develop a command of the basic mathematical tools used in the analysis of many economics and business problems. Topics include: economic models (linear, quadratic, cubic, rational and exponential); equilibrium analysis; the concept of derivatives; rules of differentiation; marginal functions; optimisation and elasticity; partial differentiation; partial elasticities and unconstrained optimisation (two variables); and linear programming (graphical approach).

Required Reading To be advised by the lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment(s), 30%; test, 20%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEQ220 MICROECONOMIC ANALYSIS

Campus Footscray Park

Prerequisite(s) Nil.

Content This subject provides an understanding of the use of statistical techniques in analysing marketing and business problems. The statistical techniques in analysing marketing and business problems. The subject aims to develop the ability to think strategically in the context of the logistic management of the entire marketing channels of distribution and channel participants. Some of the topics include: integrating manufacturers, wholesalers, retailers and other service providers; customer service function in marketing.

Required Reading To be advised by lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment(s), 30%; test, 20%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEQ221 MACROECONOMIC ANALYSIS

Campus Footscray Park

Prerequisite(s) Nil.

Content This subject builds upon the macroeconomic theory and policy already covered in BEQ1104 Microeconomic Principles in order to further the understanding of the relationship between macroeconomic theories and policy. Topics include: the basic theory of income determination; theories of consumption; theories of investment; classical, Keynesian and post-Keynesian view on the demand for and supply of money; the money supply process; IS-LM analysis; neo-clasical and alternative views of the labour market; aggregate supply; aggregate demand and supply.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment(s), 30%; test, 20%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEQ222 MICROECONOMIC ANALYSIS

Campus Footscray Park

Prerequisite(s) Nil.

Content This subject provides an understanding of the use of statistical techniques in analysing marketing and business problems. The statistical techniques in analysing marketing and business problems. The subject aims to develop the ability to think strategically in the context of the logistic management of the entire marketing channels of distribution and channel participants. Some of the topics include: integrating manufacturers, wholesalers, retailers and other service providers; customer service function in marketing.

Required Reading To be advised by lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment(s), 30%; test, 20%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Prerequisite(s) BEO1103 Microeconomic Principles; BEO1104 Macroeconomic Principles.

Content This subject builds upon the microeconomic theory covered in BEO1103 Microeconomic Principles in order to further rigorous analytical treatment. Topics include: mathematical tools; indifference analysis and utility maximisation; demand analysis; production and costs; profit maximisation and supply; perfect competition; the perfectly competitive model and macroeconomic policies; monopoly and imperfect competition; markets for factors of production; market failure, externalities and public goods.

Class Contact To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Tests, 20%; assignment, 20%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE 2381 BUSINESS DECISION METHODS

Campus Footscray Park

Prerequisite(s) BEO1106 Business Statistics; BEO1104 Macroeconomic Principles; BEO1103 Microeconomic Principles.

Content The subject aims to acquaint appropriate forecasting tools used at strategic or tactical levels of management and to provide skills in applying these tools to economic and business data for policy formulation. Topics include: introduction to forecasting and economic indicators used in economics and business; selecting the right forecasting technique; qualitative forecasting models; quantitative forecasting methods; forecasting errors; evaluation of forecasting methods; combining forecasts.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE 2382 EUROPEAN BUSINESS ENVIRONMENT

Campus Footscray Park

Prerequisite(s) BEO1252 International Business Context or equivalent.

Content The subject aims to build upon the international business theory and policy issues, covered in BEO1252 International Business Context, in order to further and understanding of the European business environment. The subject builds on theoretical discussion to develop an applied analysis of the economic relationship between Australia and the EU15 and its policy implications for Australia. Topics to be covered include the historical, developments of economic integration in Europe (the Treaty of Rome and the Maastricht Treaty); a theoretical treatment of economic integration phenomena, the free movement of goods and services, labour, and capital (Schengen Agreement and the Economic and Monetary Union); key policies within the European Union and their implications for Australia; the effect on the business environment of different European cultures, languages, lifestyles and tastes; EU competition, product distribution and business payment methods; barriers to trade and marketing strategies for the EU; an assessment of the economic relationship between Australia and the EU15 (both at the collective and individual member state level) in the context of the international business environment.

Required Reading To be advised by the lecturer.


Class Contact Two tests (2x30) 60%, assignment, 40%. Three hours per week. Normally to be delivered at two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two assignments (2x25%), 50%, examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE 2383 BUSINESS CONTEXT, IN ORDER TO FURTHER AND UNDERSTANDING OF THE EU AND ITS POLICY IMPLICATIONS FOR AUSTRALIA. TOPICS TO BE COVERED INCLUDE THE HISTORICAL, DEVELOPMENTS OF ECONOMIC INTEGRATION IN EUROPE (THE TREATY OF ROME AND THE MAASTRICHT TREATY); A THEORETICAL TREATMENT OF ECONOMIC INTEGRATION PHENOMENA, THE FREE MOVEMENT OF GOODS AND SERVICES, LABOUR, AND CAPITAL (SCHENGEN AGREEMENT AND THE ECONOMIC AND MONETARY UNION); KEY POLICIES WITHIN THE EUROPEAN UNION AND THEIR IMPLICATIONS FOR AUSTRALIA; THE EFFECT ON THE BUSINESS ENVIRONMENT OF DIFFERENT EUROPEAN CULTURES, LANGUAGES, LIFESTYLES AND TASTES; EU COMPETITION, PRODUCT DISTRIBUTION AND BUSINESS PAYMENT METHODS; BARRIERS TO TRADE AND MARKETING STRATEGIES FOR THE EU; AN ASSESSMENT OF THE ECONOMIC RELATIONSHIP BETWEEN AUSTRALIA AND THE EU15 (BOTH AT THE COLLECTIVE AND INDIVIDUAL MEMBER STATE LEVEL) IN THE CONTEXT OF THE INTERNATIONAL BUSINESS ENVIRONMENT. REQUIRED READING TO BE ADVISED BY THE LECTURER.


Class Contact Two tests (2x30) 60%, assignment, 40%. Three hours per week. Normally to be delivered at two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two assignments (2x25%), 50%, examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE 2381 BUSINESS DECISION METHODS

Campus Footscray Park

Prerequisite(s) BEO1106 Business Statistics.

Content This subject provides a comprehensive introduction to the mathematical modelling and specialised techniques and their applications in the analysis of contemporary economic/business problems faced by firms, organisations and industries. Topics include: decision analysis and the evaluation of information; network models; inventory control models and scheduling linear programming models and sensitivity analysis; integer programming; waiting line models; game theory and dynamic programming; Markov chain analysis; total quality control.

Required Reading To be advised by lecturer.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Case studies, 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE02400 MUSIC INDUSTRY ECONOMICS

Campus: Footscray Park
Prerequisite(s): Nil

Content: This subject provides an overview of the contemporary music industry and the economic relationship between its various elements. Topics include principles and issues of copyright; managerial skills; the importance of marketing; business acumen; and comparisons with international territories; the relevant financial implications, legislative and regulatory requirements which impact on the music industry; and a summary of the different music managerial skills; the importance of marketing; business acumen; risks associated with international electronic commerce trading.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment: End of semester examination, 40%; three assignments, 20% each. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE02404 ELECTRONIC TRADING

Campus: Werribee, Hong Kong
Prerequisite(s): BE01103 Microeconomic Principles, BE01104 Macroeconomic Principles.

Content: To familiarise students with the concepts of electronic trading and associated business processes. Students will be given an insight into the application of the various technologies in business so as to operate more efficiently and effectively in today's competitive environment. The subject consists of discussion and analysis of trading applications at both domestic and international levels. In the context of making the firm more competitive, the contents include: features of electronic purchase and electronic supply through electronic commerce enablement; aspects of on-line ordering, invoicing and stock control towards managing business with greater accuracy and certainty; stockless inventory, paperless transactions, integrated logistic operations; implications for inventory warehousing and transport; flexible deliveries; efficient consumer response/quick response; Internet trading/research; cash flow implications of inventory controls risks associated with international electronic commerce trading.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Research assignment, 25% (approx. 2500 words); presentation, 25% (approx. 2500 words); examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE02405 FINANCIAL DATA ANALYSIS

Campus: Footscray Park
Prerequisite(s): BE01106 Business Statistics Co-requisite(s): BCO1101 Computer Applications

Content: This subject provides an introduction to use and manipulation of financial and other data sets essential for an analysis of risk and its management. At the completion of this subject, students should be able to: analyse financial data bases using the latest financial software; apply risk analysis to financial decision making; use Monte-Carlo simulation methods to analyse uncertainty including modelling of position risk analysis; volatility skews and implied or historical volatilities; access and manipulate small and large financial data bases; use appropriate software tools to manipulate and analyze financial data bases.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Case study, 15%; project (1), 15%; project (2), 20%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Undergraduate Subject Details
BEQ 2305 RETAIL MERCHANDISE MANAGEMENT  
Campus: Footscray Park  
Prerequisite(s): BEO 1145 Retail Management Principles or BEO 1171 Introduction to Marketing  
Content: This subject examines the nature and significance of retail merchandise management in the Australian economy. Topics include the nature and significance of merchandise management, evaluation of effective retail merchandise strategies; merchandise buying and handling, financial merchandise management; pricing; retail image; and promotional strategies.  
Required Reading: To be advised by lecturer.  

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.  
Assessment: Assignments/test, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEQ 3300 ECONOMICS OF TRAVEL AND TOURISM  
Campus: Footscray Park, Werribee.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.  
Assessment: Assignments/test, 30%; classwork, 10%; examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Prerequisite(s) BEO1103 Microeconomic Principles.

Content The subject aims to provide students with an understanding of the valuation and hedging of options, forward contracts, futures contracts, swaps, and other derivatives that exist in rapidly growing financial sectors around the globe. Topics included are: Introduction to financial instruments; Futures and Forward Markets; Forward and Futures Prices and Hedging Strategies; Interest Rate Futures; Swaps, Stock Options, Trading Strategies; Introduction to Binomial Trees; The Black-Scholes Model; Options on Stock Indices, Currencies, and Futures; Hedging Strategies; and Valuation Using Binomial Trees.


Assessment Continuous assessment, 40%; examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO3302 OPTIONS AND FUTURES MARKETS

Campus Footscray Park, Werribee.

Prerequisite(s) Nil.

Content The subject aims to provide students with an understanding of the essential principles of economics relative to travel and tourism industries. Micro-economic concepts of industry demand, cost and supply functions, and the nature of competition are examined. Macroeconomics issues, such as measuring economic impact through the multiplier, cost-benefit analysis, regulatory environment, and a balance of payment, are also covered. Basic principles of project evaluation are introduced and explained in the context of the travel and tourism industries. The course concludes with a review of tourism policy issues, such as taxation of tourism, promotion, foreign investment and international aviation policy.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Continuous assessment, 40%; examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO3303 QUANTITATIVE ANALYSIS AND RISK MANAGEMENT

Campus Footscray Park, Werribee.

Prerequisite(s) BEO1106 Business Statistics.

Content The subject aims to equip students with the fundamental quantitative techniques of finance. To this end, students will be introduced to the techniques commonly used in financial analysis. The aim is to have all students familiar with, and able to use, the modern tools of quantitative financial analysis. Topics covered will include: Introduction, ways of growing, index numbers, the use of natural logarithms, Value at Risk modelling, numerical techniques, differential and integral calculus, Monte Carlo simulation, quantifying the risk-return relationship.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO3301 ETHICAL INVESTMENT

Campus Footscray Park, Werribee.

Prerequisite(s) Nil.

Content The subject aims to provide students with an understanding of the rapidly-growing ethical investment market in Australia and overseas, and examines definitional parameters, ethical portfolio choice, risk and return of ethical portfolios, emerging trends in investor awareness, and ethical fund
BE0313I ASIAN BUSINESS ENVIRONMENT
Campus Footscray Park, Sunbury Werribee.
Prerequisite(s) BEO1102 Management and Organisation Behaviour.
Content This subject provides an introduction to the study of the differences and changes in management styles and strategies encountered in Southeast Asia and Northeast Asia business environments. Topics include: regulatory regimes and relations between business and government in South East Asia and Northeast Asia countries; overview of Governments trade and business policies; country profiles; management styles; investors and lenders; multinational in the region; industrial relations; customers and clients; suppliers and distributors; international rules, regulations and organisations; community groups and environmental concerns; values and ethics and Asian religions and other cultural influences; public and private-sector relations.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials; workshops or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Test, 20%; assignment, 20%; final examination, 60%.
Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0331I TRANSPORTATION ECONOMICS
Campus Footscray Park
Prerequisite(s) BEO1103 Microeconomic Principles; BEO1104 Macroeconomic Principles.
Content This subject introduces the application of economic theory in the analysis of the operation, problems and policies in the transport sector. Topics include structure of transport sector and its interaction with other sectors of the economy; transport, land use and location of economic activity; demand for the benefits of transport; direct costs and supply of transport; external costs of transport; pricing of transport services; policies to contain external costs of transport; regulation and reform in the Australian transport sector.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials; workshops or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Final examination, 50%; assignments, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Assessment
Continuous assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE3362 LABOUR MARKET ANALYSIS
Campus Footscray Park
Prerequisite(s) BEO1104 Macroeconomic Principles; BEO1103 Microeconomic Principles.
Content This subject aims to survey literature and recent developments in labour economics and to provide a knowledge of the institutional setting of Australian labour markets. Topics include the labour market, basic concepts and definitions; demand and supply of labour; human capital, education and training: labour mobility, turnover and migration; labour market discrimination; employment and unemployment; the Australian system of wage determination; the structure of wages and earnings in Australia; wages and incomes policy.
Required Reading To be advised by lecturer.
Class Contact Three hours per week, normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments/test, 30%; final examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE3366 ECONOMIC POLICY AND RESEARCH
Campus Footscray Park
Prerequisite(s) BEO1104 Macroeconomic Principles; BEO1103 Microeconomic Principles.
Content This subject aims to apply principles of macroeconomic and microeconomic theory and policy in the analysis of selected economic problems and discuss the range of economic policy responses put forward in the context of a critical understanding of economic theory. Topics will vary according to the nature of contemporary economic issues and problems but may include: taxation reform; infrastructure privatisation, employment policy; and the political economy of macroeconomic policy.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments/test, 30%; final examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE3367 INTERNATIONAL ECONOMIC THEORY
Campus Footscray Park
Prerequisite(s) BEO1104 Macroeconomic Principles.
Content This subject provides an introduction to economic concepts and theories in relation to international trade and economic integration. Topics include: fundamentals for international trade; international trade gains; international trade patterns; the structure and composition of trade flows; international barriers to trade; exchange rate determination and foreign exchange markets; the balance of payments and adjustments in the balance of payments.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Test, 20%; case study, 20%; examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE3385 ELECTRONIC RETAILING
Campus Werribee, Hong Kong
Prerequisite(s) BEO1103 Microeconomic Principles; BEO1104 Macroeconomic Principles.
Content This subject consists of foundation level studies where particular aspects of electronic retailing are considered and application level studies where results of empirical studies of electronic retailing are discussed and analysed. The contents include: power shift from retailers to consumers; interactive shopping; on-line shopping; television shopping; virtual shopping; electronic connection between retailers and consumers; impact of Internet consumer behaviour; competition and communication; forces driving changes in consumer shopping behaviour from the supply and demand angles; impact of electronic retailing on consumer shopping behaviour; implications for physical retailers.
and their strategic response to electronic retailing competition in terms of site architecture, contingency, merchandise range, pricing, payment methods and promotion research; web strategies for electronic retailers including limitations of electronic retailing, differences and similarities of electronic retailing for consumers and business; future of electronic retailing.

**Required Reading**

- Recommended Reading

**Recommended Reading**

- Case studies/presentation, and class participation, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BEO3406 STRATEGIC RETAILING

**Campus** Footscray Park.

**Prerequisite(s)**

- BEO1185 Retail Management Principles

**Assessment**

- Case studies/presentation, and class participation, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BEO3407 THE ECONOMICS OF COPYRIGHT AND MUSIC PUBLISHING

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

This subject introduces the students to the economics of copyright and the exploitation of copyright product in the music industry. It investigates the principles of music publishing and key sources of publishing income, including mechanical income, synchronization with film or television, public performance and broadcast. The subject outlines the methods of collection, calculation and distribution of publishing income and investigates the economic structure of a music publishing business. It also investigates the role of collection societies and performing rights organisations (PROs), both domestic and international, and the key characteristics and features of a publishing agreement.

**Required Reading**

- Recommended Reading

**Recommended Reading**

- Recommended Reading

**Class Contact**

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

- Research assignment, 25% (approx. 2500 words); presentation, 25% (approx. 2500 words); examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BEO3407 FINANCE OF INTERNATIONAL TRADE

**Campus** Footscray Park, Kuala Lumpur.

**Prerequisite(s)**

- BEO1104 Macroeconomic Principles.

**Content** This subject introduces the various export documents required to facilitate an international trade transaction, the instruments of trade, finance options of financing exports. Topics include: introduction to the finance of international trade; shipping terms and documents of foreign trade; methods of settlement, credit insurance and preferential finance; foreign exchange contracts, risks and rate determination.

**Required Reading**


**Recommended Reading**


**Class Contact**

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

- Continuous assessment, 45%; final examination, 55%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BEO3408 INTERNATIONAL ECONOMIC ANALYSIS

**Campus** Footscray Park, Kuala Lumpur.

**Prerequisite(s)**

- BEO3368 International Economic Theory.

**Content** This subject builds on the theories and concepts introduced in BEO3368 International Economic Theory. Topics include: comparative advantage and revealed comparative advantage; international trade and income distribution; economic growth and its implications for international trade; theory, measurement and determinants of intra-industry trade arguments for and against protection; international trade and environmental issues; international migration of labour; international lending and borrowing; direct foreign investment and multinational corporations; and government intervention in the foreign exchange market.

**Required Reading**


**Recommended Reading**


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Class assessment, 10%; case studies, 30%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note: Only non-programmable, hand-held calculators may be used in examinations.

BEO3426 STRATEGIC INTERNATIONAL TRADE OPERATIONS

Campus: Footscray Park, Kuala Lumpur

Prerequisites: BEO 1104 Business Statistics.

Content: This subject aims to introduce students to a range of important quantitative and operations research topics that may be used to solve particular domestic and international business problems. Emphasis is placed on the use of computer software (eg. HOM) for strategic decision making purposes and their usefulness as tools in solving international trade and transport problems in particular. Topics include operations research and business decision making techniques including forecasting and line model; process strategies; operations layout; inventory management; simulation; material requirements; short-term scheduling; project management; quality control and reliability.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Class assessment, 10%; case studies, 30%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO3437 FIELD RESEARCH PROJECT

Campus: Footscray Park

Prerequisites: BEO 1102 International Business Context

Content: This subject will expose students to the cultural, political and regulatory environments in particular economic regions, with an emphasis on Europe and Asia. The basis of the subject is a study tour to select countries of a particular region. Students will visit important regulatory institutions, private enterprises and academic organizations, which will allow the observation of international business in action in the field. The tour will be preceded by a briefing session. Lectures on topics relevant to the subject will be provided by selected overseas universities. Students complete a diary during the course of the trip and write this up as an assignment on their return.


BEO3427 COMMERCIAL BANKING AND FINANCE

Campus: Footscray Park, Kuala Lumpur

Prerequisites: BEO 1104 Macroeconomic Principles.

Content: This subject introduces students to a broader view of the changing commercial banking environment and to develop conceptual, analytical and decision making skills for the policy formulation and implementation areas in commercial banking and finance functions. Topics include: money flows in the economy; the nature of operation of intermediaries; financial product and pricing policies; risk assessment and management; principles of lending and credit management, asset and liability management; prudential standards; regulation of the financial systems.

Required Reading: To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BE0345 RETAIL INFORMATION TECHNOLOGY
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject aims to provide an overview of how management uses the different forms of technology and the information generated in the retail industry. Topics include: computerised management systems; scanning; electronic funds transfer at point of sale; direct product profit management; space management systems; information analysis and decision support systems; computerised delivery and backload analysis; tracking and presentation of the main implications for management. Emerging trends, and international retailing. Retail management and strategy; current developments in retail management and retail strategy.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments and tests, 70%; participation and presentation, 30%. Supplementary assessment will not be available. Note: Only non-programmable calculators may be used in examinations.

BE0346 RETAIL MANAGEMENT PROJECT
Campus Footscray Park.
Prerequisite(s) BE01185 Retail Management Principles.
Content This subject aims to provide students with research and presentation skills that will improve their overall retail management skills. Topics include: research methodology; basic research techniques; retail research strategies and case studies; retail audit; retail management project; identification and development of a retail management project; identification and development of a retail management project; identification and development of a retail management project; identification and development of a retail management project; identification and development of a retail management project. Examination: examination of the main implications for management. Emerging trends, and international retailing. Retail management and strategy; current developments in retail management and retail strategy.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments and tests, 70%; participation and presentation, 30%. Supplementary assessment will not be available. Note: Only non-programmable calculators may be used in examinations.

BE0347 INTERNATIONAL RETAIL SERVICES
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject provides an overview of the different foreign entry approaches of global retailing. Topics include: global retailing management strategies and positioning strategies which lead to varying retail formats; the nature of retail services; the impact of franchising systems on the international marketplace; concepts of intellectual property rights and legal requirements governing the formation and protection of the franchisor/franchisee relationship. Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Case studies and mid-semester test, 50%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0350 APPLIED ECONOMICS RESEARCH PROJECT
Campus Werribee, Footscray Park.
Prerequisite(s) BE02254 Statistics for Business and Marketing
Content This subject will provide students with the opportunity, either individually or in teams of not more than four, to apply acquired skills and competencies to an approved applied research project. Project proposals will be developed in consultation with the subject lecturer and Course Coordinator and will relate to the relevant specialisation. Key Competencies to be covered include: the applied research process; working in teams; internet tools; appropriate use of software tools - spreadsheets, word, powerpoint, end note; appropriate use of databases; principles of effective research report writing; developing oral presentation skills; peer evaluation and peer review.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments on best practice research, 15%; test on software tools, 15%; major research project - progress report, 15%; final report, 40%; report presentation to peers, 20%. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE04400 HONOURS RESEARCH THESIS (FULL-TIME)
BE04401 HONOURS RESEARCH THESIS (PART-TIME)
Campus Footscray Park.
Prerequisite(s) BE04430 Business Research Methods.
Content Students are required to complete a research thesis of 10,000 – 12,500 words based on the proposal developed in the subject BE04430 Business Research Methods. As part of the
assessments, students are required to present one one-hour seminar on their research work.

Required Reading To be advised by lecturer.

Class Contact Each week one hour of tutorials/supervision per week for one semester. Subject equal to 60 credit points.

Assessment Seminar presentation, 15%; written thesis, 85%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE04403 ADVANCED MICROECONOMICS

Campus Footscray Park.

Prerequisite(s) BEO2264 Microeconomic Analysis.

Content This subject will aim to provide a detailed and rigorous approach to a number of central issues in microeconomics. Topics include: optimising behaviour; developments in demand theory and estimation; producer behaviour and business decision making; pricing decisions; efficient markets; new theories of the firm; the role of asymmetric information; microeconomic analysis; the structure of the Australian economy; industry and competition policy; welfare economics; social choice theory; risk and uncertainty.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Test, 20%; seminar, 15%; project, 15%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE04404 BUSINESS RESEARCH METHODS

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject introduces students to some of the issues involved in the production of research in applied fields; to enhance knowledge, personal skills and competencies in conducting research in the broad industrial setting. Seminars will include: conceptualisation of research problems; theoretical formulation; and utilisation of the assessment to gain a pass in the subject.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Students will be required to prepare a thesis proposal for presentation to the group. Satisfactory completion of this task is necessary prior to embarking on the thesis.

BE04521 LOGISTICS

Campus Footscray Park, Werribee.

Prerequisite(s) BEO2186 Distribution Management.

Content This subject aims to provide students with the skills to control strategically the logistics function in the context of the globalisation of business. In addition, the subject aims to enable students to master a range of domestic and international logistics challenges. Students will be exposed to a strategic perspective of supply chain management appropriate to firms in different stages of development and operating in various types of industries. Topics include: analysis of Australian and international supply chain systems; development of competitive logistics strategies; analysis of the role of intermediaries and vendor development methods; channel structure and control including conflict resolution; influence of product and promotional mix on the costs and efficiencies of logistics; elements of transportation, warehousing, inventory control and material handling; role of logistics for successful entry in local and international markets.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Test on software tools, 10%; test on best practice logistics, 15%; major case study, 35%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE04601 ADVANCED MACROECONOMICS

Campus Footscray Park.

Prerequisite(s) BEO2263 Macroeconomic Analysis or BEO1104 Microeconomic Analysis with mathematical skills.

Content This subject provides a rigorous approach to contemporary analysis dealing in detail with the Australian economy. Topics include; alternative views of the business cycle; Keynesian theories of output fluctuations; comparison of neo-classical and Keynesian models; aggregate supply function and the Keynesian model; theory of real business cycles and Lucas imperfect information model; staggered price adjustment; Fichner-Riggs and Taylor models; the slow growth model and theories of unemployment.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Test, 20%; project, 15%; case study, 15%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE04803 APPLIED ECONOMETRICS

Campus City Flinders, Footscray Park.

Prerequisite(s) Nil.

Content This subject introduces students to the methodology and the role of data analysis including the place of econometrics in an overall research strategy. Topics include: econometric software; the classical linear regression model; properties of OLS and ML estimation and hypothesis testing and interval estimation; simultaneous equation models; diagnostic test statistics; ARCH and GARCH models; co-inegration.

Required Reading To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Class assignments, 30%; project and term paper presentation, 30%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO110 INTRODUCTION TO BUSINESS AND LAW

Campus: Footscray Park

Prerequisite(s): Nil.

Content: To introduce students to the core principles and practices of business and law, to provide an understanding of the role of business and law in society, and to develop the skills necessary for effective business and legal practice.

Assessment: Class tests, 30%; class projects, 30%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO111 INTRODUCTION TO TOURISM

Campus: Footscray Park, Kuala Lumpur

Prerequisite(s): Nil.

Content: An introduction to the tourism phenomenon, combining a theoretical approach to the concepts involved with a practical orientation to specific issues. It includes sections on the nature and concept of tourism, travel motivations, the historical development of tourism and the tourism system. An analytical framework is applied to the world's key generating and receiving regions incorporating planning, development and marketing issues. The subject includes the use of case studies, the interpretation of tourism statistics and the evaluation of public and private sector perspectives.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Two assignments, 25% each; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO112 INTRODUCTION TO TRAVEL INDUSTRY MANAGEMENT

Campus: Footscray Park, Kuala Lumpur

Prerequisite(s): Nil.

Content: This subject is an introduction to the travel industry and its role in the global economy. It covers the history and development of the travel industry, the nature and characteristics of travel and tourism, the role of the travel industry in the economy, and the management of travel and tourism organizations.


Recommended Reading: To be advised.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Progressive assessment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO119 INTRODUCTION TO BUSINESS AND LAW

Campus: Footscray Park

Prerequisite(s): BHO110 Introduction to Hospitality.

Content: To introduce students to the core principles and practices of business and law, to provide an understanding of the role of business and law in society, and to develop the skills necessary for effective business and legal practice.

Assessment: Class tests, 30%; class projects, 30%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO121 FOOD AND BEVERAGE MANAGEMENT I

Campus: Footscray Park

Prerequisite(s): BHO110 Introduction to Hospitality.

Content: To introduce students to the core principles and practices of kitchen management systems which optimise the managerial and operational efficiency of food production facilities. Topics include: introduction to food production; the menu as a core management tool; food commodities; recipe development and standard recipes; food production systems; evaluation methods of food production.


Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Progressive assessment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO122 FOOD AND BEVERAGE MANAGEMENT II

Campus: Footscray Park

Prerequisite(s): BHO121 Food and Beverage Management I.

Content: To develop a comprehensive understanding of the principles and practices of restaurant management. Topics include: concepts of restaurant management; conceptualising quality in a restaurant setting; quality control; evaluating restaurant performance in terms of financial, market and operational criteria.


Recommended Reading: To be advised.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Tests and assignment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Content This subject aims to develop an understanding of travel industry relationships. To provide students with knowledge of how to design and develop effective tourism product. This subject investigates the operation of businesses within the travel sector including travel agents, tour operators and transport. Issues addressed include the management of travel operations, transport management, the development of travel products, packaging, regulatory requirements, technical options and interface relationships. Particular emphasis is placed on the preparation of travel itineraries and packages.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Progressive Assessment, 60%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note: only non-programmable hand-held calculators may be used in examinations.

BHO2250 ADVERTISING AND PUBLIC RELATIONS

Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur

Prerequisite(s) BHO1171 Introduction to Marketing

Content This subject aims to develop an understanding of the terminology of promotion, in general, and advertising in particular, an understanding of the role of advertising both in the firm and in society, and an ability to integrate the different aspects of advertising into a comprehensive promotional plan. In addition, the subject will provide students with a knowledge of aspects of public relations and an appreciation of the techniques of identifying the policies and procedures of the organisation with the view to marketing of image. Topics include: communication theory and its application; advertising sales promotion; direct marketing.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments and/or mid-semester tests, 50%; final examination, 50% Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2252 SELLING AND SALES MANAGEMENT

Campus Footscray Park, Sunbury, Werribee.

Prerequisite(s) BHO1171 Introduction to Marketing

Content Selling and Sales Management will introduce students to the principles of selling and selling theory, and the various activities involved in setting up a sales force. The responsibilities of the sales manager will also be covered. Topics include: personal selling; theories of selling; organisational buyer behaviour; communication in the sales process; preparation in the selling process; the sales presentation; handling objections; follow-up after the sale; sales force management; organizing the sales force; forecasting sales; controlling; supervising and evaluating the sales force; international sales management; ethical issues in selling.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Case study, 20%; report, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BHO223 BUSINESS TO BUSINESS MARKETING

Campus Footscray Park, Sunbury, Werribee

Prerequisite(s) BHO1171 Introduction to Marketing

Content The subject will cover the general principles of marketing and how they apply to business to business marketing, and introduces students to the particular theories and the body of knowledge that surrounds the marketing of goods and services in the industrial marketing sector. Topics include: The nature of industrial markets, and the major differences between organisational and non-organisational buying processes, and the differences between their particular marketing strategies; business buyer behaviour and an understanding of how to communicate effectively with business clients. The means commonly used to service and motivate business customers; the selection, segmentation and targeting of industrial markets, and the role of industrial marketing research in this process; the formulation of an effective marketing mix and sound marketing plan for business to business marketing; the fundamentals of managing a business to business sales force and effectively servicing major (or key) accounts; the distribution of business to business products; the pricing of business to business products; the control of business to business marketing programs; and the formulation of reasoned responses to problems, professionally presented orally and in writing.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Test, 10%; case study presentation: teams of a maximum of three students, 10%; major project, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO225 TOURISM ENTERPRISE MANAGEMENT

Campus Footscray Park

Prerequisite(s) BHO1190 Introduction to Tourism

Content This subjects aims to identify short and long term operational issues confronting tourism enterprises. To identify and apply effective business management techniques to tourism enterprises. The subject also examines the management of tourism enterprises that are destination-based, with particular emphasis on the attractions and accommodation sectors. The subject evaluates the application of resources to the tourism operation including human resources, finance, marketing and technology. A variety of techniques are evaluated which can help to address both short and long-term management problems.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assessment, 60%; examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note: only non-programmable hand-held calculators may be used in examinations.

BHO228 ACCOMMODATION MANAGEMENT

Campus Footscray Park, Sunbury

Prerequisite(s) Nil.

Content An overview of the accommodation industry; the planning, management and operational requirements of accommodation complexes; the hotel front office guest cycle (from check in to check out); computers and technology in the accommodation industry; front office reception; the front office cashier; operating front office accounting systems; housekeeping operations; front office management; the industry award structure; room rate determination methodologies; management statistics/budgeting; hotel feasibility studies; hotel and motel room design; strategic planning concepts; SWOT analysis; environmental analysis; strategic choice; implementing strategy; planning in turbulence.


Recommended Reading An extensive reading list is handed to students at the beginning of the semester.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or a delivery mode as approved by the Faculty of Business and Law. NB Students will need to attend computer workshops to complete the required computer applications exercises in addition to the formal classes. Subject equal to 15 credit points.
Assessment. Semester test, 10%; computer exercise, 20%; assignment, 20%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2285 MARKETING RESEARCH
Campus Footscray Park, Sunbury, Kuala Lumpur
Prerequisite(s) BEO1106 Business Statistics; BHO1171 Introduction to Marketing
Content The subject aims to familiarise students with the applications for market research and its importance in making sound business and marketing decisions; and to complete successfully an applied research project. Topics include: introduction; the role of marketing research; research management and design; data acquisition and processing; design of surveys; marketing research and the behavioural sciences; introduction to multivariate techniques; applications of marketing research.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Case studies and project, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2286 NATURE-BASED TOURISM
Campus Footscray Park
Prerequisite(s) BHO1190 Introduction to Tourism
Content This subject aims to introduce students to the concept of nature-based tourism and its specific sub-categories of adventure tourism and ecotourism. To provide students with an understanding of the operations and visitor management issues for nature-based activities in natural environments. Topics include: motivations for nature-based tourism; the markets for adventure tourism and ecotourism; operations issues including accreditation, and the management of visitor in natural areas.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Progressive assessment, 60%; Final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note only non-programmable hand-held calculators may be used in examinations.

BHO2300 REGIONAL TOURISM MANAGEMENT I
Campus Footscray Park
Prerequisite(s) BHO1190 Introduction to Tourism
Content This subject introduces students to the role of regional tourism in the overall tourism industry. Topics addressed include: local government policy; the impact on tourism of council amalgamations; regional tourism organisations; stuffing issues at local and regional level, visitor information centres, fostering community support, and inter-regional cooperation.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Tests and assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2403 MUSIC INDUSTRY MARKETING
Campus Footscray Park
Prerequisite(s) BHO1171 Introduction to Marketing
Content This subject aims to introduce students to the concept of the music industry; to develop technical skills in marketing musical products and to understand the processes by which the music product moves from the manufacturer to the consumer. At the completion of the subject students should be able to explain the processes involved in wholesale, retail and distribution of music products, to describe the role of media in the marketing and promotion of music products and to compare different approaches to marketing in international territories.
Assessment Examination, 40%; three assignments, 20% each. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2407 MARKETING ON THE INTERNET
Campus Footscray Park, Werribee, Hong Kong
Prerequisite(s) BHO1171 Introduction to Marketing, BCO1101 Computer Applications
Content This subject aims to raise the awareness of “good marketing” practice through the use of a combination of marketing tools such as the internet so that an organisation has access to customer needs and aspirations. It also aims to develop a thorough understanding of digital media necessary for the effective pursuit of innovative marketing and advertising strategies. Topics include: introduction to the internet; marketing on the internet; communicating with consumers online; computer mediated selling; mechanics of electronic commerce; brand advertising; interactive advertising.
Assessment Practical project, 25%; group project, 25%; research assignment, 20% (approx. 2000 words); class presentation 1, 15% (approx. 2500 words); class presentation 2, 15% (approx. 2500 words). Students must satisfactorily complete each component of
the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO2404 CONSUMER BEHAVIOUR**
Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur.

**Prerequisite(s)** BHO1171 Introduction to Marketing.

**Content** The aim of the subject is to provide a detailed study for both consumer and organisational buying behaviour; of purchasing, processes and the factors which influence them. Topics include characteristics of individuals, groups and organisations and their influence on purchasing behaviour; consumer behaviour; organisational buying behaviour.

**Required Reading** To be advised by lecturer.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments and case study 40%; final examination and class test 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3174 INTRODUCTION TO PSYCHOLOGY**
Campus Footscray Park. 

**Prerequisite(s)** Nil.

**Content** The history and science of psychology; experimental methods; basic psychological concepts, the measurement of individual differences, sensation and perception, consciousness, conditioning and learning, memory and thinking, introduction to motivation, stress and health, psychology; intelligence, personality, measurement and theory; psychological disorders and treatment; social psychology.

**Required Reading** To be advised by lecturer.


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Tutorial presentation 25%; Tests (2 x 25%) 50%; Major assignment 25%; Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3204 ADVANCED MARKETING RESEARCH**
Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur. 

**Prerequisite(s)** BHO1171 Introduction to Marketing, BHO2285 Marketing Research, BEO2254 Statistics for Business and Marketing.

**Content** The subject is principally of an applied nature and is data and technology driven. It will focus on the use of quantitative and qualitative data in the marketing research setting relating to marketing decision making. It will build upon the underlying concepts and the techniques of gathering and analyzing data for effective marketing decisions and communication of results covered in Marketing Research and will introduce more advanced methodology, concepts and technology. This unit is designed to equip students with the techniques and skills to access and analyze information relevant to the marketing research activities of both private and public enterprises.


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Project, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3200 REGIONAL TOURISM MANAGEMENT 2**
Campus Footscray Park. 

**Prerequisite(s)** BHO1190 Introduction to Tourism, BHO2300 Regional Management 1.

**Content** This subject aims to build upon the framework developed in the first Regional Management subject. There is a strong focus on the development and marketing of regional tourism product with particular emphasis on cultural, environmental and special interest tourism. An analytical framework is used to assess both the impacts of regional tourism and success of the various regions. The subject involves the use of case studies to help reinforce the theory.

**Required Reading** To be advised by lecturer.

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Tests and assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3306 CASINO AND GAMING MANAGEMENT**
Campus Footscray Park.

**Prerequisite(s)** Nil.

**Content** This unit reviews the planning, management and operational requirements of Casino and Gaming Facilities. The aims of the subject are to develop the student's analytical and problem solving skills in the management of Gaming operations; and to evaluate the development of Casino and Gaming Complexes in Urban and Regional Development.


**Recommended Reading** An extensive reading list is handed to the students at the beginning of the semester.
Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject is equal to 15 credit points.

Assessment: Case studies, 20%; project, 30%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. No only non-programmable hand-held calculators may be used in examinations.

BHO3377 HOSPITALITY AND TOURISM MANAGEMENT SYSTEMS

Campus: Footscray Park.

Prerequisite(s): BAO1101 Accounting for Decision Making; BEU1106 Business Statistics; BC01101 Computer Applications.

Content: Introduction to hospitality and tourism based information systems, the role of computer in management decision making. Application of computer based decision systems, yield management, menu engineering, Schoolpro profit analysis. The analysis and effectiveness of existing systems used by the hospitality and tourism industries.

 Required Reading: Student handbook (lecture notes, readings, and exercises).


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject is equal to 15 credit points.

Assessment: Progressive Assessment, 60%; final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3373 INTERNATIONAL MARKETING

Campus: Footscray Park, Sunbury, Kuala Lumpur.

Prerequisite(s): BHO1171 Introduction to Marketing.

Content: Marketing in an international environment; international marketing research/ intelligence; market segmentation on a global scale; consumer behaviour in different countries/cultures; international product/service policy; international distribution; international promotion/ advertising; pricing in international markets; marketing planning on an international scale; organisation and control of international marketing importing and exporting.

Required Reading: To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject is equal to 15 credit points.

Assessment: Mid-term test, 10%; major project, 30%; class participation, 10%; formal examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3382 SERVICE MARKETING

Campus: Footscray Park, Werribee, Sunbury.

Prerequisite(s): BHO1171 Introduction to Marketing.

Content: This is an advanced unit in marketing which examines the special requirements for successfully marketing services. The various activities in the services marketing mix are examined with particular reference to product development, pricing, promotion, place decision, process design, people, performance and physical evidence. In addition, the role and importance of the service sector to the Australian economy is examined.


Recommended Reading: Extensive reading lists are provided throughout the semester.
Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject is equal to 15 credit points.

Assessment: Assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO333 FOOD AND BEVERAGE MANAGEMENT III**

Campus: Footscray Park

Prerequisite(s): BHO1122 Food and Beverage Management I; BHO1122 Food and Beverage Management II

Content: This subject aims to develop in students an understanding of key principles of food and beverage cost management strategy, enable students to critically evaluate both well-established and recent theories in catering supply and demand and to develop an understanding of the market in which catering operations exist; develop students capacity to undertake management of large-scale, multi-site and multi-unit catering projects. Topics include: competitive challenges of the restaurant and catering industry; systems theory and restaurant and catering systems including food safety systems; types of costs in restaurant and catering operations. Factors influencing restaurant and catering costs. Costs and menu engineering. Unique cost management problems of large-scale multi-site catering businesses. Contemporary issues in catering cost management. Industry case studies.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject is equal to 15 credit points.

Assessment: Assessment, 30%; group project, 30%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO335 MARKETING PLANNING AND STRATEGY**

Campus: Footscray Park, Werribee, Sunbury, Kuala Lumpur.

Prerequisite(s): BHO1171 Introduction to Marketing plus at least one second year and one third year marketing subject.

Content: This subject adopts a strategic approach to marketing. The tools, techniques and analyses performed in the preparation of a marketing strategy plan will be covered in detail. In addition, the subject will evaluate a number of theories developed to assist with strategy formulation. Topics covered include: trends in marketing strategy, portfolio analysis, competitor audits, customer audits, situation analysis, selecting strategic alternatives, the business vision and mission, implementation and control processes. The culmination of this subject may involve the preparation of a marketing plan.

Required Reading: To be advised by the lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject is equal to 15 credit points.

Assessment: Individual essay, 20%; group project, 40%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BHO3380HOSPITALITY ENVIRONMENTAL PLANNING AND CONTROL
Campus Footscray Park
Prerequisite(s) Nil
Content The emphasis of this subject is towards developing an awareness of environmental systems within which hospitality operations function. The factors which contribute towards the achievement of a safe, hygienic and ergonomically desirable environment will be discussed. In particular, the HACCP System for the management of hygiene and safety, together with the principles of ergonomics and work study will be applied to the selection of materials and equipment and to the planning of facilities and work patterns within Hospitality Operations.
Recommended Reading Footscray Park.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, tests, and reflective journals, 100%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3382DESTINATION PLANNING AND DEVELOPMENT
Campus Footscray Park
Prerequisite(s) BHO1190 Introduction to Tourism
Content This subject examines issues of tourism planning in relation to the impacts of tourism development and sustainable tourism. Particular emphasis is given to economic/market, physical/environmental, community and integrated approaches to tourism planning. Planning and development issues for urban and rural destinations are also examined.
Required Reading To be advised by lecturer.
Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Tests and assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3894 MEETINGS, CONVENTIONS AND EVENTS
Campus: Footscray Park.
Prerequisite(s): Nil.
Content: The rationale for staging conferences and conventions; establishing an organisational structure; planning the meeting, convention or event; staging the meeting, convention or event; event evaluation.
Required Reading: To be advised by lecturer.
Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Test and assignment, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3896 TOURISM RESEARCH PROJECT
Campus: Footscray Park, Werribee
Prerequisite(s): BHO1190 Introduction to Tourism, BHO3492 Tourism Planning and Development.
Content: This subject operates as a senior seminar. Students are introduced to project research methodology incorporating research techniques to evaluate tourism strategies and case studies. The tourism audit, identification and development of a tourism management research topic of strategic significance; undertaking a literature search and the collection and analysis of data; formulation of conclusions and recommendations and presentation of the main implications for management. Emerging issues.
Required Reading: To be advised by the lecturer.
Recommended Reading: An extensive bibliography is included in the course guide.
Class Contact: Equivalent to two hours of lectures and one one-hour tutorial per week for one semester. Subject equal to 15 credit point.
Assessment: Assignment, test and presentation, 80%; final test, 20%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3897 FIELD RESEARCH PROJECT
Campus: Footscray Park
Prerequisite(s): BHO1190 Introduction to Tourism
Content: This subject enables students to observe tourism in action in the field. The subject is offered as a Summer School elective after the completion of the semester 2 examination period. Previous destinations have included Queensland, Vanuatu, Bali, Western Samoa, Vietnam and Fiji. Prior to travel students receive a briefing on the problem to be investigated. The trip involves a series of site visits and presentations from relevant tourism-related personnel. Students complete a diary during the course of the trip and write up this as an assignment on their return.
Required Reading: To be advised by the lecturer.
Class Contact: Equivalent to three hours per week. Normally to be delivered as a combination of lectures, tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Project assignment, 100%. Supplementary assessment will not be available. Note: An additional charge applies for this subject.

BHO3900 HOSPITALITY AND TOURISM INDUSTRY PROJECT
Campus: Footscray Park, Kuala Lumpur.
Prerequisite(s): BBE3333 Co-operative Education.
Content: To introduce students to industry representatives and industry based project methodologies incorporating investigation techniques to better understand the issues confronting hospitality and tourism industry managers. Topics covered: Negotiating with industry representatives to identify and develop a hospitality or tourism industry project. Execution of the project which includes: undertaking a literature search and the collection and analysis of data; formulation of conclusions and recommendations; presentation of the main implications for management.
Recommended Reading: To be advised.
Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Progressive assessment, 50%; Final project report, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3901 HOSPITALITY FACILITIES PLANNING AND DEVELOPMENT
Campus: Footscray Park.
Prerequisite(s): BHO2282 Accommodation Management.
Content: To introduce students to the process of planning developing and evaluating hospitality facilities via systematic market demand analysis and feasibility study. Topic include: The development process: conceptualisation, planning and initiation, market demand analysis and feasibility studies. The management and operational phase: performance evaluation, decision making strategy development and implementation.
Recommended Reading: To be advised by lecturer.
Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Progressive assessment, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO3902 FOOD CHOICE FOR HEALTHY MENUS
Campus: Footscray Park.
Prerequisite(s): Nil.
Content: This subject examines recent food trends and the factors affecting consumer food choice with particular reference to nutritional issues. The nutritional needs and wants of different groups of consumers will be interpreted and applied to the development of diets and to the planning of healthy menus.
Required Reading: Drummond, K.E., 1996, Nutrition for the Federation Press, Van Nostrand Reinhold, New York, USA.
Recommended Reading: Khan, M.A., 1998, Nutrition for the...
BHO400 NATIONAL CULTURES AND CUISINES
Campus Footscray Park.
Prerequisite(s) BHO1121 Food and Beverage Management I
BHO1122 Food and Beverage Management II.
Content To introduce students to the factors which shape the
nature and structure of the hospitality industry and cuisines in
different cultures. Topics covered: the impact of climate and
geography on food types and food production methods; the
impact of climate, geography and culture on food and the
culture's foodservice industry; a comparative analysis of the
cuisine and foodservice industry of two different cultures;
sensory evaluation of different cuisines.
Required Reading: Bell, D., 1997, Consuming Geographies: we are
wheres we are, Routledge, London.
Recommended Reading: To be advised.
Class Contact Equivalent to three hours per week. Normally to be
delivered as two hours of lectures and one hour of tutorials,
workshops or modules or a delivery mode as approved by the
Faculty of Business and Law Subject equal to 15 credit points.
Assessment Progressive assessment, 60%; Final examination, 40%.
Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO4400 HONOURS RESEARCH THESIS (FULL-TIME)
BHO4401 HONOURS RESEARCH THESIS (PART-TIME)
Campus City Flinders.
Prerequisite(s) Nil
Content Students are required to complete a research thesis of
10,000 - 12,500 words based on the proposal developed in the
subject BHO4742 Business Research Methods. As part of the
assessment, students are required to present one one-hour seminar
on their research work.
Class Contact Three hours per week. Normally to be delivered as
two hours of lectures and one hour of tutorials, workshops or
modules; or a delivery mode as approved by the Faculty of
Business and Law. The balance of contact hours is to be agreed
with research supervisor. Subject equal to 60 credit points.
Assessment Seminar presentation, 15%; written thesis, 85%.
Students must satisfactorily complete each component of the
assessment to gain a pass in the subject. Supplementary assessment
will not be available.

BHO473 MARKETING COMMUNICATIONS AND
INFORMATION SYSTEMS
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject is aimed at developing managerial decision
making skills in the aspects of promotional elements and marketing
information systems. Topics covered would include: strategy
development and implementation in advertising, personal selling,
promotions/publicity, public relations, direct response marketing and customer
service; strategies for determining system requirements, decision
analysis, process specifications, system modeling, developing
system proposal and selecting appropriate database model and data
storage structure. Information needs with respect to testing mix
decision making and implementation; data analysis, interpretation
and dissemination.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as
two hours of lectures and one hour of tutorials, workshops or
modules; or a delivery mode as approved by the Faculty of
Business and Law. Subject equal to 15 credit points.
Assessment Assignments and class presentations, 50%; final
examination, 40%. Students must satisfactorily complete each part of
the assessment to gain a pass in the subject. Supplementary assessment
will not be available.

BHO467 MANAGERIAL MARKETING
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject is aimed at graduate students with prior
knowledge of marketing discipline. The aim of the subject is to
provide participants with a strong marketing framework on which
students can base managerial decisions affecting the marketing processes
within an organisation. The subject further seeks to develop
analytical skills and capabilities in students when dealing with or
confronted with managerial marketing problems whose response
decisions have implications within the organisation and in the
marketplace. Topics to be covered include: decision making in the
organisation, market planning, decision making and control;
marketing information for decision making and segmentation; market
measurement and forecasting; testing mix decisions and strategies; strategic moves for competitive edge
marketing in domestic, export and global markets.
Required Reading Dickson, Peter R., 1997, Marketing Management,
Class Contact Three hours per week. Normally to be delivered as
two hours of lectures and one hour of tutorials, workshops or
modules; or a delivery mode as approved by the Faculty of
Business and Law. Subject equal to 15 credit points.
Assessment Class presentations, 50%; research proposal, 50%.
Students must satisfactorily complete each part of the assessment
and gain a pass in the subject. Supplementary assessment will not be available.

BHO4742 BUSINESS RESEARCH METHODS
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject provides a comprehensive introduction to
research methodology, including the consideration of possible
research topics for academic theses and applied management
projects. It includes the following topics: the role of research;
theory building: the research process; ethical issues; problem
definition and the research proposal; exploratory research;
secondary data and information systems; survey research;
experimental research; measurement and scaling; attitude
measurement; questionnaire design; sampling; fieldwork; editing
and coding; descriptive statistics; univariate statistics; multivariate
analysis; and research reporting.
Required Reading Zikmund, William G., 1997, Business Research
Methods, 5th edn, Fort Worth, TX: The Dryden Press.
Class Contact Three hours per week. Normally to be delivered as
two hours of lectures and one hour of tutorials, workshops or
modules; or a delivery mode as approved by the Faculty of
Business and Law. Subject equal to 15 credit points.
Assessment Class presentations, 50%; research proposal, 50%.
Students must satisfactorily complete each part of the assessment
to gain a pass in the subject. Supplementary assessment will not be available.

**BLB101 AUSTRALIAN LEGAL SYSTEM IN CONTEXT**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject aims to introduce students to the nature, structure and development of the Australian legal system. It will provide students with an overview of the Australian legal system, its origins, sources, hierarchy and processes. This subject also aims to provide a contextual frame of reference for undergraduate first year law students before they proceed with other, more specific, law subjects. Topics include the role of law in society; the formal structures of Australian Law; origins and sources of Australian Law; the global context of the Australian legal system; judicial review and the Common Law method.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment (3000 words), 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLB102 CONTRACTS 1**

**Campus** Footscray Park.

**Prerequisite(s)** BLB101 Australian Legal System in Context.

**Content** This subject aims to introduce students to the fundamentals of contract law to enable them to understand the principles and applications of contracts in Australian law. The subject will also examine some of the theoretical and historical debates in this area. Topics include: the principles and theories of contract law and its evolution and application in the common law of England and Australia; the role of contract law in the Australian legal system; the elements of a valid legal contract, formalities associated with contract formation; legal capacity to contract; and factors which may vitiate a contract.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment (3000 words), 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLB103 AUSTRALIAN ADMINISTRATIVE LAW**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject will cover both common law and statutory administrative law rules with particular reference to Commonwealth administrative law legislation and processes relating to such matters as judicial review, administrative review on the merits, freedom of information legislation and the role of the Ombudsman.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment (3000 words), 40%; Moot court, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLB105 LEGAL RESEARCH METHODS**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Students will be introduced to primary and secondary legal sources of legal research materials and the means of researching them using both paper based and electronic resources. Students will learn to apply and evaluate appropriate research strategies and techniques and methods of citation.

**Required Reading:** As advised by lecturer.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment 1 (1500 words), 20%; Assignment 2 (1500 words), 20%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLB106 TORTS**

**Campus** Footscray Park.

**Prerequisite(s)** BLB101 Australian Legal System in Context.

**Content** The subject will examine the principles of negligence and its role in allocating liability for personal injuries and economic loss. Defences, remedies and the assessment of damages for negligence will also be examined. The subject will also consider the appropriate context within which alternative compensation schemes might operate. Other torts will also be considered during the subject including areas such as trespass, defamation and nuisance.
BLB1101 LAW DISCRIMINATION AND SOCIETY
Campus Footscray Park.
Prerequisite(s) BLB1101 Australian Legal System in Context.
Content This subject will examine the theory and application of concepts of equality. Students will then consider the various forms and instances of discrimination encountered in our society. Finally, they will examine Federal and State Anti-Discrimination legislation concerning discrimination on the grounds of sex, race, disability and religions.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Written research assignment (2500 words), 30%; Moot court exercise/Clients interviewing, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB1102 CONTRACTS 2
Campus Footscray Park.
Prerequisite(s) BLB1101 Australian Legal System in Context.
Content This subject will build on the areas of contract law and principles analysed in Contracts 1. It will also introduce new materials relating to government contracts, relational contracts and consumer contracts.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment (5-5,000 words), 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB1118 CONSTITUTIONAL LAW
Campus Footscray Park.
Prerequisite(s) BLB1101 Australian Legal System in Context.
Content An examination of basic principles upon which a constitution can be based, such as positivist and natural law theories. A consideration of unitary and federal systems, written and unwritten constitutions, and the effect each of these can have on parliamentary sovereignty and the separation of legislative, executive and judicial powers. The subject will also consider the ideas of writers such as Hobbes and Dugès and their impact on the development of constitutional law, and the refinement of the federalist concept by North American and other writers.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Major assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB2190 CORPORATIONS LAW 1
Campus Footscray Park.
Prerequisite(s) BLB1101 Australian Legal System in Context.
Content This subject will provide a basic overview of Australian Corporations Law. It will examine the historical development of this area of law, its key principles and policies, and the institutional arrangements supporting its application. Particular attention will be given to areas such as corporate personality, company formation, corporate governance, distribution of powers, membership, meetings, duties of officers, shares and capital raising, auditing and accounts and the structure of corporate regulation. The subject will also introduce students to laws affecting other forms of business association, particularly the law of partnerships.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 30%; Moot court presentation, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB2191 LEGAL WRITING AND DRAFTING
Campus Footscray Park.
Prerequisite(s) BLB1101 Australian Legal System in Context.
The aim of this subject is to develop an understanding of the principles of good legal writing, including plain legal language, and logical presentation, and aims to enhance and refine drafting skills. The subject consists of the following an introduction to plain English guidelines and the principles of drafting the function and operation of a document, stages in the preparation of a document, taking instructions, researching the law, the first draft, local or precedent style and appearance, amendment, final draft, interpretation and enforcement.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials.

**Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.**

**Assessment** Practical exercises, 40%; Group exercises, 30%; Assignment, 30%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject.

**Supplementary assessment** will not be available.

**BLB2123 TRADE PRACTICES LAW AND POLICY**

**Campus** Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** The subject will examine aspects of competition law with emphasis on the Trade Practices Act. Issues examined will include price-fixing, boycotts, misuse of market power; anti-competitive exclusive dealing, resale price maintenance and anti-competitive mergers. In addition, the subject will examine the new Access and Telecommunication Regimes set out in the Trade Practices Act and conclude with a consideration of the various penalties and remedies under the Act.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Major assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLB2124 CORPORATIONS LAW 2**

**Campus** Footscray Park.

**Prerequisite(s)** BLB2119 Corporations Law 1.

**Content** The aim of this subject is to introduce students to the key principles, policies and rules governing takeovers and corporate reconstruction and arrangements in Australia. This involves a close examination of chapter 6 of the Corporations Law and the Australian Securities and Investment Commission policy statements and practices notes governing this area. This subject will provide students with an in depth knowledge of Corporations Law rules regarding takeovers and corporate reorganisation in Australia.

**Required Reading:** Little, P., 1997, Law of Company Takeovers, LBC Information Services, Sydney, Australia.

Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB1215 REAL PROPERTY LAW
Campus Footscray Park.
Prerequisite(s): BLB1101 Australian Legal System in Context.
Content: The subject examines key concepts in Australia constitutional law including techniques and principles of constitutional interpretation. Principal Commonwealth and State legislative powers. Examination of the extent of the major powers granted to the Commonwealth. Limitations on governmental power including express and implied constitutional guarantees of rights and freedoms. Concept of separation of powers.
Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Major assignment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB1317 DISPUTE RESOLUTION AND CIVIL PROCEDURE
Campus Footscray Park.
Prerequisite(s): BLB1101 Australian Legal System in Context.
Content: The subject consists of two parts. (1) An introduction to dispute resolution methods; the identification of disputes and their management and resolution; an alternative dispute resolution methods concentrating on mediation. (2) Civil procedure including parties, pleadings, discovery and exchange of information. An appreciation of Supreme Court Rules and their part in facilitating a speedy, just, and accurate resolution of disputes; jurisdiction; delay and costs; conflict of laws; and appeals.
Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Simulation exercises, 50%; Research paper, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB1315 CRIMINAL LAW
Campus Footscray Park.
Prerequisite(s): BLB1101 Australian Legal System in Context.
Content: This subject will provide an introductory examination of the form and content of criminal law and some of the key procedural and evidentiary aspects of criminal trials. It will also include an exploration of the various competing theories as to the bases of criminal behaviour. Finally, the subject will examine key issues in respect to sentencing policy in criminal cases.
Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment, 25%; Oral presentation/Moot court, 25%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB1319 INTELLECTUAL PROPERTY LAW
Campus Footscray Park.
Prerequisite(s): BLB1101 Australian Legal System in Context.
Content: The following areas will be examined: copyright and neighbouring rights (including performers' rights and databases); registered designs and the protection of industrial designs; trade secrets and confidential information; patents; and trademarks; including the law of passing off. Competition and trade practices law will also be considered.

Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment 40%, Final examination 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB331 INTERVIEWING AND NEGOTIATION SKILLS

Campus: Footscray Park.

Prerequisite(s): BLB1101 Australian Legal System in Context.

Content: This subject comprises two related components: client interviewing and negotiation skills. Client interviewing outlines the legal and ethical framework within the interview process and techniques for ascertaining relevant information from the clients. The negotiation skills component is through role-plays and case studies, concentrating on the dynamics of the negotiation process, the variety of strategies available, and the appropriate framing of negotiations.


Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Practical exercise 1, 30%; Practical exercise 2, 30%; Case study assignment, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB332 LAWYERS AND LEGAL ETHICS

Campus: Footscray Park.

Prerequisite(s): BLB1101 Australian Legal System in Context.

Content: This subject shall commence with an examination of the origins and the development of the legal profession within the Australian context and the professional divisions within the legal profession. This will be followed by an examination of the general ethical responsibilities of the lawyer; the duties owed by the legal professional to the law, the court and the client; the various types legal services provided by the profession; the role of non-lawyers within the system; the role of the judge; and finally an examination of the future of the legal profession, including an examination of the ethical implications of the possible future acceptance of MDPs.


Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment 40%, Oral presentation Moot court, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB333 SECURITIES LAW

Campus: Footscray Park.

Prerequisite(s): BLB1101 Australian Legal System in Context.

Content: This subject aims to examine key areas of securities law such as securities regulation, the role of stock exchanges, the rules regarding insider trading and stock market manipulation, disclosure regulation, the regulation of prospectuses and the conduct of securities market professionals such as brokers and investment advisers. Other topics may include the role of securities law in the global financial system and the implications of securities law on corporate governance.


Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment 1, 50%; Assignment 2, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB334 COMPARATIVE COMMERCIAL LAW

Campus: Footscray Park.

Prerequisite(s): BLB1101 Australian Legal System in Context.

Content: This subject will examine one or more areas of commercial law from a comparative perspective. The subject will provide an introduction to the field of comparative law and do this by examining one or more commercial law subjects. It is expected that areas which would be suitable for comparative analysis would include the corporate laws of a number of different countries, the insolvency laws of different countries as well as the contract laws of different countries.


Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB335 TAXATION LAW

Campus: Footscray Park.

Prerequisite(s): BLB1101 Australian Legal System in Context.
Content

An introduction to basic policy concepts in the operation of Australian income tax laws. Relevance of residency. The major principles of income including the taxation of income, capital gains and adverse capital gains. The major principles of deductibility, statutory modifications and timing rules. The mechanisms by which revenue is collected from citizens and the limits on that process. An examination of anti-avoidance provisions. The basic principles of tax planning.

Required Reading:

Recommended Reading:

Class Contact

Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Assignment, 40%; Final examination, 60%; Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB4137 ASIAN LEGAL SYSTEMS

Campus Footscray Park.

Prerequisite(s)

BLB1101 Australian Legal System in Context.

Content

This subject will introduce students to the sources of Asian law; the principles of Asian legal systems such as the separation of powers. Depending on the interests of the lecturer and the students the content of this subject may vary. Initially, this subject will be primarily focused on the legal systems of Greater China including PRC, Hong Kong and Taiwan.

Required Reading:

Recommended Reading:

Class Contact

Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Research paper 1, 50%; Research paper 2, 50%; Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB4138 CONFLICT OF LAWS

Campus Footscray Park.

Prerequisite(s)

BLB1101 Australian Legal System in Context.

Content

This subject aims to give students an understanding of the methods by which all conflict disputes are resolved as well as an appreciation of the impact of the federal nature of our Constitution on the resolution of these disputes. Topics covered: Courts in one jurisdiction sometimes have to deal with cases involving a foreign law element, which arises from the law of another Australian State or Territory or that of another country. Conflict of Laws or Private International Law, as it is sometimes called, examines the principles (including the constitutional principles) in relation to four main issues: the court's jurisdiction over the parties; the choice of law; the recognition and enforcement of foreign judgments (including those of other Australian courts); and the resolution of conflicts between different national laws. The law in relation to choice of law decisions is studied in the context of specific areas of law (eg. contracts, torts, property, succession and matrimonial causes).

Required Reading:
Prerequisite(s) Nil.

Content This subject aims to provide students with an understanding and awareness of the law relating to the employment relationship. The employment relationship includes employment contracts, termination of employment contracts, unfair dismissal and disputes. The subject will be taught using examples drawn from case studies in order to provide students with a sound understanding of the relevant legal principles involved.

Required Reading
- Chippindale, Australia, C.C.H.
- Lehmann and Coleman, Australia, Butterworths.
- Lipton, L.P. and Herzberg, A., Understanding Contract Law, C.C.H.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class tests and assignments. Supplementary assessment will not be available.

BLO2067 EMPLOYMENT LAW
Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.

Content This subject aims to provide students with a sound understanding of the law and business aspects relating to employment relationships. The subject will be taught using examples drawn from case studies in order to provide students with a sound understanding of the relevant legal principles involved.

Required Reading
- Eaglebook, John and the Law, C.C.H.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class tests and assignments. Supplementary assessment will not be available.

BLO2502 CORPORATE LAW
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BLO1105 Business Law.

Content This subject aims to provide students with a sound understanding of the principles relating to different business organisations and the legal framework within which they operate. The subject will cover the legal principles relating to the formation, management and dissolution of companies. The subject will also cover the legal principles relating to the liabilities of company directors and officers.

Required Reading
- Lipton, L.P. and Herzberg, A., Understanding Company Law, C.C.H.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class tests and assignments. Supplementary assessment will not be available.

BLO2506 TAXATION LAW AND PRACTICE
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BLO1105 Business Law.

Content This subject aims to provide students with a sound understanding of the principles of taxation in relation to income tax. The subject will cover the legal principles relating to the determination of taxable income, the calculation of taxes payable, and the enforcement of tax laws.

Required Reading

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class tests and assignments. Supplementary assessment will not be available.

BLO2601 INTRODUCTION TO LAW
(This subject will not be offered in 2002)
Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject aims to provide students with an understanding of the nature of law and the legal system. The subject will cover the basic concepts of law, including the sources of law, the relationship between law and society, and the role of the law in society.

Required Reading
- Eaglebook, John and the Law, C.C.H.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class tests and assignments. Supplementary assessment will not be available.
Prerequisite(s) BLO1105 Business Law.
Content The subject will address the need for informing and challenging students to develop knowledge and skills in the area of Employment Law. Topics include an introduction to Australian labour law; the sources of Australian employment law; the nature of the employment relationship; the content of the contract of employment, express terms, implied terms, recruitment and limits of managerial control over hiring termination and remedies at common law; statutory remedies for arbitrary termination; preventative legislation; discrimination in employment; occupational health and safety; informing and training the system.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments and class work, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO233 HEALTH AND SAFETY LAW
Campus Footscray Park, Werribee.
Prerequisite(s) BLO1105 Business Law.
Content The subject will address the need for informing and challenging students to develop knowledge and skills in the area of Health and Safety. The subject covers introduction to: historical limits of government intervention in health and safety; emerging common law constraints; implied responsibilities and duty of care for employers and employees; the impact of legislation on the duty of care; the role of federal and state governments in effecting health and safety in the private sector; corporate and transnational issues in health and safety; compensation issues; possible reforms.
Required Reading To be advised by lecturer.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 20%; final examination and tests, 80%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO233 TAXATION B
Campus Footscray Park, Werribee.
Prerequisite(s) BLO2206 Taxation Law and Practice.
Content The aim of the subject is to make students aware of, at an advanced level, of the principles of taxation studied in BLO2266 Taxation Law and Practice. The subject covers: taxation administration, tax avoidance, current problems in taxation and their effect on health and safety in the private sector; corporate and transnational issues in health and safety; compensation issues; possible reforms.
Required Reading Woofinder, Valla and Burns, Australian Taxation Law latest edn, CCH.
Recommended Reading Bux, Gelb, Gorbich, Marks and Pose, Courses and Materials on Taxation, latest edn, LBC; LBC Weekly; Tax Bulletin. Lehmann and Coleman, Taxation Law in Australia latest edn, LBC; Munnia and Munnia, Leading Cases in Australian Tax law latest edn, LBC; Ryan, K.W. Manual of the Law of Income Tax in Australia, 6th edn, Law Book Co. Taxation: Income Tax Assessment Act and Franchise Legislation, CCH or LBC. Other references, case materials and tutorial sheets will be distributed during the subject.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment One assignment, 30%; final examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO2401 COMMERCIAL LAW
Campus Footscray Park, Werribee.
Prerequisite(s) BLO1105 Business Law.
Content To extend the student’s knowledge and understanding of the law of contracts by a study of particular kinds of contracts, and other areas of special interest to commerce, industry and consumers. Topics which will be covered include the law of Impaired Terms in relation to Goods, titles to Goods, the Trade Practices Act in relation to consumer and business protection, Negligence, Manufacturers’ Liability, Agency Law and Bankruptcy.
Required Reading Latimer, P.A, an Australian Business Law, current edn., CCH.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment One assignment, 30%; one three-hour examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO2401 MUSIC INDUSTRY LAW
Campus Footscray Park
Prerequisite(s) BEO2400 Music Industry Economics
Content This subject explains the application of a wide spectrum of laws applicable to the recording and publishing industry, including the law of contract, intellectual property, fair trading, defamation and censorship. At the completion of the subject students should be able to explain the main legislative provisions giving copyright protection, copyright implications in various music products including broadcasts, sampling and new digital technologies. Students will also be expected to explain the role of a music publisher and a record company, options in recording and publishing contracts and relevant international perspectives.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or
BLO2406 CYBER LAW

Campus: Footscray Park, Hong Kong.

Prerequisite(s): BLO1105 Business Law

Content: To develop a knowledge and an understanding in the legal and intellectual property issues relating to the utilisation of electronic commerce practices within the wider business community and an understanding of the legal consequences and practices that arise from the production, implementation and execution of electronic commerce applications. Topics covered: An introduction to the Internet and Cyberlaw; definition of the Internet and electronic commerce; identification of relevant areas of law; identification of current issues; commerce infrastructure issues; Copyright, Trade Mark and Patents Issues in Cyberspace; privacy and security breaches; specialised regulatory schemes e.g. data protection legislation. Recommended Reading: McKeeough, J.P., 1994, Butterworths Student Companions Intellectual Property, 2nd edn., Butterworths, Melbourne.

BLO2501 LAND LAW

Campus: Footscray Park

Prerequisite(s): BLO1105 Business Law

Content: This subject aims to provide students with an understanding of how different cultures place different values on land usage and ownership; the significance of land to the Australian Aboriginal; to evaluate recent developments in recognition of Native Title in the Aboriginal communities; to understand the factors which shaped current Native Title rights and possible future developments. Recommended Reading: Reynolds, H., 1992, The Law of the Land, Penguin, 2nd edn., Extracts from both the Mabo and Wik decisions. Other material to be advised.

BLO2502 TRANSPORT LAW

Campus: Footscray Park, Werribee.

Prerequisite(s): BLO1105 Business Law

Content: This subject examines the body of law governing the international and domestic carriage of passengers and goods by air, sea, road and rail. Emphasis is given to the regulatory framework of international civil aviation; the liability of air carriers in the carriage of passengers, baggage and cargo; the international regulatory aspects of shipping and liability in sea transport; and the regulation of road and rail transport. The subject reviews the main international transport conventions and their implementation in Australia, where relevant. Specific areas covered include: the legal status of airspace under the Chicago Convention on International Civil Aviation 1944; international conventions for the carriage of passengers and goods including air carriers' liability under the Warsaw Convention 1929 as amended; regulation of the system - the Montreal Protocols and Inter-carrier Agreements; the United Nations Convention on the Law of the Sea (UNCLOS) 1982 (establishing rules governing the various uses of the oceans); the London Convention on the Limitation of Liability for Maritime Claims 1976 and the Limitation of Liability for Maritime Claims Act 1999 (Cth) which caps the liability of the shipowner under the International Carriage of Passengers and Luggage by Road 1973 and Protocol 1976; Road Transport: regulation and liability within Australia, liability for dangerous goods; occupational health and
safety privatisation through toll roads; carriage of goods by land under the Carriers and Innkeepers Act 1958 (Vic); implications of the Trade Practices Act 1974(CTH) on carrier liability; border controls, regulatory (Customs and Quarantine) aspects of carriage of goods and persons.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 40%; examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3290 INTEGRATED BUSINESS AND LAW
Campus Footscray Park.

Prerequisite(s) BLO1105 Business Law.

Content The subject primarily examines the legal rights and obligations arising in business and personal arrangements between suppliers of goods and services and their competitors and between suppliers and customers. It covers a range of topics and issues including sales techniques and marketing abuses; disclosure of information, misrepresentation and misleading advertising under Commonwealth and State legislation; uses governing product standards, occupational licensing and liability for products and services; distribution arrangement including franchising arrangements; marketers and intellectual property law; marketers and international trade law; electronic marketing and legal risk management.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment (2500 words), 30%; Open Book Examination, 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3290 LAW OF INSOLVENCY
Campus Footscray Park.

Prerequisite(s) BLO2205 Corporate Law.

Content The aim of the subject is to provide students with the knowledge of the law relating to personal and corporate insolvency in a practical setting.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 40%; class participation, 10%; three hour final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3305 ADVANCED CORPORATE LAW
Campus Footscray Park.

Prerequisite(s) BLO2205 Corporate Law.

Content This subject aims to build on the knowledge students have gained in Corporate Law concerning the law relating to business structures and companies. Topics include: The role of the Australian Securities and Investment Commission and the Australian Stock Exchange, takeovers, shareholder rights, corporate groups; effect of privatisation and corporatisation of publicly owned enterprises such as Telstra and the SEC, impact of CLERP and other current issues.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class presentation, 15%; assignment/essay, 25%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3313 ADVANCED TAXATION LAW AND PRACTICE
Campus Footscray Park, Werribee.

Prerequisite(s) BLO2206 Taxation Law and Practice.

Content The aim of the subject is to make students aware, at an advanced level, of the principles of taxation studied in BLO2206 Taxation Law and Practice. The subject covers: taxation administration, tax avoidance, current problems in taxation an introduction to international taxation and double tax treaties, tax structures and tax planning.

Required Reading Woodward, Vella and Burns. A utralian Taxation Law, latest edn, CCH.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment One assignment, 30%; final examination, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3332 ADMINISTRATIVE LAW
Campus Footscray Park.

Prerequisite(s) BLO1105 Business Law.

Content The subject will address the need for informing and challenging students to develop knowledge and skills in the area of Constitutional and Administrative law. Topics include: challenging a by-law, introduction to decision-making appeal procedure and the
Federal and Victorian Administrative Appeals Tribunal; ombudsmen; ultra vires, reason for decisions; consultation and notice; freedom of information; natural justice; private clauses; reservations, consent, agreements; licences and permits; insurance, employment, bailments and leases; privacy and censorship. Special legal topics have been introduced as required.

**Recommended Reading**

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
- A three-hour final examination, 70%; a research paper on a selected topic, 30%; Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO3351 LEGAL TOPICS B**

**Campus Footscray Park.**

**Prerequisite(s)** BLO1105 Business Law.

**Content** This subject is intended to increase students' knowledge of certain areas of the law, which are of particular relevance in a business context. The topic selection varies but past topics have included the law relating to: intellectual property; securities industry; consumer protection; insurance; employment, bailments and leases; privacy and censorship. Special legal topics have been introduced as required.

**Required Reading**

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
- Assignment, 40%; class participation, 10%; three-hour final examination, 50%; students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO3405 LAW OF FINANCIAL INSTITUTIONS AND SECURITIES**

**Campus Footscray Park.**

**Prerequisite(s)** BLO2205 Corporate Law.

**Content** The subject aims to provide a knowledge of the legal framework within which bank and non-bank financial institutions (NBFI) operate, including their regulation under legislation, the general law and the Code of Banking Practice; the assessment and operation of securities accepted by them, and the legal consequences of a borrower's insolvency. On completion of the subject, students should be able to recognise the importance and forms of legal regulation, analyse the legal principles which govern the relationship between financial institutions and their customers; identify potential areas of liability to customers and third parties, and demonstrate their understanding of the legal rules governing negotiable instruments, securities and insolvency.

**Topics** include the legal setting of the Australian banking system, nature of the banker customer relationship, the conduct of financial institutions and their responsibilities to customers, cheques, negotiable instruments, securities, credit cards and electronic banking services, and insolvency.

**Required Reading**

**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
- Internal assessment and final examination. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
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professions. Particular areas of the law to be looked at include various aspects of business law and consumer protection law, liquor control, innkeepers, gaming and food law. This subject covers the interpretation, compilation and application of the body of law affecting the hospitality industry. Although the subject does not pretend to be exhaustive, it is hoped that it will provide the student with a working knowledge of where relevant law is to be found, what such law consists of, and how it is practically applied.

Required Reading Either: Vermeesch, R.B. and Lindgren, K.E., Business Law of A utralia, CCH.

Recommended Reading Rountree, Liquor Laws of Victoria, Butterworths Various other references and Acts of Parliament to be advised.

Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial. Subject equal to 15 credit points.

Assessment Tests, assignments and examinations. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3500 COMPARATIVE LAW

Campus Footscray Park

Prerequisite(s) BLO1105 Business Law and 3 other law units

Content This course aims to provide students to recognise the importance of history and culture in the evolution of legal systems generally and in the region in particular and to understand the extent to which legal systems in the region differ from each other and from the Australian legal system, and the extent to which these difference impact upon the successful establishment of business with, and the transaction of business with, residents of the region. To enhance their understanding of the variations of culture, society and in the region and beyond.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment 40%, examination 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO3511 BUSINESS LAW AND STRUCTURE

(ENGINEERING AND SCIENCE SERVICE SUBJECT)

Subject details appear in Postgraduate Subject details.

BLO9211 SPORT, LAW & THE ATHLETE (FOR HUMAN DEVELOPMENT STUDENTS ONLY)

Campus Sunbury

Prerequisite(s) BLO1105 Business Law

Content This subject will commence with an introduction to the Australian legal system. It will then proceed to give an overview of the law of contract, which is fundamental to understanding much sports law. The students will then be introduced to those laws that have direct and practical application to everyday sport and leisure activities, particularly as they apply to the athlete. Topics that will be covered include matters relating to the employment of the athlete including employment law, restraint of trade and equal opportunity and anti-discrimination law. The students will also consider issues of injury and compensation and the potential rights and liabilities that may arise for participants as well as sport and recreation administrators. This will involve consideration of the law of assault, negligence, and related matters. The issues of drugs in sport, challenges of the decisions of sporting disputes tribunals and alternative dispute resolution will be considered. Finally students will look at how the athlete may protect their reputation through the law of defamation.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Research assignment, 25%; Class presentation, 10%; Class participation, 5%; Examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment ill not be available.

BLO3511I SPORT, COMMERCE & THE LAW (FOR HUMAN DEVELOPMENT STUDENTS ONLY)

Campus Sunbury

Prerequisite(s) BLO9211 Sport, Law & the Athlete

Content This subject builds upon some of the fundamental legal principles dealt with in Sport, Law & the Athlete. Students will be given a short review of those principles before moving on to cover areas including legal structures of sporting organisations, risk management and insurance, intellectual property including trademarks, copyright etc. passing off and misleading and deceptive conduct, legal issues involved in marketing an event, sponsorship and combating ambush marketing, media law as it applies to sport, liquor licensing and gaming, and taxation issues for athletes and sports organisations. Current issues such as matters arising out of the Sydney Olympics may also be dealt with.

Required Reading To be advised.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Research assignment, 30%; Class presentation, 15%; Class participation, 5%; Examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment ill not be available.

BMO102 MANAGEMENT AND ORGANISATION BEHAVIOUR

Campus Footscray Park, Sunbury, Werribee, Kuaki Lumpur Hong Kong

Prerequisite(s) Nil.
The aims of this subject are to provide students with an understanding of organisational behaviour and management theory; to assess critically the underlying values of these theories; to assess critically the utility and application of the management practices informed by these theories in the Australian context; and to analyse critically the values of Australian managers concerning behaviour in organisations and to evaluate the effectiveness of these assumptions. This subject includes the following topics: overview of the development of organisation/management theory; analysis of scientific management; human relations theory; individual behaviour/perception, personality, learning, motivation; group behaviour; group dynamics; conflict resolution, leadership, concentrating on Australian case studies and incorporating a consideration of issues of gender, ethnicity and age applications of management/organisation theory in Australia; communication processes; and quality of working life.

Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Class presentation, 15%; major assignment, 25%; tests, 20%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO1182 BUSINESS COMMUNICATION

Campus Footscray Park, Sunbury.

Prerequisite(s) Nil

Content The aims of this subject are to develop an understanding of the principles of effective business communication and to develop and integrate oral and written communication skills so as to enhance organisational communication ability. This subject includes the following topics: How is business communication relevant? communication systems within organisations; the structure and organisation of business documents; the problem solving approach to effective communication; logic and reasoning in organisational communication; improving communication competence; the process of writing; business research and analysis skills; oral presentations and speeches; improving listening skills; cope; editing; referencing and footnoting; non-verbal communication; the formal and human sides to decision making in meetings; cross-cultural communication.

Required Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Presentations 10%; mid-semester test 15%; reports 20%; folio 5%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO1192 BUSINESS COMMUNICATION

Campus Footscray Park, Sunbury.

Prerequisite(s) Nil

Content The aims of this subject are to provide students with an understanding of organisational behaviour and management theory; to assess critically the underlying values of these theories; to assess critically the utility and application of the management practices informed by these theories in the Australian context; and to analyse critically the values of Australian managers concerning behaviour in organisations and to evaluate the effectiveness of these assumptions. This subject includes the following topics: overview of the development of organisation/management theory; analysis of scientific management; human relations theory; individual behaviour/perception, personality, learning, motivation; group behaviour; group dynamics; conflict resolution, leadership, concentrating on Australian case studies and incorporating a consideration of issues of gender, ethnicity and age applications of management/organisation theory in Australia; communication processes; and quality of working life.

Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Class presentation, 15%; major assignment, 25%; tests, 20%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO2065 FACILITY MANAGEMENT

Campus Footscray Park, Sunbury.

Prerequisite(s) Nil

Content This subject aims to provide an understanding of the process of planning, designing and managing office space and building services. Topics covered may include: the nature of facilities and the role of the facility manager; the effect of environment on office productivity; facility management and corporate strategy; space planning and management; furniture selection and asset control; heating, ventilation and air conditioning systems; office occupational health and safety; managing churn; alternative approaches to space usage; space management software; and assessment of facility quality and building performance.

Required Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Class assignments 50%; final examination 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO2181 OPERATIONS MANAGEMENT

Campus Footscray Park

Prerequisite(s) Nil

Content The aim of this subject is to enable business graduates to co-ordinate the operations functions effectively. This requires an understanding of both the activities involved in the operations function and the decision making techniques needed to control it. This subject includes the following topics: definition of operations function in manufacturing and service industries; the planning and control of the operations process; application of analytical methods and techniques to production.

Required Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Group presentation, 10%; computer workshop assignment, 20%; research assignment, 20%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO2182 ENTREPRENEURIAL BUSINESS

Campus Footscray Park, Sunbury.

Prerequisite(s) Nil

Content This subject aims to provide an understanding of the process of planning, designing and managing office space and building services. Topics covered may include: the nature of facilities and the role of the facility manager; the effect of environment on office productivity; facility management and corporate strategy; space planning and management; furniture selection and asset control; heating, ventilation and air conditioning systems; office occupational health and safety; managing churn; alternative approaches to space usage; space management software; and assessment of facility quality and building performance.

Required Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Class presentation, 15%; major assignment, 25%; tests, 20%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO2065 FACILITY MANAGEMENT

Campus Footscray Park, Sunbury.

Prerequisite(s) Nil

Content This subject aims to provide an understanding of the process of planning, designing and managing office space and building services. Topics covered may include: the nature of facilities and the role of the facility manager; the effect of environment on office productivity; facility management and corporate strategy; space planning and management; furniture selection and asset control; heating, ventilation and air conditioning systems; office occupational health and safety; managing churn; alternative approaches to space usage; space management software; and assessment of facility quality and building performance.

Required Reading


Class Contact

Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Class presentation, 15%; major assignment, 25%; tests, 20%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
MANAGEMENT

Campus: Footscray Park

Prerequisite(s): BMO2100 Introduction to Small Enterprise.

Content: This subject aims to introduce students to a deeper understanding of a range of issues important to the success of small enterprise ventures. Topics include financial management, marketing, legal issues, strategic planning, technology and business networking.

Required Reading: To be advised by the lecturer.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment, 35%; examination, 65%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO2283 ENTREPRENEURAL BUSINESS ISSUES

Campus: Footscray Park

Prerequisite(s): BAO2100 Introduction to Small Enterprise; BMO2102 Entrepreneurial Business Management.

Content: This subject aims to introduce students to a deeper understanding of a range of issues important to the success of small enterprise ventures. Topics include financial management, marketing, legal issues, strategic planning, technology and business networking.

Required Reading: To be advised by the lecturer.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO283M OPERATION'S SUPPORT SYSTEMS

Campus: Footscray Park

Prerequisite(s): Preferably BMO2181 Operations Management.

Content: This subject aims to acquaint students with the application of computer based support systems of operations management. This subject includes the following topics: introduction to management information systems for operations; examination of the operation of business systems; planning and implementation tools and techniques for support systems; introduction to production planning and control using information systems including Materials Requirements Planning (MRP) and MRPII; introduction to service requirement systems.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Class topic presentation, 10%; computer workshop assignments, 10%; research assignment, 30%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO2271 ORGANISATIONS

Campus: Footscray Park, Werribee.

Prerequisite(s): BMO 1102 Management and Organisation Behaviour.

Content: This subject examines the practices and functioning of organisations at micro levels, with an emphasis on how the individual interacts and influences on such organisational settings. It is designed specifically to provide students with practical skills and a better understanding of themselves as people which will enable them to be more effective managers. The topics covered in this subject include: personality, social perception, group dynamics, motivation and the management of personal behaviour such as stress management, conflict negotiation and career management strategies.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Major assignment, 35%; presentation, 15%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO283I MATERIALS MANAGEMENT AND DISTRIBUTION

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: This subject is designed specifically to provide students with practical skills and a better understanding of themselves as people which will enable them to be more effective managers. The topics covered in this subject include: personality, social perception, group dynamics, motivation and the management of personal behaviour such as stress management, conflict negotiation and career management strategies.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Distribution centre assignment, 20%; logistics problems and simulation, 20%; case study evaluation, 20%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BM02380 CAREER PLANNING AND DEVELOPMENT
Campus Footscray Park, Sunbury, Werribee.
Prerequisite(s) Nil
Content This subject provides students with essential background knowledge in order to inform their career development. It takes a dual focus, examining at the individual level career development theory in the context of the career choices people make, and their involvement in work, while at the social level it examines the way work has developed and will change in the future. Students will identify their current interests, values and abilities and identify strategies they need to develop their life and work goals. This will equip them with mechanisms to effectively deal with entry into the graduate labour market. Topics include: history and sociology of work; forecast future trends in the nature of work; career development theory; self awareness; understanding change in the context of career management; work and organizational values; professional loyalty; career decision making; career strategic planning; politics, culture and legislation of work and advanced job seeking skills.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.
Assessment Group presentations, 30%; project, 40%; Career Strategic Plan and sample job application, 30%; Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM02354 CONFERENCES AND MEETINGS MANAGEMENT
Campus Footscray Park, Sunbury.
Prerequisite(s) BM01102 Management and Organisation Behaviour or equivalent subject.
Content The aims of the subject are: to develop understanding and competencies related to the principles and processes required to effectively plan, manage and evaluate meetings, conferences and special events. This subject includes the following topics: principles and practices of planning processes; planning, conducting, managing and evaluating special events, ie. seminars, conferences and conventions; planning, conducting, managing and evaluating meetings.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.
Assessment Class assignment, 20%; syndicate conference project, 40%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM02402 MUSIC INDUSTRY MANAGEMENT
Campus Footscray Park
Prerequisite(s) Nil
Content The subject provides students with an introduction to the basic concepts and processes needed to be an effective business oriented manager in the music industry and to develop appropriate analytical and evaluative skills. At the completion of the subject students should be able to demonstrate the competencies and skills required in various sectors of the music industry.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.
Assessment Examination, 50%; two assignments, 25% each. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM02803 MANAGEMENT STRATEGY FOR ELECTRONIC COMMERCE
Campus Werribee, Hong Kong.
Prerequisite(s) BM01102 Management and Organisation Behaviour.
Content To study theories and models of organisational strategy, policy and decision making relating to electronic commerce and to assess critically their value to an organisation and its stakeholders and to develop knowledge, personal skills and competencies in the development of relationships between organisations utilising electronic commerce. Topics include: the nature of strategic management; major elements, history, models; information technology and competitive advantage; the classic arguments, problems with the classic arguments; strategic planning and IT; competitive strategy analysis, value chain analysis; aligning IS strategies with business strategies; planning frameworks; cost/benefit analyses, making the investment decision; strategy implementation: managing change; the development of network firms: developing trust and collaborative practices; management of issues for electronic commerce: risk analysis, contingency planning, codes of practice, employee training and the development of standards; global trends and future directions in the management of electronic commerce.
Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Research assignment 1, 25% (approx, 2500 words); research assignment 2, 25% (approx, 2500 words) examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BMO 3377 ORGANISATION BEHAVIOUR
Campus Footscray Park.

Prerequisite(s) Nil.

Content An introduction to organisation behaviour; the processes underlying behaviour and its consequences within organisation; practical behavioural skills which contribute to the formulation, implementation and evaluation of effective work practices; the methods and the need of investigation in behavioural studies; the nature of the person, the various capacities of people and some approaches in the study of a person, the relationship between the person and the organisation, identifying various managerial roles such as leadership and power; their use and misuse.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Tutorial presentation and report, 20%; participation, 10%; multiple choice test No. 1, 20%; multiple choice test No. 2, 20%; major assignment, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 3200 HUMAN RESOURCE MANAGEMENT
Campus Footscray Park Sunbury.

Prerequisite(s) BMO 1102 Management and Organisation Behaviour.

Content The aim of this subject is to introduce the principal components of the human resource management function, and to examine the links between the effective utilisation of human resources and overall organisational effectiveness. This subject includes the following topics: overview of personnel and human resource management, influences on HRM function, recruitment, selection, orientation, equal employment opportunity and affirmative action; job design, performance appraisal and training and career development; total remuneration, employment relations, OHS and developments and research in Human Resource Management.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Group case study and report, 35%; individual presentation 10%; mid-semester test 15%; final examination 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 3284 BUSINESS COMMUNICATIONS TECHNOLOGIES
Campus Footscray Park, Sunbury.

Prerequisite(s) ECO 1101 Computer Applications.

Content This subject aims to provide an understanding of the operation and use of a variety of business communications technologies, particularly as used to support administrative office functions, within the context of Australian and world telecommunications infrastructures. Topics covered may include: principles of transmission; the components and operation of local-area and wide-area computer networks; the public switched telephone network; business telephone systems; business communications applications, including electronic messaging systems, facsimile, conferencing, and mobile communications; the Internet and other business information services; and the implications for business of convergence, regulation and competition in the telecommunications industry.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class assignment, 20%; project, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to attaain a pass in the subject. Supplementary assessment will not be available.

BMO 3282 BUSINESS ETHICS
Campus Sunbury, Werribee, Footscray Park.

Prerequisite(s) All core subjects. This subject is normally taken in the final year.

Content The overall aim of the subject is to promote ethical awareness in business decision making processes, so that students are sensitised to ethical issues embedded in the complexity of business activities. The subject helps to foster an environment where business situations with potentially unethical dimensions can be openly discussed. The subject covers ethics theory and its relevance to practical decision making processes. The main parts of the subject will have a practical orientation, using the theory and an ethical decision making model as a guide. The following topics will be discussed: why are ethics necessary? defining ethics in business, setting a tone at the top of the organisation, leadership and communication in the form of codes of conduct within an organisation; the process of making ethical decisions; ethical issues in business activities; environmental influences; the individual, law and regulations, values and culture; the decision making process, information acquisition, ethical criteria, procedural maxims and general caveats and the model of ethical decision making process dealing with yourself and others, stress, organisational constraints and practices, the question of maintaining relationships; ethical dilemmas in an organisation; corporate culture and a normative model of codes of conduct; empirical evidence on corporate culture; the concept and practice of accountability; ie to shareholders, employees, customers, employers and society, fraudulent activities types, causes, actions taken, different roles within an organisation; laws and regulations of fraudulent activities; whistleblowing, professional attributes, a review of different codes of conduct from various professions/groups, perceptions of the unique, and employers’ perspective; international business and ethics, multinational corporations and international dimensions of business practices, regulations and culture.


Recommended Reading Articles and case studies materials will be given as an integral part of the subject.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment The subject will be 100% continuously assessed through oral presentations, case reviews, personal diaries, reports and seminar participation. Students must complete each component of the assessment satisfactorily to pass. Supplementary assessment will not be available.

BMO 3199 ASIAN BUSINESS ENVIRONMENT
Campus Footscray Park, Sunbury, Werribee.
Prerequisite(s) BMO1102 Management and Organisation Behaviour.

Content This subject aims to provide an introduction to the study of
the differences in management styles and strategies encountered
when doing business in Southeast Asia and Northeast Asia or in
dealing with managers of firms based in these regions. The subject
draws particular attention to regulatory regimes and relations
between business and government in countries to Australia's north.
These themes have become the subject of numerous reports by
Australian government, by consultants and international banks and organisations. Familiarity with the issues emerging in this
literature will be valuable to graduates employed in either a business
or a governmental context. The subject aims to add to students
ability to anticipate and adjust to changes in Australia's international
economic environment. Themes include country profiles;
management styles; working with governments; investors and
leaders; multinationals. Students should develop an awareness of
private sector relations.

Recommended Reading
McIntyre, D.C., Managing in Australia's Region, draft VUT.

Class Contact.

BMO3320 INTERPERSONAL AND ORGANISATION
NEGOTIATION
Campus Footscray Park, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour.

Content The aims of this subject are to introduce the application of
experiential learning to the teaching of interpersonal and
organisational negotiation; to provide a theoretical framework
linking communication and negotiation in groups and organisations
and to develop students' skills in negotiation in these contexts. The
subject includes the following topics: the role of a negotiator;
negotiation theory; conflict and bargaining power; communication
skills: preparing to negotiate; negotiating tactics; role of the third
party in negotiations; negotiation skills training; critical issues in
negotiation exercises and international negotiation models.

Required Reading To be advised by the lecturer.

Recommended Reading Lewicki, R.J. et al. 1994, Negotiation, 2nd

Class Contact Three hours per week. Normally to be delivered as
two hours of lectures and one hour of tutorials, workshops or
modules, or a delivery mode as approved by the Faculty of
Business and Law Subject equal to 15 credit points.

Assessment Test, 20%; assignment, 30%; examination, 50%.
Students must satisfactorily complete each component of the assessment
satisfactorily to pass. Supplementary assessment will not be available.

BMO3321 CONSULTING AND COUNSELLING
Campus Footscray Park, Sunbury.

Prerequisite(s) BMO3220 Human Resource Management.

Content The aims of this subject are to enhance students' understanding of workplace interpersonal relationships and
communication skills; to provide students with an understanding of
the theory and practice of interviewing especially their
interview types, purposes and aims; to enable a student to
develop knowledge and skills with regard to the interviewing and
counselling processes at the individual, group and organisational level; and to assess critically the role of consulting, interviewing
doing and counselling activities in organisations. This subject includes
the following topics: the importance of interviewing for human
resource managers; consulting and counselling as specific forms
of interviewing; interview interpersonal and assertiveness skills;
counselling and team building; the counselling and consulting roles
of the human resource manager.

Recommended Reading Robbins, S.P. & Humakor, P.L., 1996,
Training in Interpersonal Skills: Tips for Managing People at Work, 2nd
Hall, Sydney, Australia.

Class Contact Three hours per week. Normally to be delivered as
two hours of lectures and one hour of tutorials, workshops or
modules, or a delivery mode as approved by the Faculty of
Business and Law Subject equal to 15 credit points.

Assessment Class presentation, 20%; journal, 20%; video role play,
20%; final examination, 40%. Students must satisfactorily complete
each component of the assessment to gain a pass in the subject.
Supplementary assessment will not be available.

BMO3325 HUMAN RESOURCE MANAGEMENT
EVALUATION
Campus Footscray Park, Sunbury.

Prerequisite(s) BMO3476 Training and Development.

Content The aims of this subject are to enhance students' understanding of the influences that shape the strategic provision of
training. To enable students to evaluate critically training systems;
Recommended Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class presentation, 20%; research assignment, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3328 HEALTH AND SAFETY MANAGEMENT

Campus Sunbury, Footscray Park.

Prerequisite(s) BMO1102 Management and Organisation Behaviour.

Content This subject aims to develop student knowledge on the nature of health and safety at work, and management strategies to minimise injury and disease in the workplace. The role of management, government and trade unions in addressing health and safety is also critically assessed. Topics include the incidence and nature of occupational illness; interdisciplinary perspectives on occupational health and safety; theories of injury causation; occupational stress, working hours, preventable employment and emerging OHS issues; regulation and trade unions in OHS; management systems and employee empowerment; preventive strategies; workers' compensation and rehabilitation practices.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Case study analysis, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3329 ASIAN EMPLOYMENT RELATIONS

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject aims to develop student knowledge on the nature and form of employment relations in the following Asian countries: Japan, South Korea, Hong Kong, China, Taiwan, Singapore, Philippines, Thailand, Malaysia and India. The subject will be introduced by a discussion of the nature of employment relations. This will be followed by the development of a theoretical framework for analysis of the formation of employment relations in the context of industrialisation. The analysis will include assessment of theories purporting to explain the development of employment relations such as convergence theories, dependency theories, cultural theories and institutionalist theories. The theoretical framework will then be applied to the above mentioned countries.


BMO3327 ORGANISATION CHANGE AND DEVELOPMENT

Campus Footscray Park, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour or equivalent subject.

Content The aims of this subject are to develop a sound knowledge of organisations, their design, development and change, implementing change strategies and evaluating change. This subject includes the following topics: an introduction to organisation development and change; levels of organisational change - individual, group, intergroup and organisation level; managing resistance to change.

Required Reading To be advised by Lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class presentation, 15%; research assignment, 35%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3326 PUBLIC ADMINISTRATION

Campus Footscray Park, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour.

Content The aims of this subject are to provide an introduction to public sector management and an understanding of the theory and activities of public administration in Australia and to explore the complexities facing a public sector manager. The subject includes the following topics: the Westminster system, Australia's three levels of government, federal, state and local government; public policy; political parties and pressure groups; framework for managing the public sector; change, efficiency, effectiveness and accountability in the public sector within the context of contemporary issues.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Written report, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class presentation, 20%; research assignment, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3325 MANAGEMENT AND ORGANISATION BEHAVIOUR

Campus Sunbury, Footscray Park.

Prerequisite(s) Nil.

Content To be advised by Lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class presentation, 15%; research assignment, 35%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Melbourne 1998,

Subject. Supplementary assessment will not be available. Complete each component of the assessment to gain a pass in the Final Examination 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3351 WORKPLACE INDUSTRIAL RELATIONS
Campus Footscray Park, Sunbury.

Prerequisite(s) BMO1102 Management & Organisation Behaviour or equivalent.

Content The aims of this subject is for students to develop a critical understanding of the interaction between management, employees and unions at the workplace. Topics include the changing nature of management and the implications of trends in precariousness employment for the future of work; redefining employment relationships in the knowledge economy; strategic employee relations policies and practices; the role of workplace unionism and workplace bargaining; non-union workplaces; workplace consultative processes and grievance handling; women workers and affirmative action and managing diversity.

Required Reading A collection of current readings will be compiled for students to purchase.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law.

Assessment Research essay (3000 words), 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3352 INTERNATIONAL MANAGEMENT
Campus Footscray Park.

Prerequisite(s) BMO1102 Management & Organisational Behaviour or equivalent.

Content The aims of this subject is to develop an understanding of the critical factors impacting upon the management of resources in the international business environment. Topics to be covered include; understanding the international business environment; national trade and labour policies; legal and political factors in international management; role of culture in international management; social responsibility and ethical behaviour in the international context. Managing resources in the international context: international strategic management; international strategic alliances and joint ventures; organisation design for international business. Managing human resources in the international context: managing people in the international context; the repatriation process; multinational performance management; developing international staff and managing diversity; international compensation policies; employment relations and multinationals.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law.

Assessment Research essay (3000 words), 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3381 MANUFACTURING DECISION ANALYSIS
Campus Footscray Park

Prerequisite(s) BMO1102 Management.

Content This subject provides an array of techniques to analyse the major decisions faced by operations managers; a comprehensive understanding of stochastic simulation modelling and specialised techniques and their application in a variety of manufacturing and service industries; an understanding of the extent to which quantitative techniques can provide advice on operational decisions.

This subject includes the following topics: operations systems and decision processes; product and process decision; facility location and layout; the use of stochastic simulation to investigate complex operating situations involving flow processes and queuing network models and soft systems analysis; quality control and assurance; and advances in manufacturing technology.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Simulation assignment 10%; problems 10%; industrial project 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3385 LIVE PERFORMANCE MANAGEMENT
Campus Footscray Park

Prerequisite(s) Nil

Content This subject introduces students to the organisational and management responsibilities of developing and presenting an act for small and larger scale live productions. At the completion of the subject students should be able to explain the processes involved in creating and building a live performance act, the technological requirements for small, medium and large scale productions, the logistical requirements for touring and key issues involved in international touring.

Required Reading To be advised by the lecturer.

Recommended Reading Simpson, S and Seeger; C,1994, Music Industry,


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Examination, 40%; two assignments, 30% each. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3420 HUMAN RESOURCE INFORMATION SYSTEMS
Campus Footscray Park, Sunbury

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Essay 20%; case study 30%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Prerequisite(s) BCO1101 Computer Applications; BMO3220 Human Resource Management.

Content The aims of this subject are to study and critically evaluate the principles and methodologies involved in the management of information about human resources; and to develop the knowledge and skills to effectively use and manage human resource information systems (HRIS). The subject includes the following topics: information technology; human resource information management requirements; features and users of HRISs; analysis, development, implementation and management of HRISs; practical use of HRIS software as an example of HRISs for strategic purposes.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Assignments; Final Examination. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3422 MANAGING THE SERVICE ORGANISATION

Campus Footscray Park.

Prerequisite(s) BMO1102 Management and Organisation Behaviour or equivalent subject.

Content: Introduction to service management in service organisations; service sector changes in organisation structure; service management; management of conflict and creativity; organisational and individual development.

Required Reading To be advised by lecturer.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Individual report 15%; Presentation 10%; Group presentations 20%; final examination 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3423 STRATEGIC MANAGEMENT

Campus Footscray Park, Sunbury, Werribee.

Prerequisite(s) BMO1102 Management and Organisation Behaviour or equivalent subject.

Content: The aims of this subject are to study normative theories and models of organisation strategy and decision making, to assess critically their value to an organisation and its shareholders; and to develop knowledge, personal skills and competencies in the application of the above approaches. This subject includes the following topics: the nature of strategic management; analyse the environment; planning direction; planning strategy; implementing strategy; global strategic management and future directions.

Required Reading To be advised by lecturer.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Industry analysis, 20%; group case study, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3476 TRAINING AND DEVELOPMENT

Campus Footscray Park, Sunbury.

Prerequisite(s) BMO3220 Human Resource Management.

Content The aims of this subject are to provide students with an understanding of the theory and practice of training and development, to assess critically the effectiveness of adult learning principles and training and development techniques; to enable students to develop knowledge and skills with regard to the design, management and evaluation of training and development; and to enable students to analyse the training needs of individuals and to design an appropriate development program. This subject includes the following topics: the importance of training for organisational effectiveness and individual career development, training productivity and quality of worklife; training needs analysis and skills audit and job analysis; computer assisted and managed learning; selling, training and development programs within an organisation.


Recommended Reading An extensive reading list is handed to students at the beginning of the semester.

Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Group presentations 20%; syndicate group project 30%; final examination 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3522 ENGINEERS AS MANAGERS (ENGINEERING SERVICE SUBJECT)

Campus Footscray Park.

Prerequisite(s) NIL.

Content Developing process models, analysing process purpose; measuring process performance; measuring process performance; feedback and corrective action; responding to external changes; motivating for process improvement; alternative approaches to process improvement; total quality management. The role of the engineer from both the customer/systems perspective and the innovation/improvement perspective.

Required Reading Class Notes: Engineers and Process Management, Engineers and Organisational Systems.

Class Contact Subject equal to 15 credit points.


Class Contact Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law.

Assessment: Assignments 60%; tests and oral presentations, 40%. Students are expected to complete each component of the assessment to gain a pass in the subject.

BMO 4400 HONOURS RESEARCH THESIS (FULL-TIME)

BMO 4401 HONOURS RESEARCH THESIS (PART-TIME)
TIME)
Campus: Footscray Park, City Flinders.
Prerequisite(s): Nil.

Content
The aims of this subject are to offer methods of analysing organisations and understanding the managerial issues that they present; to focus directly on both management and leadership while providing a clear synthesis and integration of current thought on organisation theory; to develop students’ investigative and interpretative skills as they relate to the analysis of organisations; and to further develop the managerial skills and competencies. The subject considers the following themes: overview of organisational analysis and managerial effectiveness; criteria used for effective diagnosis of organisations; impact between organisations and organisational behaviour. The seminar program will also elaborate selected themes in manufacturing management, administrative management, public sector management and human resource management with students reviewing current literature and developing critical appraisals.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact
Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Individual assignment, 20%; business plan and presentation, 50%; sighted examination, 30%. Students must complete each part of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.

BMO4422 INNOVATION AND ENTREPRENEURSHIP
Campus: Footscray Park, Sunbury, City Flinders.
Prerequisite(s): Nil.

Co-requisite(s): BMO4420 Organisation Behaviour and Analysis or the equivalent.

Content
It is imperative that managers have an understanding of the concepts of innovation and entrepreneurship and the skills and competencies to apply this knowledge effectively. The aims of this subject are: to provide an in-depth study of the concepts of innovation, entrepreneurship and an appreciation of the environment in which they are practised and to study and appraise the theory and practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition; the innovation, entrepreneurial process; new venture ideas; market opportunities; competitive advantages; human resource issues; personal ethics; identifying and marshalling key stakeholders; financial considerations; acquisition of resources and ownership and structure; innovators in action; managing rapid growth, managing a troubled organisation, and crafting a personal strategy.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact
Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Individual assignment, 20%; business plan and presentation, 50%; sighted examination, 30%. Students must complete each part of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.

BMO4423 STRATEGIC ANALYSIS
Campus: Footscray Park, City Flinders.
Prerequisite(s): Nil.

Co-requisite(s): BMO4420 Organisation Behaviour and Analysis, or an equivalent subject.

Content
All managers are involved in the strategic management process. It is therefore important that their knowledge and skills in this area be developed. The objective is to highlight and explore the principal elements in the external and internal environments impacting on organisations and to apply strategic analysis, knowledge and skills. This subject is designed to develop each participant’s knowledge, skills and competencies in identifying organisational strengths, weaknesses, opportunities and threats in the national and international context. This subject includes the following topics: the strategic management process, environmental analysis, recognising and analysing trends, formulation of strategy, strategic choice, implementation and evaluation, and contingency planning.

Required Reading
To be advised by the lecturer.

Class Contact
Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Case study, 20%; strategic plan and presentation, 30%; literature review and report, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO4430 RESEARCH METHODS
Campus: Footscray Park, City Flinders.
Prerequisite(s): Nil.

Content
The aims of this subject are to: introduce students to the processes and principles used in planning, conducting, reviewing and reporting the results of research; enhance students’ knowledge, skills and competencies in conducting research; and provide guidance in completing a thesis. This subject includes the following topics: the process and principles involved in planning and executing a research project; research ethics; conceptualisation of a research problem and its contextualisation within a body of theory; operationalisation of concepts to test theoretical conceptualisation; the development and selection of appropriate measurement instruments for data collection and analysis of data; report and thesis writing; and dissemination of findings.

Required Reading

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Literature search and review, 30%; presentation of research proposal, 20%; final research proposal, 50%. Students must complete each part of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.

BMO4512 LABOUR RELATIONS (ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: The aim of this subject is to develop an awareness of employee relations at the macro and workplace level. This subject examines the role of the major institutions of industrial relations as well as the nature of workplace relations. Issues covered include the causes, functions and resolution processes of industrial conflict; changing management strategies in industrial relations; the role of equal employment opportunity and affirmative action policies; the nature of union involvement at the workplace; and current issues concerning labour relations.

Required Reading: To be advised by lecturer.

Class Contact: Equivalent to three hours per week comprising one two-hour lecture and one one-hour tutorial for one semester.

Assessment: Written assignment, 30%; class presentations, 20%; final examination, 50%. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO4522 INDUSTRY ECONOMICS (ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: This subject will examine how competitive and non-competitive market structures affect the pricing and output decisions of Australian firms. Topics include market structure, conduct, and performance; market failure; and regulation.

Required Reading: To be advised by lecturer.


Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law.

Assessment: Semester assignments, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO4531 HUMAN AND INDUSTRIAL RELATIONS (ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: Overview of personnel and human resource management; managing and influencing people; motivation; use of power; management styles; facilitating teams; effective team communication and development; developing and using procedural and operational guidelines; current trends in people management. Major institutions in Australian industrial relations. Nature of workplace relations. The causes, functions and resolution processes of industrial conflict; changing management strategies in industrial relations.

Required Reading: To be advised by lecturer.

Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law.

Assessment: Major assignment, 30%; final examination, 70%. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Postgraduate Studies

Exclusion and Progression Regulations

Satisfactory progress is defined as the successful completion of a minimum of half the normal course load in any calendar year and semester of enrolment. In determining course progress, a student’s course load as at 31 March for semester one or 31 August for semester two will be considered.

Unsatisfactory progress is defined as:

(a) failure to comply with the minimum rate of progress; and/or
(b) failure to comply with a conditional enrolment.

Within the context of the above paragraph a student cannot, without the express approval of the head of the course awarding School (or nominee):

(a) enrol in any sequential unit without having passed all prerequisite units;
(b) enrol in any unit with a co-requisite without having either previously passed the co-requisite unit or enrolling simultaneously in the co-requisite unit;
(c) enrol in any subsequent year unit without having passed at least three-fourths of the preceding year’s units;
(d) undertake an industrial training program without having reached an appropriate academic standing;
(e) enrol in the final year of a course containing an industrial training program without having completed the industrial training program to the satisfaction of the course awarding School; or
(f) enrol in more than one final year option unit without having passed all the core units in the preceding years of the course.

General Information

Assessment

Assessment in the Postgraduate courses is designed to monitor students’ progress and achievement as well as contribute to and enhance their learning. Thus, a range of assessment methods is employed. These include examinations, essay/assignments, seminar presentations/papers, practical reports, individual and group projects, case studies, and debriefing reports. Supplementary assessment will not normally be granted, except at the discretion of the Dean, if there are exceptional circumstances.

Minimum Completion Requirements

(a) The following apply:
- a Graduate Certificate is constituted by completion of 60 credit points.
- a Graduate Diploma is constituted by completion of 120 credit points.
- a Masters program is constituted by completion of 180 credit points.

(b) Normally the maximum number of exemptions given including RPL are:
- for a Graduate Certificate – no exemptions (with the exception of the Graduate Certificates in Immigration Law, and Enterprise Resource Planning Systems)
- for a Graduate Diploma – up to half of the course
- for a Masters – up to two thirds of the course.

(c) for students entering programs with credit from elsewhere the following number of FOB subjects are to be studied in order to qualify for a postgraduate Business Award offered through Victoria University of Technology:
- two subjects for a Graduate Certificate
- four subjects for a Graduate Diploma
- four subjects for a Masters program

Exemptions

Claims by students for exemptions from subjects of any course on grounds of special experience or having passed equivalent subjects at other colleges or universities in Australia or overseas, should be submitted on the proper form to the Faculty of Business and Law Office accompanied by proof of the relevant qualifications or experience. Forms are available from the Faculty of Business and Law Office. Exemption approval is given by notification in writing.

Students who have completed the Graduate Diploma in Company Secretarial Practice offered by Chartered Secretaries Australia are admitted to postgraduate courses offered by Victoria University and are eligible to apply for exemptions for postgraduate subjects completed within the Graduate Diploma.

Leave of Absence

Leave of absence is granted at the discretion of the Head of School controlling the course of study. Students must apply on a Leave of Absence application form available from the Faculty of Business and Law Office.

Leave of Absence applications are decided having regard for: the reason for the leave; whether a student has been granted previous leave; the academic record of the student. Leave of Absence is normally granted for one or two semesters. In very special circumstances, however, longer periods may be approved by the relevant Head of School. Leave of Absence is not granted to students who have completed less than one semester of study within the Faculty of Business and Law.

Deferral (Commencing Students)

Deferral will not be granted to applicants who have been offered a place in a course.
Research Activities

Victoria Graduate School of Business
The Victoria Graduate School of Business is responsible for advancing the profile and graduate teaching capacities of the Faculty of Business and Law.

The new School, established in January 2000, is located at City Flinders Campus and draws upon the intellectual resources of the whole Faculty to facilitate the improvement of the graduate teaching and research culture of the Faculty. This will be achieved through a variety of mechanisms including the Graduate School Seminar Program and the Graduate School Visitor Program. The Graduate School will provide support to attract excellent students and to enhance graduate teaching and research expertise across the Faculty.

The Graduate School seeks to strengthen the adoption of Faculty-wide strategies of teaching and learning at the graduate level.

School of Accounting and Finance
The Accounting and Finance Research Unit is the research arm of the School. Its key roles include facilitating research and consultancy activities within the School, supporting staff and students with their research endeavours and enhancing links with the academic, economic and government communities. The Unit conducts research seminars on a number of campuses for staff and students involving visiting scholars as well as School staff. The unit has also produced a number of research reports of specific interest to the business community. Research related data-bases and materials, and the Treasury Management Laboratory are very useful to the business community. Research related data-bases and materials, and the Treasury Management Laboratory are very useful to the business community.

Staff are engaged in research across the spectrum in accounting and finance, with particular emphasis in the areas of management accounting, environmental accounting issues, the public sector, accounting education, corporate reporting and finance-related topics. The high level of research activity is evident in the number of domestic and international conferences and seminars which staff present at each year.

The School offers master degrees by research as well as PhDs.

School of Applied Economics
The School offers coursework postgraduate programs in Business Economics and International Trade. Within these programs students can elect to enrol in either a postgraduate diploma or a Masters Degree. The School also offers Masters degrees by Research and PhDs.

The research interests in the School are broad and staff are involved in a number of research and consultancy activities dealing with economic analysis applied to international trade and industrial economics, small business and tourism economics.

The School has extensive databases and much use is made of the Trade Data Base for research purposes.

School of Hospitality, Tourism and Marketing
The School has active research programs in many areas related to the management of enterprises in hospitality, tourism and marketing. Research is conducted by staff and graduate students (Master and PhD) in small teams, and in conjunction with various research centres within the University.

The Centre for Hospitality and Tourism Research aims to combine the best of academic research with solutions to practical problems of enduring value to industry and government. The Centre is continuing to focus on assisting doctoral and master’s students in initiating and completing their research, and to work with University staff members to sharpen their research skills and extend their impressive publication performance. Research contexts are selected which will lead to the addressing of issues of real concern to operating management, so all parties - students; staff; and industry and government - cooperate in achieving their objectives. Some particular areas of research are the usage of marketing research by management, and aspects of the management of hospitality and tourism enterprises. Technological developments in tourism are an area of expertise of the Centre, and the Centre is an acknowledged leader in the detailed analysis of large databases, with several researchers examining some of Australia’s major tourism databases in cooperation with their owners. These include the Bureau of Tourism Research’s International Visitor Survey and Domestic Tourism Monitor, and the Queensland Tourist and Travel Cooperation’s Queensland Visitor Survey.

School of Information Systems
The School has research interests in the areas of systems development, network management, user computing, multimedia, inter-networking, small business and technology, electronic commerce, information planning and resource management, information systems curriculum development, image processing, executive information systems, information planning and resource management, gender and equity issues in professional practice and training, executive and management information systems, documentation and user involvement and support.

The Electronic Commerce Unit is a research arm of the School of Information Systems. The Unit conducts research seminars on a number of campuses for staff and students involving visiting scholars as well as School staff. The Unit also sponsors an occasional papers series together with a research seminar program. A collaborative research laboratory has been set up for use by research and coursework students of the School including honours students. Visiting staff from the United Kingdom and from China have been sponsored by the School to further foster development and provide diversity within the research initiatives of the group.

Postgraduate courses are centred around several discipline areas of expertise and interest within the School, namely Information Systems, Information Management, SAP, Systems Development and Systems Technology.
The School also offers Masters degrees by Research and a PhD program.

School of Law
The School of Law was established as a separate unit in January 2000. Since that time the School has appointed its first Chair in Law and has begun to consolidate the existing research strengths of its staff in the areas of comparative commercial law, international trade law and corporate law and governance. The School has also begun to develop an expertise in the areas of cyber-law and law and globalisation.

The establishment in August 2000 of a Comparative Commercial Law Research Unit will enhance the research capabilities of the School and provide a framework within which consultancies can be negotiated, grant applications can be developed and links might be fostered between the School of Law and professional, business and governmental bodies.

The School of Law already has an active research seminar series, is sponsoring two major conferences in the forthcoming year and is currently negotiating to host an international seminar series in 2001 with leading legal academics from United States, Canada, the United Kingdom, Asia and Europe visiting the School to present papers, lead workshops and deliver lectures.

The School of Law is also in the process of actively seeking to expand its numbers of research Masters and Ph.D students.

School of Management
The School of Management was established in May 1990. Since that time staff have built on established links with industry, commerce and government through their research and consultancies.

The School offers six specialisations at the postgraduate level: administrative management, industrial relations/human resource management, manufacturing management, government and business management, training and change management, and events management. The latter course was offered for the first time in 1997.

Research interests in the School are broad and include areas such as: quality management, communication audits, communication and organisation performance, management of organisation change, office automation and organisation performance, administrative systems, procedures and performance, career development, organisation structure and effectiveness, manufacturing strategy, product and process management, productivity measurement, training and change management, workplace reform, computer aided learning, human resource performance indicators and benchmarks, strategic human resource management, public sector management, public policy, and government and business relations.

The School also offers Master degrees by Research and PhD.s.

Postgraduate Offerings at City Flinders Campus
Postgraduate studies commenced at the City Flinders Campus at the beginning of the 1992 academic year. Postgraduate courses are available in the following areas: MBA, DBA, Accounting, Finance, International Trade, Business Economics, Government and Business Management, Human Resources and Industrial Relations, Event Management, Comparative Commercial Law, Information Systems, ERP, Marketing, Hospitality and Tourism Management.

**Victoria Graduate School of Business**

**Master of Executive Studies (Offshore)**

**Course Objectives**
The course aims to teach strategic management skills to graduates and senior executives from a wide range of academic and professional backgrounds.

**Admission Requirements**
To qualify for admission applicants normally must either:
(i) have completed successfully a Masters Degree in Business Administration or equivalent and have a minimum of five (5) years experience in management/administration.
(ii) have completed a Bachelor degree or equivalent and have a minimum of ten (10) years experience in senior management/administration.
(iii) have a minimum of fifteen (15) years experience in senior management/administration.

The course is endorsed for offer to full-fee overseas students.

In addition to the requirements listed above, overseas applicants must have a minimum proficiency in the English language as demonstrated by:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of Written English – score of 5.5.

**Course Duration**
The course may be offered on a full-time basis over a period of three semesters or part-time equivalent. Each subject carries a value of 15 credit points except the thesis which carries a value of 45 credit points and the MBA project which carries a value of 45, 30 or 15 credit points subject to the elective subject combination chosen by the student. Students must complete 180 credit points through academic study in order to graduate.

**Course Structure**
The course comprises twelve subjects, consisting of core subjects and elective subjects. Of the twelve core subjects listed, students are required to complete a minimum of eight. These eight core subjects are to be approved by the Course Co-ordinator. Up to four core subjects may be deleted on the basis of appropriate undergraduate studies and/or appropriate work experience. These subjects must be replaced with electives approved by the Course Co-ordinator.

**Core subjects are as follows:**
- BEO6500 Economics for Management
- BEO6501 Quantitative Analysis
- BLO6502 Law for Management
- BCO6503 Management Information Systems
- BAO6504 Accounting for Management
- BHO6505 Marketing Management
- BMO6506 Work and Organisations Systems
- BMO6507 Employee Relation Strategies
- BMO6508 Operations Management
- BAO6509 Corporate Finance
- BMO6511 Strategic Management and Business Policy
- BMO6522 Managing Innovation and Entrepreneurship

**Elective Subjects**
Four electives approved by the Course Co-ordinator. For the complete set of elective subjects approved by the Course Co-ordinator:
- BGP6511 Business Research Methods
- BGP6512 MBA Major Project (full-time) (equivalent to three subjects)
- BGP7701 Thesis (part-time) (equivalent to three subjects)
- BGP6513 Business Research Methods
- BGP7702 MBA Major Project (full-time) (equivalent to three subjects)

**Master of Business Administration**

**Course Objectives**
The course aims to provide appropriate Business Management skills to managers from diverse backgrounds who are graduates of commerce, business, engineering, science or humanities.

**Admission Requirements**
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with business administration or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

The course is endorsed for offer to full-fee overseas students.

In addition to the requirements listed above, overseas applicants must have a minimum proficiency in the English language as demonstrated by:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of Written English – score of 5.5.
or

BGP6513 Business Research Methods
BGP7704 MBA Minor Project (full-time)
(equivalent to two subjects)
BGP7705 MBA Minor Project (part-time)
(equivalent to two subjects)

plus one elective approved by the Course Co-ordinator

or

BGP6513 Business Research Methods
BGP7705 MBA Minor Project
(equivalent to one subject)

plus two electives approved by the Course Co-ordinator.

Students will not normally be permitted to commence the elective component of the course until they have satisfied requirements in at least four core subjects.

Master of Business Administration (International)

Course Objectives

The course teaches students the necessary skills to improve their performance of a wide range of management activities in addition to developing a sound business education and the ability to think strategically. Mandarin Chinese is the primary language of instruction and assessment.

Admission Requirements

To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or equivalent and have a minimum of 2 years work experience.

Students must provide evidence of some proficiency in the English language with International English Testing System overall band score of 5 and proficiency in Mandarin Chinese.

In addition to the requirements listed above, overseas applicants must have a minimum proficiency in the English language as demonstrated by:

International English Language Testing System – overall band score of 5 subject to individual profile and appropriate level of Mandarin Chinese.

Course Duration

The course will be offered in block mode on a part-time basis over a 2 year period. Each subject carries a value of 15 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure

The course comprises of twelve subjects:

BEO6505 Economics for Management
BEO6501 Quantitative Analysis
BLO6902 Law for Management
BCO6501 Management Information Systems
BAO6504 Accounting for Management
BH3605 Marketing Management
BMO6506 Work and Organisation Systems
BMO6507 Employee Relations Strategies
BMO6508 Operations Management
BAO6509 Corporate Finance
BMO6511 Strategic Management and Business Policy

plus one elective approved by the Course Co-ordinator.

Doctor of Business Administration

Course Objectives

This course has been developed to address the emerging shortage of suitably qualified doctoral graduates in business. The Doctor of Business Administration aims to produce graduates who can apply appropriate business disciplines and techniques to help solve the problems of businesses and government resource management in an innovative and resourceful manner and participate in the interactive process of research.

Admission Requirements

Applicants for the Doctor of Business Administration degree are required to hold a Master of Business degree or its equivalent and to have completed at least two years appropriate work experience. Overseas applicants are required to demonstrate a proficiency in English as measured by tests conducted by either the English Language testing service or in a Test of English as a Foreign Language test. The additional requirement does not apply to a person for whom English is their first language or who has completed a degree in which English was the language of instruction and assessment.

Course Duration

The course will normally require full-time study over three years or the part-time equivalent.

Course Structure

Stage 1

Doctoral coursework followed by qualifying comprehensive examination (BGP8699). Students undertake one comprehensive preliminary examination following the successful completion of their coursework requirements.

Subject Areas

BEO8600 Quantitative Methods 1
BEO8601 Quantitative Methods 2
BEO8622 Business Macroeconomics
BEO8623 Business Microeconomics
BEO8624 Business Economics-Modelling
BAO8605 Financial Management 1
BAO8606 Financial Management 2
BMO8607 Behavioural Science 1
BMO8608 Behavioural Science 2
BCO8612 Issues in Management Information Systems Research
BHO8613 Marketing Management 2
BGP8699 Comprehensive Examination

Field requirements consists of a course of instruction in Research Methodology plus completion by the student of an application for candidature to the Research component of the degree. The latter comprehensive document must be submitted to the University Postgraduate Studies Committee within 3 months of completing stage 1 for a full-time student and 6 months for a part-time student.

Students must complete 360 credit points.

Stage 2

Dissertation

The dissertation is written under the supervision of members of the academic staff of the Faculty of Business and Law.

The dissertation comprises:
Dissertation Plan/Seminar
Dissertation Completion
Dissertation Examination
Candidates enrol in the following dissertation codes depending on the location of the principal supervisor, and the mode of study:

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<td>Victoria Graduate School of Business</td>
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**Master of Business by Research**

**Course Objectives**
The Master of Business by Research can be offered by the Victoria Graduate School of Business. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

**Doctor of Philosophy**

**Course Objectives**
The Doctor of Philosophy undertaken purely by research is available within the Victoria Graduate School of Business. Academic staff with suitable qualifications and proven research skills supervise students undertaking business and executive studies related projects.

**Prize**

**VICTORIA GRADUATE SCHOOL OF BUSINESS PRIZE**
Best MBA graduating student.
School of Accounting and Finance

Graduate Certificate in Accounting

Course Objectives
The aim of the course is to establish a foundation of knowledge in the accounting discipline and to provide a sequence of studies which addresses the competencies, knowledge and processes which are necessary for successful postgraduate studies in accounting.

Admission Requirements
To qualify for admission to the course an applicant must be able to demonstrate five years of approved work experience.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile;
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Overseas students who have completed their first degree in English or have English as their first language will be exempt from the above language requirements.

Course Duration
The course may be offered on a full-time basis over one semester. Subjects carry a value of 15 credit points. Students must complete 60 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:
- BAO5543 Accounting Systems and Processes
- BAO5527 Accounting Systems and Technology
- BEO5538 Economics
- BEO5539 Business Statistics

Master of Business in Accounting

Course Objectives
The course aims to provide graduates with a sound post-graduate education embracing a range of accounting disciplines, a detailed knowledge of the core principles underlying the practice of accounting, the ability to interpret and analyse financial information and the ability to qualify for the CPA designation of the ASCPA.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with Accounting or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile;
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. Each subject carries a value of 15 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:
For students who hold an undergraduate degree in Accounting and wish to enhance their accounting skills
- Eight subjects from:
  - BAO5528 Accounting for Public Sector Managers
  - BAO5730 The Professional Accountant & Effective Communication
  - BAO5731 Contemporary Issues in Financial Accounting
  - BAO5732 Contemporary Issues in Management Accounting
  - BAO5733 Contemporary Issues in Corporate Finance
  - BAO5734 Financial Analysis
  - BAO5735 Advanced Forecasting, Planning and Control
  - BAO5736 Managerial Control Systems
  - BAO5743 Comparative International Accounting
  - BAO6615 Accounting Project
  - BAO7742 Business Research Methods
  - Thesis or three further subjects approved by the School of Accounting and Finance.

For students who hold an undergraduate degree in Accounting and wish to obtain specialist professional accounting qualifications
- BAO5561 Reporting and Professional Practice
- BAO5562 Corporate Governance and Accountability
- BAO7742 Business Research Methods
- plus three subjects from:
  - BLO5565 Management Accounting
  - BAO5906 Treasury
  - BAO5907 Taxation
  - BAO5975 Financial Accounting
  - BAO5976 Assurance Services and Auditing
  - plus six subjects from:
    - BAO5528 Accounting for Public Sector Managers
    - BAO5730 The Professional Accountant and Effective Communication
    - BAO5731 Contemporary Issues in Financial Accounting
    - BAO5732 Contemporary Issues in Management Accounting
    - BAO5733 Contemporary Issues in Corporate Finance
    - BAO5734 Financial Analysis
    - BAO5735 Advanced Forecasting, Planning and Control
    - BAO5736 Managerial Control Systems
    - BAO5743 Comparative International Accounting
    - BAO6615 Accounting Project
    - or other approved subjects by the School of Accounting and Finance.

This group is designed to achieve CPA status for graduates.
On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Accounting. On completion of four (4) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Master of Business in Finance

Course Objectives
The course aims to provide an opportunity for finance and non-finance professionals to receive a comprehensive finance education.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intending to be employed in a position associated with Finance or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the course Co-ordinator.

In addition to the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+, subject to individual profile; or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. Each subject carries a value of 15 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:

Full course work option
BAO6009 Corporate Finance
BAO5734 Financial Analysis
BEO6501 Quantitative Analysis
BAO7742 Business Research Methods
BAO7700 Thesis (full-time)
BAO7701 Thesis (part-time)

BAO5737 International Financial Management
BEO5686 Financial Derivative Markets
BAO5747 International Portfolio Management
BAO5572 Treasury Risk Management
BAO5685 Financial Institutions Management

Risk Management Stream
BAO5572 Treasury Risk Management
BAO5747 International Portfolio Management
BEO5686 Financial Derivative Markets
BAO5737 International Financial Management

Financial Institutions Stream
BAO5746 Credit and Lending Management
BLG5738 Financial Institutions Law
BAO5685 Financial Institutions Management

Coursework including thesis option
BAO6009 Corporate Finance
BAO5734 Financial Analysis
BEO6501 Quantitative Analysis
BAO7742 Business Research Methods
BAO7700 Thesis (full-time)
BAO7701 Thesis (part-time)

BAO5737 International Financial Management
BEO5686 Financial Derivative Markets
BAO5747 International Portfolio Management
BAO5572 Treasury Risk Management
BAO5685 Financial Institutions Management

Students may choose to exit this course will be eligible to receive the Graduate Diploma in Finance. On completion of four (4) approved subjects students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Master of Business in Professional Accounting

Course Objectives
The course aims to provide graduates from non-accounting backgrounds with comprehensive training in accounting and business research and its application in the broader world of business. Graduates who successfully complete the program qualify for admission to CPA Australia and the professional year of the Institute of Chartered Accountants in Australia.

Admission Requirements
To qualify for admission to the course an applicant must have successfully completed a relevant degree or the Graduate Diploma in Accounting and be employed or intend to be employed in a position associated with business or accounting or in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+, subject to individual profile; or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Overseas students who have completed their first degree in English or have English as their first language will be exempt from the above language requirements.

Course Duration
The course may be offered on a full-time basis over three semesters or on a part-time equivalent basis. All subjects carry a value of 15 credit points. Students must complete 180 credit points.
Course Structure
The course will consist of twelve subjects as follows:

For students entering with an undergraduate degree the subjects to be studied are:
- BAO5543 Accounting Systems and Processes
- BAO5527 Accounting Systems and Technology
- BEO6538 Economics
- BEO6539 Business Statistics
- BAO5522 Managerial Accounting
- BAO5525 Financial and Corporate Accounting
- BLO5537 Business Law
- BLO5538 Company Law
- BAO5514 Business Finance
- BAO5534 Issues in Contemporary Accounting
- BAO5524 Professional Auditing
- BLO5535 Australian Income Tax Law and Practice

For students entering with a Graduate Certificate in Accounting, the subjects to be studied are:
- BAO5522 Managerial Accounting
- BAO5525 Financial and Corporate Accounting
- BLO5537 Business Law
- BLO5538 Company Law
- BAO5514 Business Finance
- BAO5535 Issues in Contemporary Accounting
- BAO5524 Professional Auditing
- BLO5535 Australian Income Tax Law and Practice
- BAO5743 Comparative International Accounting
- BAO7742 Business Research Methods
- BAO5734 Financial Analysis
- BAO5452 Issues in Management Accounting

Master of Business by Research

Course Objectives
The Master of Business by Research can be offered by the School of Accounting and Finance. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

Doctor of Philosophy

Course Objectives
The Doctor of Philosophy undertaken purely by research is available within the School of Accounting and Finance. Academic staff with suitable qualifications and proven research skills supervise students undertaking accounting and finance related projects.
School of Applied Economics

Master of Business in Business Economics

Course Objectives
The course aims to:
(a) apply economic and quantitative skills to the formulation and evaluation of economic policies and their implication to businesses in areas of marketing, and economic policies; and
(b) develop and apply the quantitative and research skills necessary for the collection, analysis and effective evaluation of economic and business data.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with business economics or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary work as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of English as a Foreign Language – score of 500+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis component which equals 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:
Nine of the subjects listed below
(mincluding BEO7742 Business Research Methods)
BEO6566 Economic Policy and Analysis
BEO5306 Financial Derivative Markets
BEO5662 Economic and Business Data Analysis
BEO6501 Economics for Management
or (approved alternative)
BEO5401 Business and Industrial Organisation
BEO6501 Quantitative Analysis
or (approved alternative)
BMO6622 Managing Innovation and Entrepreneurship
BEO6567 International Business Environment
BEO6600 Business Economics
BEO6800 Quantitative Methods I
BEO6822 Business Macroeconomics
BEO7742 Business Research Methods
plus
BEO6700 Thesis (full-time)
or
BEO7701 Thesis (part-time)

The thesis consists of the thesis proposal development, graduate seminar and thesis.
Three postgraduate subjects approved by the Course Co-ordinator.

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Business Economics. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Master of Business in International Trade

Course Objectives
The course aims to provide a comprehensive overview of international trade issues, methodologies and techniques, within the context of Australian business environments.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intends to be employed in a position associated with international trade or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary course work as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of English as a Foreign Language – score of 500+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points.

Course Structure
The structure of the course is as follows:
For students who do not hold an undergraduate degree in International Trade:
BEO5201 Economics of International Trade and Finance
BEO6567 International Business Environment
BHO6666 Global Marketing Management
BEO5662 Economic and Business Data Analysis
BEO5501 Quantitative Analysis
BEO5302 International Logistics and Business Strategy
BEO5304 International Business Operations
BEO5303 Strategic International Trade Finance
BEO7742 Business Research Methods
BEO5301 International Economic Regulation
BEO5401 Advanced Topics in International Trade
or
Nine of the above (including BEO7742 Business Research Methods)
plus
BEO7700 Thesis (full-time)
or
Course Objectives

The course aims to provide students with a range of music and entertainment industry professional skills and practical programs relevant to employment across a range of sectors in the music business and entertainment industries.

Admission Requirements

To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intends to be employed in a position associated with music industry or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+, subject to individual profile; or Test of Written English – score of 550+, plus a Test of Written English – score of 5.5.

Course Duration

The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points.

Course Structure

The course comprises of twelve subjects, consisting of either 12 coursework subjects or nine subjects and a thesis.

The structure of the course is as follows:

Either twelve coursework subjects:

- BEO5510 The International Music and Entertainment Economy
- BEO5511 The Economics of Intellectual Property and Copyright
- BEO5512 International Trade in Music and Entertainment Product
- BEO5513 Decision Making for International Music and Entertainment Territories
- BAO6504 Accounting for Management
- BAO6511 Strategic Management and Business Policy
- BAO6510 Government and Business Relations
- BMO6510 Strategic Management and Business Policy
- BMO6511 Marketing Research
- BHO6666 Global Marketing Management
- BCO6601 Internet Commerce
- BCO6658 Information Technology

Course Structure

- 12 coursework subjects:
  - BEO5510 The International Music and Entertainment Economy
  - BEO5511 The Economics of Intellectual Property and Copyright
  - BEO5512 International Trade in Music and Entertainment Product
  - BEO5513 Decision Making for International Music and Entertainment Territories
  - BAO6504 Accounting for Management
  - BAO6511 Strategic Management and Business Policy
  - BAO6510 Government and Business Relations
  - BMO6510 Strategic Management and Business Policy
  - BMO6511 Marketing Research
  - BHO6666 Global Marketing Management
  - BCO6601 Internet Commerce
  - BCO6658 Information Technology
  - BCO6668 International Commerce

- Nine of the above (including BEO7742 Business Research Methods) or
- Nine of the above (including BEO7770 Thesis (part-time))
- One elective approved by the School of Applied Economics

Graduate Certificate in International Trade

The course comprises of 12 coursework subjects or 9 coursework subjects and a thesis.

The structure of the course is as follows:

- 12 coursework subjects:
  - BEO5510 The International Music and Entertainment Economy
  - BEO5511 The Economics of Intellectual Property and Copyright
  - BEO5512 International Trade in Music and Entertainment Product
  - BEO5513 Decision Making for International Music and Entertainment Territories
  - BAO6504 Accounting for Management
  - BAO6511 Strategic Management and Business Policy
  - BAO6510 Government and Business Relations
  - BMO6510 Strategic Management and Business Policy
  - BMO6511 Marketing Research
  - BHO6666 Global Marketing Management
  - BCO6601 Internet Commerce
  - BCO6658 Information Technology
  - BCO6668 International Commerce

- Nine of the above (including BEO7742 Business Research Methods) or
- Nine of the above (including BEO7770 Thesis (part-time))
- One elective approved by the School of Applied Economics

Graduate Certificate in Statistics

Course Objectives

The course is a professional program targeted at upgrading the skills of Australian Bureau of Statistics (ABS) practitioners. The course aims to prepare graduates with the ability to use, analyse and interpret a range of statistical methods and produce accessible multi-level reports. The course will provide broad training in statistics, survey research, sampling design, data analysis including graphics and data visualisation, statistical software, databases and issues of statistics.
Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree and be employed in or intend to be employed in a position associated with business economics or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary work as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Structure
The structure of the course is as follows:
- BEO5185 Retail Management Concepts
- BHO6505 Marketing Management
- BMO6506 Work and Organisation Systems
- BAO6504 Accounting for Management

Graduate Diploma in Retail Management (Offshore)

Course Objectives
The aim of the course is to enable students to understand the retail exchange process and the key concepts and techniques utilised by retail business managers, to recognise and appreciate the marketing management process, to understand the major elements of retail human resource management, integrated logistics management, retail technology and strategic management and to apply the management techniques of financial analysis and control to a retail business.

Admission Requirements
To qualify for admission to the course an applicant must normally hold a degree or diploma from a recognised tertiary institution or the Graduate Certificate in Retail Management.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a part-time basis over four semesters. Subjects carry a value of 15 credit points. Students must complete 120 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:
- BEO5185 Retail Management Concepts
- BHO6505 Marketing Management
- BMO6506 Work and Organisation Systems
- BAO6504 Accounting for Management
- BEO6485 Retail Technology
- BMO6511 Strategic Management and Business Policy

Master of Business in Retail Management (Offshore)

Course Objectives
The aim of the course is to enable students to understand the retail exchange process and the key principles and techniques utilised by retail business managers, to recognise and appreciate the marketing management process, to understand the major elements of retail human resource management, integrated logistics management, retail technology and strategic management and to apply the management techniques of financial analysis and control to a retail business. The course also enable students to understand the process
and skills required for effective business research, and the development, design, analysis and presentation of a retail project.

**Admission Requirements**

To qualify for admission to the course an applicant must normally hold the Graduate Diploma in Retail Management or equivalent qualification from a recognised tertiary institution. Students who gain admission on the basis of an equivalent qualification may be required to undertake additional or preliminary coursework as directed by the Course Director.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

**Course Duration**

The course may be offered on a part-time basis over six semesters. Subjects carry a value of 15 credit points. Students must complete 180 credit points through academic study in order to graduate.

**Course Structure**

The structure of the course is as follows:

- BEO5185 Retail Management Concepts
- BHO6505 Marketing Management
- BMO6506 Work and Organisation Systems
- BAO6504 Accounting for Management
- BEO6295 Retail Buying and Merchandising
- BEO5302 International Logistics and Business Strategy
- BEO6485 Retail Technology
- BMO6511 Strategic Management and Business Policy
- BEO7742 Business Research Methods
- BEO6486 Retail Management Project
- BMO5503 Marketing Communication
- BMO4622 Managing Innovation and Entrepreneurship

**Master of Business by Research**

**Course Objectives**

The Master of Business by Research can be offered by the School of Applied Economics. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

**Doctor of Philosophy**

**Course Objectives**

The Doctor of Philosophy undertaken purely by research is available within the School of Applied Economics. Academic staff with suitable qualifications and proven research skills supervise students undertaking economic related projects.
School of Hospitality, Tourism and Marketing

Master of Business in Hospitality Management

Course Objectives
The course aims to develop the analytical and research skills of actual and potential managers to enable them to better manage within a corporate environment.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with hospitality management or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:

Coursework Stream
- BAO5701 Accounting for Decision Making in Hospitality and Tourism
- BHO5608 Hospitality and Tourism Human Resource Management
- BHO5703 Hospitality and Tourism Marketing
- BHO5606 Hospitality and Tourism Operations Development
- BHO5568 Hospitality Operations Management
- BHO5567 Hospitality Property Development
- BHO5601 Advanced Management Systems in Hospitality & Tourism
- BHO5718 Contemporary Issues in Hospitality and Tourism Management
- BHO7742 Business Research Methods
- BHO7700 Thesis (full-time)
- BHO7701 Thesis (part-time)

On completion of eight approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management. On completion of four approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Master of Business in Hospitality Management (Professional Practice)

Course Objectives
The course aims to provide graduates of other disciplines with a fast track into the hospitality industry. The course offers compulsory Business subjects with a Hospitality specialisation and advanced Hospitality Studies for students who wish to commence a career in the Hospitality Industry.

The course aims to develop practical skills and knowledge as well as analytical skills for management careers in the Hospitality industry.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a degree or equivalent qualification. In the absence of formal qualifications an applicant must have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The structure of the course is as follows:

Compulsory Subjects
- BAO5701 Accounting for Decision Making in Hospitality and Tourism
Master of Business in Marketing

Course Objectives
The course aims to develop an awareness of the processes of problem solving and decision making in marketing, equip students with the skills necessary to commission, design, conduct and interpret market research, and to make students aware of the nature of major global economic issues and their implications for marketing strategies.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with tourism management or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- TOEFL Test of English as a Foreign Language – score of 550+. On completion of 5 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

The thesis component consists of a research proposal, graduate seminar and thesis three postgraduate subjects approved by the Course Co-ordinator.

On completion of 6 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management.

On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Accommodation Structure and Organisation.

Business Research Methods

BHO7742 BHO7700 Thesis (full-time) or Thesis (part-time)

The course may be offered on a full-time basis over three semesters

Course Duration

The course is as follows:

Year 1 Coursework stream
BHO5609 International Tourism Management
BHO5763 Hospitality and Tourism Marketing
BHO6704 Tourism Economics
BHO5606 Hospitality and Tourism Operations Development
BHO5707 International Tourism Planning and Development
BHO5601 Accounting for Decision Making in Hospitality and Tourism
BHO5608 Hospitality and Tourism Human Resource Management

The thesis component consists of a research proposal, graduate seminar and thesis three postgraduate subjects approved by the Course Co-ordinator.

On completion of 6 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management.

On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Accommodation Structure and Organisation.

Business Research Methods

BHO7742 BHO7700 Thesis (full-time) or Thesis (part-time)

The course may be offered on a full-time basis over three semesters

Course Structure

The course is as follows:

Year 1 Coursework stream
BHO5609 International Tourism Management
BHO5763 Hospitality and Tourism Marketing
BHO6704 Tourism Economics
BHO5606 Hospitality and Tourism Operations Development
BHO5707 International Tourism Planning and Development
BHO5601 Accounting for Decision Making in Hospitality and Tourism
BHO5608 Hospitality and Tourism Human Resource Management

The thesis component consists of a research proposal, graduate seminar and thesis three postgraduate subjects approved by the Course Co-ordinator.

On completion of 6 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management.

On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Accommodation Structure and Organisation.

Business Research Methods

BHO7742 BHO7700 Thesis (full-time) or Thesis (part-time)

The course may be offered on a full-time basis over three semesters

Course Structure

The course is as follows:

Year 1 Coursework stream
BHO5609 International Tourism Management
BHO5763 Hospitality and Tourism Marketing
BHO6704 Tourism Economics
BHO5606 Hospitality and Tourism Operations Development
BHO5707 International Tourism Planning and Development
BHO5601 Accounting for Decision Making in Hospitality and Tourism
BHO5608 Hospitality and Tourism Human Resource Management

The thesis component consists of a research proposal, graduate seminar and thesis three postgraduate subjects approved by the Course Co-ordinator.

On completion of 6 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management.

On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Accommodation Structure and Organisation.
FACULTY OF BUSINESS AND LAW

BHO6717 Tourism and the Environment

Year 2  Coursework stream
BHO5718 Contemporary Issues in Hospitality and Tourism Management
BHO5604 Research Project (Tourism) plus two electives offered by the Faculty of Business and Law and approved by the Course Co-ordinator

Year 2  Thesis stream
BHO7742 Business Research Methods
BHO7700 Thesis (full-time) or BHO7701 Thesis (part-time)

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Tourism Management. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Master of Business in Hospitality and Tourism Marketing

Course Objectives
The course aims to provide students with advanced skills and knowledge in hospitality, tourism and marketing and create opportunities for professionals in these areas to achieve a formal qualification whilst enhancing and broadening their industry education.

Admission Requirements
To qualify for admission to this course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with hospitality and tourism marketing or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language – score of 500+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points. The thesis component (if undertaken) equals 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The course may comprise of twelve coursework subjects or nine subjects and a thesis.

The structure of the course is as follows:
(a) Coursework stream
BHO5568 Hospitality Operations Management
BHO5605 International Tourism Management
BHO5703 Hospitality and Tourism Marketing

or

BHO6505 Marketing Management
BHO5501 Electronic Marketing
BHO5575 National Cultures and Identities
BHO5718 Contemporary Issues in Hospitality and Tourism
BHO5602 Research Project (Hospitality) or BHO5604 Research Project (Tourism)

(b) Nine subjects and thesis stream
BHO5568 Hospitality Operations Management
BHO5605 International Tourism Management
BHO5703 Hospitality and Tourism Marketing
BHO6505 Marketing Management
BHO5501 Electronic Marketing
BHO5575 National Cultures and Identities
BHO5718 Contemporary Issues in Hospitality and Tourism
BHO5602 Research Project (Hospitality) or BHO5604 Research Project (Tourism)
BHO7742 Business Research Methods
BHO7700 Thesis (full-time) or BHO7701 Thesis (part-time)

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality and Tourism Marketing. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate.

Master of Business in Electronic Commerce and Marketing

Course Objectives
The course will introduce students to the principles of both electronic commerce and marketing, and the development of a synergy between them.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with marketing or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language – score of 500+, plus a Test of Written English – score of 5.5.

Course Duration
The course will be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.
Course Structure
The structure of the course is as follows:

- BCO6630 Internet Commerce
- BCO6610 Internet Technologies in Business
- BCO6616 Building Internet Commerce Systems
- BCO6560 Enterprise Electronic Commerce
- BHO5591 Electronic Marketing
- BHO5592 Services and Relationship Marketing
- BHO5593 Marketing Communications
- BHO6666 Global Marketing Management

Electives (choose four from those listed below)
- BCO6591 Management Information Systems
- BHO6505 Marketing Management
- BCO6645 Networking Systems
- BHO5594 Brand and Product Management
- BOM6622 Managing innovation and entrepreneurship
- BEO5554 Statistical Data Analysis for Business
- BLB5512 Electronic Commerce and the Law
- BOJ5573 International Financial Management
- BPG7705 MBA Minor Project

Graduate Certificate in Electronic Commerce and Marketing

- BCO6630 Internet Commerce
- BCO6610 Internet Technologies in Business
- BHO5501 Electronic Marketing
- BHO6666 Global Marketing Management

Graduate Diploma in Electronic Commerce and Marketing

- BCO6630 Internet Commerce
- BCO6610 Internet Technologies in Business
- BCO6616 Building Internet Commerce Systems
- BCO5690 Enterprise-Electronic Commerce
- BHO5591 Electronic Marketing
- BHO5592 Services and Relationship Marketing
- BHO5593 Marketing Communications
- BHO6666 Global Marketing Management

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Marketing.

Master of Hospitality and Tourism Education

Course Objectives
The course aims to provide vocational trainers and educators in the hospitality and tourism sector with a graduate educational qualification which will enhance their career advancement opportunities whilst simultaneously adding value to their institutions.

Admission Requirements
To qualify for admission to this course an applicant must have normally completed successfully a relevant degree or graduate diploma or equivalent. Any person with aspirations towards a career in hospitality or tourism education or training may apply provided that they hold a relevant degree qualification or equivalent. In the absence of formal qualifications, an applicant may have such training and work experience as to indicate the ability to undertake the course successfully.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+, subject to individual profile; or
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points. The thesis component (if undertaken) equals 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
A candidate will be eligible for the award of a Master of Hospitality and Tourism Education by successfully completing the requirements for the Graduate Diploma in Hospitality and Tourism Education and by successfully completing one of the options outlined below:

- BHO5568 Hospitality Operations Management
- BHO5605 International Tourism Management
- One approved subject in Hospitality or Tourism (see below)
- Two approved subjects in Education and Training (see below)
- One approved subject in Hospitality or Tourism (see below)
- Two approved subjects in Education and Training (see below)

OPTION ONE

- BHO5718 Contemporary Issues in Hospitality and Tourism
- BHO5602 Research Project (Hospitality)
- BHO5604 Research Project (Tourism)
- plus two approved subjects in Education and Training (see below)

OPTION TWO

- HEM1655 Research Methodology (or equivalent)
- BHO7700 Research Thesis (full time) or
- BHO7701 Research Thesis (part time)

OPTION 1 (COURSEWORK)

- BHO5718 Contemporary Issues in Hospitality and Tourism
- BHO5604 Research Project
- plus two approved subjects from the Graduate Diploma in Education and Training.

Option 2 (Courswork and minor thesis)

- HEM1655 Research Methodology (or equivalent)
- BHO7700 Research Thesis (full time) or
- BHO7701 Research Thesis (part time)

- Hospitality and Tourism Approved Subjects

- BAO5701 Accounting for Decision Making in Hospitality and Tourism
- BEO6704 Tourism Economics
- BHO5567 Hospitality Property Development
- BHO5575 National Cultures and Identities
- BHO5586 Accommodation Structures and Design
- BHO5601 Advanced Management Systems for Hospitality and Tourism
- BHO5603 Innovations in Hospitality
- BHO5606 Hospitality and Tourism Operations Development
- BHO5707 International Tourism Planning and Development
- BHO5717 Tourism and the Environment
- BMO3706 Hospitality and Tourism Human Resource Management
**Master of Business in Sports Tourism**

**Course Objectives**
The course will provide a solid grounding in sport administration and tourism management principles at an advanced level. First, the program objective is to provide an understanding of contemporary issues in sport with a special emphasis on sport industry developments and its rampant globalisation. Secondly, the program aims to provide a broad exposure to the theory and practice of tourism management and the pivotal policy issues that flow from its operation. It is envisaged that the knowledge and skills gained by participants in the program will enhance their professional competencies.

**Admission Requirements**
To qualify for admission to this course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intent to be employed in a position associated with tourism or sports management or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language - score of 580+, plus a Test of Written English - score of 5.5.

**Course Duration**
The course will be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points. The thesis component (if undertaken) equals 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

**Course Structure**
The course may comprise of twelve coursework subjects or nine subjects and a thesis.

The structure of the course is as follows:

- BHO5408 Hospitality, Tourism and Events
- BHO5703 Hospitality and Tourism Marketing
- HPB5260 Sport Strategy
- HPB5104 Sport Business
- BHO5605 International Tourism Management
- BAO5405 Sports Finance
- HPB5103 Sport Industry Issues
- HPB5203 Sport Project

**OPTION ONE**
- BHO5604 Research Project (Tourism)
- BLO5400 Sport and the Law

**OPTION TWO**
- BHO5742 Business Research Methods
- BHO7700 Research Thesis (full time) or
- BHO7701 Research Thesis (part time)

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Sports Tourism. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate.

**Master of Business by Research**

The Master of Business by Research can be offered by the School of Hospitality, Tourism and Marketing. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

**Doctor of Philosophy**

The Doctor of Philosophy undertaken purely by research is available within the School of Hospitality, Tourism and Marketing. Academic staff with suitable qualifications and proven research skills supervise students undertaking hospitality, tourism or marketing related projects.
**School of Information Systems**

**Graduate Certificate in Enterprise Resource Planning Systems**

Enterprise Resource Planning Systems (ERPs) is one of the biggest issues facing the business world. These products are responsible for recording all business transactions within large companies. Victoria University is one of the leaders in Australia in teaching and research related to ERPs. This course will consolidate and extend our teaching in this area. It provides an information systems perspective to these products.

**Course Objectives**

The course aims to:

(a) provide students with the knowledge, competencies and processes to ensure their employment within the field of Enterprise Resource Planning Systems (ERPs) upon graduation and/or enable progression to further study and research.

(b) develop and practice skills in written, oral and electronic communication and in the gathering, analysis and interpretation of data of all kinds relevant to ERPs.

(c) develop problem solving skills which will enable graduates to demonstrate skills in the implementation and maintenance of ERPs as well as recognising the overall business context in which such systems are to be found.

**Admission Requirements**

To qualify for admission to the course an applicant must have successfully completed a degree or diploma, preferably and be employed in or intend to be employed in a position associated with ERP, or in the absence of formal academic qualifications, have such training and work experience as to indicate the ability to undertake the course.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language. International English Language Testing System - overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language - score of 580+, plus a Test of Written English - score of 5.5.

**Course Duration**

The course is offered on a full-time basis over one semester or part-time basis over two semesters. All subjects carry a value of 15 credit points. Students must complete 60 credit points through academic study in order to graduate. The course is offered only to fee paying students.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**

- BCO5501 Business Process Engineering
- BCO5502 Client Server Technology
- BCO5503 Enterprise Resource Planning Systems
- BCO5647 Applications Programming Techniques
- BMO6624 Organisation Change Management
- BMO6625 Strategic Use of Enterprise Resource Planning Systems Implementation
- BCO5651 Management of Information Technology

**Masters in Business in Enterprise Resource Planning Systems**

Enterprise Resource Planning Systems (ERPs) is one of the biggest issues facing the business world. These products are responsible for recording all business transactions within large companies. Victoria University is one of the leaders in Australia in teaching and research related to ERPs. This course will consolidate and extend our teaching in this area and enable students to focus on management issues associated with these products.

**Course Objectives**

The course aims to:

(a) provide students with the knowledge, competencies and processes to ensure their employment within the field of Enterprise Resource Planning Systems (ERPs) upon graduation and/or enable progression to further study and research.

(b) develop and practice skills in written, oral and electronic communication and in the gathering, analysis and interpretation of data of all kinds relevant to ERPs.

(c) develop problem solving skills which will enable graduates to demonstrate skills in the implementation and maintenance of ERPs as well as recognising the overall business context in which such systems are to be found.

**Admission Requirements**

To qualify for admission to the course an applicant must have successfully completed a degree or diploma, preferably and be employed in or intend to be employed in a position associated with ERP, or in the absence of formal academic qualifications, have such training and work experience as to indicate the ability to undertake the course successfully.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language. International English Language Testing System - overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language - score of 580+, plus a Test of Written English - score of 5.5.

**Course Duration**

The course is offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points. Students must complete 120 credit points through academic study in order to graduate. The course is offered only to fee paying students.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**

- BCO6603 Enterprise Resource Planning Systems
- BCO5501 Business Process Engineering
- BCO6653 Management of Information Technology
- BMO5684 Supply Chain Management
- BMO6625 Organisation Change Management
- BCO5650 Enterprise E-Commerce
- BCO5651 Enterprise Resource Planning System Implementation
- BCO6615 Strategic Use of Enterprise Resource Planning Systems

Plus four electives approved by the course co-ordinator.

On completion of eight approved subjects, students may elect to exit the course and receive a Graduate Diploma in Enterprise
Resource Planning Systems. On completion of four approved subjects, students may elect to exit the course and receive a Graduate Certificate in Business.

**Graduate Diploma in Business Computing**

This conversion Graduate Diploma course is available at the City Flinders campus.

**Course Objectives**

The course aims to provide in-School knowledge and skills in:

- (a) the analysis and documentation of information needs, including data and program structures, data capture and reporting requirements;
- (b) the evaluation, justification and use of information technology;
- (c) the design and implementation of information systems, incorporating skills and techniques for each phase of the development life cycle; and
- (d) the management of information resources, including project management and operations management.

**Admission Requirements**

To qualify for admission to the course an applicant must have successfully completed a degree, preferably in a business related area. A limited number of places are made available for people who do not possess the required formal academic qualifications but who are able to demonstrate their suitability to undertake the course.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.
- International English Language Testing System – overall band score of 6.5+ subject to individual profile; or
- Test of English as a Foreign Language - score of 500+, plus a Test of Written English - score of 5.5.

**Course Duration**

The course is offered on a full-time basis over two semesters or on a part-time basis over four semesters. All subjects carry a value of 15 credit points. Students must complete 120 credit points through academic study in order to graduate.

**Course Structure**

The structure of the course is as follows:

**Core Subjects**

- BCO5056 Information Systems Programming
- BCO5054 Development of Information Systems
- BCO5053 Business Information Systems
- BCO6670 Enterprise Networking Systems
- BCO6658 Internetworking Systems
- BCO5055 Information Systems Applications Development
- BCO6641 User Computing
- BCO5951 Business Process Engineering
- BCO5952 Client Server Technology
- BCO5947 Applications Programming Techniques
- or any subjects from the Masters of Business in Information Systems.

On completion of four approved subjects, students may elect to exit the course and receive a Graduate Certificate in Business.

**Master of Business in Information Systems**

**Course Objectives**

The course aims to provide students with an extended advanced program of study in both the theory and practice of information systems within a business environment.

**Admission Requirements**

To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with computing or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary course work as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:

- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.
- International English Language Testing System – overall band score of 6.5+ subject to individual profile.
- or
- Test of English as a Foreign Language - score of 500+, plus a Test of Written English - score of 5.5.

**Course Duration**

The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis component which equals 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

**Course Structure**

The course comprises a thesis and nine subjects or twelve subjects as follows:

- A compulsory core of four subjects
- BCO6666 Information Technology Project Management
- BCO6653 Management of Information Technology
- BCO6672 The Information Systems Professional
- BCO6671 Information Systems Research and Writing
- plus a further four recommended subjects depending on which theme or topic area the student wished to follow from the following:
- BCO6601 Current Issues in Information Systems
- BCO6642 Building Small Business Systems
- BCO6683 ERP Systems
- BCO6641 User Computing
- BCO6642 Systems Development
- BCO6643 Knowledge Engineering
- BCO6644 Object Oriented Programming
- BCO6646 Systems Support Programming
- BCO6654 Database Design
- BCO6655 Interconnecting Systems
- BCO6659 Database Transaction Systems
- BCO6657 Executive Computing
- BCO6638 Internet Commerce
- BCO6673 Usability Design for E-Business
- BCO6670 Enterprise Networking Systems
- BCO6610 Internet Technologies in Business
- BCO6616 Building Internet Commerce Systems
plus a further four subjects taken from the above seventeen subjects, or any approved Masters level subjects taken from other similar courses, or a three subject THESIS plus one of the above seventeen subjects. On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Information Systems. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

**Master of Business Electronic Commerce and Marketing**

**Course Objectives**
The course will introduce students to the principles of both electronic commerce and marketing, and the development of a synergy between them.

**Admission Requirements**
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with marketing or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System - overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language - score of 580+, plus a Test of Written English - score of 5.5.

**Course Duration**
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

**Course Structure**
The structure of the course is as follows:

- **BCO6658** Internet Commerce
- **BCO6610** Internet Technologies in Business
- **BCO6616** Building Internet Commerce Systems
- **BCO5650** Enterprise Electronic Commerce
- **BHO5501** Electronic Marketing
- **BHO5502** Services and Relationship Marketing
- **BHO5503** Marketing Communications
- **BHO6666** Global Marketing Management

**Electives** (choose four from these below)

- **BCO6503** Management Information Systems
- **BHO5505** Marketing Management
- **BCO6645** Internetworking Systems
- **BHO5504** Brand and Product Management
- **BMO4662** Managing Innovation and Entrepreneurship
- **BEO5554** Statistical Data Analysis for Business
- **BLB5512** Electronic Commerce and the Law
- **BAO5573** International Financial Management

**Graduate Certificate in Business**

- **BCO6638** Internet Commerce
- **BCO4610** Internet Technologies in Business
- **BHO5501** Electronic Marketing
- **BHO6666** Global Marketing Management

**GRADUATE DIPLOMA IN BUSINESS**

- **BCO6658** Internet Commerce
- **BCO6610** Internet Technologies in Business
- **BCO6616** Building Internet Commerce Systems
- **BCO5650** Enterprise Electronic Commerce
- **BHO5501** Electronic Marketing
- **BHO5502** Services and Relationship Marketing
- **BHO5503** Marketing Communications
- **BHO6666** Global Marketing Management

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Business.

**Master of Business by Research**

**Course Objectives**
The Master of Business by Research can be offered by the School of Information Systems. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

**Doctor of Philosophy**

**Course Objectives**
The Doctor of Philosophy undertaken purely by research is available within the School of Information Systems. Academic staff with suitable qualifications and proven research skills supervise students undertaking information systems related projects.
School of Law

Graduate Certificate in Australian Immigration Law

Course Objectives
The course aims to provide students with an understanding of Australian Immigration Law and will enable existing practitioners, accounting, legal and others to expand their areas of practice.

Admission Requirements
To qualify for admission to the course an applicant must normally have completed successfully a relevant degree or diploma and be employed in or intend to be employed in a position associated with immigration industry, or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully.

In addition to satisfying the entry requirements for Australian residents or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile;
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course is offered on a part-time basis over two semesters. The postgraduate subjects carry a value of 15 credit points. Each student must obtain 60 credit points through academic study to graduate.

Course Structure
The structure of the course is as follows:
- BLO5601 Australian Immigration Law
- BLO5602 Advanced Australian Immigration Law
- BLO5603 Administrative Law and Practice
- BLO5604 Refugee Law and Practice

Professional Recognition
The course is accredited by the Migration Agents Board. On successful completion of the first subject Australian Immigration Law students will meet the sound knowledge criterion requirements for registration as a migration agent.

Master of Comparative Commercial Law

Course Objectives
The course explains the nature and function of legal regulatory frameworks in business environments and aims to provide students with an enriched experience and understanding of the legal process, a thorough knowledge of comparative commercial law exposure to current industry practices, and enhanced communication, decision-making and research skills.

Admission Requirements
To qualify for admission to the course an applicant must normally have completed successfully a relevant degree or diploma and be employed in or intend to be employed in a position associated with the legal industry, or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully.

In addition to satisfying the entry requirements for Australian residents or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6.5+ subject to individual profile;
- Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course is offered on a full-time basis over three semesters or part-time equivalent. The postgraduate subjects carry a value of 15 credit points. Each student must obtain 180 credit points through academic study to graduate.

Course Structure
Students are required to complete two introductory core subject, six core subjects and then choose an option of four electives OR a dissertation and two electives.

The structure of the course is as follows:

Introductory Core Subjects (compulsory)
- BLB5500 Comparative Legal Systems
- BLB5501 Legal Research and Writing

Core Subjects (compulsory)
- BLB5502 Asian Business Law
- BLB5503 International Trade Law
- BLB5530 Comparative Corporate Law
- BLB5505 Immigration Law and Practice
- BLB5506 Telecommunications Law and Policy
- BLB5507 International Commercial Law

Option 1 Electives (select four subjects)
- BLB5508 Masters Reading Course
- BLB5509 Introduction to Law and Economics
- BLB5510 Advanced Corporate Law
- BLB5511 Plain English and Commercial Drafting
- BLB5512 Electronic Commerce and the Law
- or additional Electives as approved by the course co-ordinator.

Option 2 – Dissertation and electives
- BLB5520 Dissertation
- plus two electives from the following list
  - BLB5508 Masters Reading Course
  - BLB5509 Introduction to Law and Economics
  - BLB5510 Advanced Corporate Law
  - BLB5511 Plain English and Commercial Drafting
  - BLB5512 E-Commerce and the Law
  - or an Elective as approved by the course co-ordinator.

On completion of 8 core subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma of Comparative Commercial Law.

Master of Laws

Course Objectives
The course aims to facilitate the development of such knowledge and skills in graduates to provide them with an enriched experience and understanding of the legal process, a thorough knowledge of comparative commercial law, exposure to current industry practices, and enhanced communication, decision-making and research skills.
Admission Requirements
To qualify for admission to the Master of Laws, an applicant must have normally successfully completed an LLB degree or equivalent qualification in law.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System - overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language - score of 580+, plus a Test of Written English - score of 5.5.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points. The thesis component (if undertaken) equals 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Course Structure
The course may comprise of 10 coursework subjects plus a dissertation.

The structure of the course is as follows:

INTRODUCTORY CORE SUBJECTS
BLB5500 Comparative Legal Systems
BLB5513 Advanced Research Methods in Law

CORE SUBJECTS
BLB5502 Asian Business Law
BLB5503 International Trade Law
BLB5505 Comparative Corporate Law
BLB5507 International Commercial Law

All six subjects must be completed. (An elective may be submitted for one of more of these core subjects where a candidate can demonstrate completion of an approved equivalent subject at postgraduate level).

ELECTIVES
Two electives from:
BLB5508 Masters Reading Course
BLB5509 Introduction to Law and Economics
BLB5510 Advanced Corporate Law (Insolvency and Security Issues)
BLB5511 Plain English and Commercial Drafting
BLB5512 E-Commerce and the Law
BLB5520 Dissertation

Master of International Commercial Law
Course Objectives
The course aims to assist in the development of integrative legal competencies and skills needed for dealing with the increasingly complex international business environment in the 21st century. It is geared to those in positions of responsibility and those who wish to update their knowledge in the specified fields of business law.

Admission Requirements
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System - overall band score of 6.5+ subject to individual profile; or Test of English as a Foreign Language - score of 580+, plus a Test of Written English - score of 5.5.

Overseas students who have completed their first degree in English of who have English as their first language will be exempt from the above language requirements.

Course Duration
The course may be offered on a full-time basis over three semesters or part-time equivalent. All subjects carry a value of 15 credit points. The dissertation component equals 30 credit points. Students must complete 180 credit points through academic study in order to graduate from the Master of International Commercial Law.

Course Structure
The structure of the course is as follows:

INTRODUCTORY CORE SUBJECTS
BLB5500 Comparative Legal Systems
BLB5501 Legal Research and Writing

CORE SUBJECTS
BLB5502 Asian Business Law
BLB5503 International Trade Law
BLB5530 Comparative Corporate Law
BLB5505 Immigration Law and Practice
BLB5506 Telecommunications Law and Policy

Electives

(a) Four electives from:
BLB5508 Masters Reading Course
BLB5509 Introduction to Law and Economics
BLB5510 Advanced Corporate Law (Insolvency and Security Issues)
BLB5511 Plain English and Commercial Drafting
BLB5512 E-Commerce and the Law

(b) two electives plus
BLB5520 Dissertation

On completion of 8 core subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma of International Commercial Law.

Master of Business by Research
Course Objectives
The Master of Business by Research can be offered by the School of Law. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.
Doctor of Juridical Science (SJD)

Course Objectives
The objective of the course is to provide students who wish to pursue advanced studies in law with a program encompassing both a solid grounding in research skills and a coursework component which will provide them with a focused area of study in specific areas of commercial law.

Admission Requirements
To qualify for admission to the course an applicant must have either a First Class Honours degree in law from an approved institution or an existing postgraduate qualification in law, such as an LLM or an existing postgraduate research qualification in law.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall band score of 6-7 subject to individual profile;
- or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Overseas students who have completed their first degree in English or who have English as their first language will be exempt from the above language requirements.

Course Duration
The course may be offered on a full time basis over three years or six semesters and six years part time. However students may reduce this period of study by obtaining credits for subjects within the coursework component of the SJD. All subjects carry a value of 15 credit points.

The dissertation component equals 30 credit points. Students must complete 240 credit points through academic study in order to graduate.

INTRODUCTORY CORE SUBJECTS
BLB5502 Asian Business Law
BLB5503 International Trade Law
BLB5530 Comparative Corporate Law
BLB5505 Immigration Law and Practice
BLB5506 Telecommunications Law and Policy
BLB5507 International Commercial Law

ELECTIVES
BLB5508 Masters Reading Course
BLB5509 Introduction to Law and Economics
BLB5510 Advanced Corporate Law
BLB5511 Plain English and Commercial Drafting
BLB5512 E-Commerce and the Law

Total credit points for the coursework component of the SJD 120 credit points.

plus BLB5520 Dissertation (60,000 words or two research papers of 30,000 words)

Doctor of Philosophy

Course Objectives
The Doctor of Philosophy undertaken purely by research is available within the School of Law. Academic staff with suitable qualifications and proven research skills supervise students undertaking law related projects.
**School of Management**

**Master of Business in Management Practice**

**Course Objectives**

This course is designed to provide students with high level knowledge, skills and competencies in contemporary management practice through the integration of theory and practice. Students completing this course will be equipped to manage change programs, to implement teams in their organisations, to lead projects, to counsel and nurture staff, to think strategically and to set the conditions for innovative practice. The course will enable students to understand the practice of management in general. Depending on the specialist area selected, the course offers graduates opportunities to change their career orientation into change management, organisation development, operations and supply chain management, public sector management, innovation and knowledge management, human resource management or industrial relations management.

**Admission Requirements**

To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a management position or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language.

International English Language Testing System - overall band score of 6.5+ subject to individual profile; or

Overseas students who have completed their first degree in English or have English as their first language will be exempt from the above language requirements.

**Course Duration**

The course may be offered on a full-time basis over three years of part time study or eighteen months of full time. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

**Course Structure**

The Master of Management Practice by Coursework requires 12 subjects: six Management Practice subjects, two from Management Practice subjects, two from one of the specialisations, and two electives.

The Master of Management Practice by Coursework and Thesis requires nine subjects plus a thesis: seven Management Practice subjects including Business Research Methods, two from one of the specialisations, and the Thesis, which is equivalent to three subjects.

You may enrol in the Graduate Diploma of Management Practice, or take the Graduate Diploma as an early exit from the Masters program. The Graduate Diploma requires 8 subjects: five Management Practice subjects, two from one of the specialisations, and one elective.

Some subjects are required or recommended depending on the specialisation you select. Your course co-ordinator will discuss this with you, and help you plan a program that best suits your career needs.

**MANAGEMENT PRACTICE SUBJECTS**

- BMO3520 Organisation Analysis and Behaviour
- BMO3522 Human Resources and Employee Relations
- BMO4623 Strategic Analysis and Decision Making
- BMO3327 Organisation Change Management
- BMO5600 Project Management
- BMO3601 Operations and Service Management
- BMO4622 Managing Innovation and Entrepreneurship
- BMO4630 Business Research Methods

**SPECIALISATION SUPPORT SUBJECTS**

- BMO4609 Leadership and Corporate Governance
- BMO3600 Managing Organization Knowledge
- BMO3572 Strategic Human Resource Management
- BMO5568 Teamworking

**Specialisations**

There are six specialisation streams within the Management Practice Program. You can select the specialisation that best suits your career aspirations.

**CHANGE MANAGEMENT AND ORGANISATION DEVELOPMENT**

This specialisation introduces students to the diverse and rapidly growing knowledge and competencies that are required for a manager to effectively lead a change management program. This specialisation includes at least two of the following subjects:

- BMO5547 Employee Development and Change
- BMO5573 Change Evaluation for Business Excellence
- BMO5567 Managing Workplace Conflict
- BMO5533 Organisation Consulting and Counselling

**GOVERNMENT AND BUSINESS MANAGEMENT**

This specialisation complements the core managerial competencies of the Masters Program with the leadership, analytical skills and other competencies required to equip managers with the skills that they require to advance their careers. This program is designed for those who work in the public sector, service provider corporations and the government relations areas of private corporations. This specialisation includes at least two of the following subjects:

- BMO6110 Government and Business Relations
- BMO6112 International Policy Studies
- BMO6109 Leadership and Corporate Governance

**HUMAN RESOURCE MANAGEMENT**

This specialisation aims to exposure students to contemporary knowledge in the discipline of Human Resource Management and to promote a strategic approach to management of Human Resources. This specialisation includes at least two of the following subjects:

- BMO5564 Human Resource Management
- BMO5565 Human Resource Management Information Systems
- BMO5572 Strategic Human Resource Management

**INDUSTRIAL RELATIONS**

This specialisation aims to exposure students to contemporary knowledge in the discipline of Industrial Relations and promote effective skills in the resolution of employee relations problems. This specialisation includes at least two of the following subjects:

- BMO4531 Industrial Relations
- BMO5567 Managing Workplace Conflict
- BMO5548 Negotiation and Advocacy
INNOVATION AND KNOWLEDGE MANAGEMENT
This specialisation aims to provide an overview of the fields of innovation and knowledge management and promotes a strategic approach to the management of knowledge and innovation. This specialisation includes at least two of the following subjects:
BMO5577 Competitive Innovation Management
BMO6562 Managing Innovation and Entrepreneurship
BMO5550 Managing Organization Knowledge

OPERATIONS AND SUPPLY CHAIN MANAGEMENT
This specialisation studies the management of manufacturing, logistics and service companies. It combines strategic and practical approaches to decisions in areas such as capacity, quality and information systems. This specialisation includes at least two of the following subjects:
BMO5274 Supply Chain and Logistics Management
BMO5575 Planning and Control through ERP Systems
BMO5576 Operations and Logistics Strategy

ELECTIVES
With the agreement of course co-ordinator, you may select electives from any of the above subjects that are not part of your program, plus the following subjects:
BMO5520 Contemporary Employment Systems
BMO7744 Readings in Labour Studies
BMO5535 International Employee Relations
BMO5537 Topics in Employee-Relations Management
BMO5532 Remuneration and Performance Management
BMO5066 Occupational Health and Safety Management
BLO5513 Law of Employment
BMO5504 Accounting for Management
BMO6653 Management of Information Technology
BLO6692 Law for Management
BHO6505 Marketing Management

Master of Business in Event Management

Course Objectives
The course aims to provide students with an understanding of the fundamental concepts and skills in event management, with an emphasis on major events, conferences and meetings, incentives and exhibitions, trade shows, festivals, and major sporting events. The course will emphasise a multidisciplinary approach to the development of high order event management skills and competencies, focused particularly on major events, conferences and meetings, incentives and exhibitions, and major sporting events.

Admission Requirements
To qualify for admission to the course an applicant must have completed successfully a relevant degree or diploma and be employed in or intend to be employed in a position associated with industrial relations/human resource management, or in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully.

In addition to satisfying the entry requirements for Australian residents or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language. International English Language Testing System – overall band score of 6.5+, subject to individual profile; or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered over three semesters on a full-time basis or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points.

Course Structure
The course may comprise of twelve subject or nine subjects and a thesis:
BMO5401 Special Event Management
BHO5403 Marketing for Events
BAO5505 Accounting for Events
BLO5406 Law for Events
BEO5497 Economic Impact of Events
BHO5408 Hospitality, Tourism and Events
BMO5600 Project Management
BMO5631 Strategic Management and Business Policy
BMO5630 Business Research Methods
BMO5622 Managing Innovation and Entrepreneurship

Master of Business in Industrial Relations and Human Resource Management

Course Objectives
The primary educational aim of the course is to provide students with an understanding of the fundamental concepts and skills in relation to industrial relations and human resource management. The course enables students to build upon these fundamentals by offering the choice of either structured advanced learning in specialised areas relevant to their professional practice, or the development of research skills applied through a minor thesis relevant to their professional needs and practice.

Admission Requirements
To qualify for admission to the course an applicant must have completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with industrial relations/human resource management, or in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.
In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language: International English Language Testing System – overall band score of 6.5+ subject to individual profile or Test of English as a Foreign Language – score of 580+, plus a Test of Written English – score of 5.5.

Course Duration
The course may be offered over three semesters on a full-time basis or part-time equivalent. All subjects carry a value of 15 credit points with the exception of the thesis which carries a value of 45 credit points. Students must complete 180 credit points.

Course Structure
The course may comprise of twelve subjects or a thesis and nine subjects, as follows:

Core Subjects
BMO5544 Industrial Relations
BMO5564 Human Resource Management
BMO5567 Managing Workplace Conflict
BMO5550 Contemporary Employment Systems
BLO5513 Law of Employment
Three electives from the elective subjects listed below and either

Option One
Core subjects and
BMO6630 Business Research Methods
BMO7744 Readings in Labour Studies
BMO7700 Thesis (full time) or
BMO7701 Thesis (part time)
Two electives from the elective subjects listed below
or

Option Two
Core Subjects and
BMO6630 Business Research Methods
BMO7744 Readings in Labour Studies
BMO5572 Strategic Human Resource Management
Four electives from the elective subjects listed below

Elective Subjects:
BMO5520 Organisation Analysis and Behaviour
BMO5533 Organisation Consulting and Counselling
BMO5547 Employee Development and Change
BMO5573 Change Evaluation for Business Excellence
BMO5535 International Employee Relations
BMO5537 Topics in Employee Relations Management
BMO5548 Negotiation and Advocacy
BMO5565 Human Resource Information Systems
BMO6624 Organisation Change Management
BMO5551 Remuneration and Performance Management
BMO5566 Occupational Health and Safety Management
BMO5568 Teamworking
BEO5544 Human Resource Economics
BLO5555 Industrial Law

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Industrial Relations/Human Resource Management. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Industrial Relations/Human Resource Management.

Master of Business by Research

Course Objectives
The Master of Business by Research can be offered by the School of Management. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

Doctor of Philosophy

Course Objectives
The Doctor of Philosophy undertaken purely by research is available within the School of Management. Academic staff with suitable qualifications and proven research skills supervise students undertaking management, industrial relations and human resource management related projects.
Postgraduate Subject Details

Assessment details for each of the following subjects are as specified in this Handbook unless alternatives are agreed as provided in the subject outline which is distributed in the first meeting of the class at commencement of semester.

BAO5505 ACCOUNTING FOR EVENTS

Campus City Flinders
Prerequisite(s) Nil.
Content This subject examines issues in accounting and financial planning and control of events. Topics include: basic accounting concepts and principles relevant for events management; financial feasibility studies and business planning; cost benefit analysis; cost behaviour; implications for pricing and cost control; sensitivity analysis on costing and pricing alternatives; cash budgets for an event using a spreadsheet; financial report analysis; project expenditure; and internal control procedures.
Required Reading Articles and case studies.

BAO5524 MANAGERIAL ACCOUNTING

Campus City Flinders
Prerequisite(s) Nil.
Content This subject aims to develop students' ability to deal confidently with the multifaceted challenges facing the function of management accounting in contemporary organisations. The broad areas to be covered include: the modern role of management accounting, strategic analysis and planning, operational planning and control, product costing, the costing of services, budgeting and cost-volume-profit analysis.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 50%; final examination, 50%. Students are required to satisfactorily complete all assessment components to gain a pass in the subject. Supplementary assessment will not be available.

BAO5525 PROFESSIONAL AUDITING

Campus City Flinders, Singapore.
Prerequisite(s) BAO5524 Financial and Corporate Accounting and BLO5538 Company Law
Content This subject's broad objective is to provide students with knowledge and appreciation of the objectives and limitations of an audit, including an understanding of key auditing principles, concepts and practices which comprise the audit process. Specifically, the subject aims to familiarise the student to some of the key tools used by auditors for collecting and evaluating evidence so as to enable them to express an opinion on the fair presentation of financial reports. The subject also aims to provide students with an insight into the current environment in which auditors operate, including legal liability, ethics and independence; and other professional issues, such as the "audit expectation gap". As such, the subject provides both a practical and conceptual approach to external, as well as internal and public sector auditing, enabling students to gain a complete picture of the audit process in light of contemporary audit issues. In addition, the subject aims to enhance a number of generic skills through both the formal components of assessment and the student's class participation. These include: research, problem solving, and analytical skills; written and presentation skills; and group interaction skills.
Recommended Reading


Class Contact

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment

Internal assessment, 30%; final examination, 70%. Refer to the subject outline provided at the commencement of each semester for details. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject. Students may use any form of silent, hand-held calculators, except for programmable calculators or calculators with text storage capacity. Students may use calculators in the final examination.

BAO 5525 FINANCIAL AND CORPORATE ACCOUNTING

Campus City Flinders, Singapore.

Prerequisite(s) BAO5543 Accounting Systems and Processes.

Content.

The aims of this subject are to extend the study of financial accounting from sole traders and partnerships learned in previous subjects to the corporate form of ownership; encourage a critical approach to accepted corporate reporting practices and current developments in accounting and financial regulation for corporations; introduce accounting for the issue and reorganisation of share capital; familiarise students with the accounting concepts involved in inter company investments; introduce specific corporate financial accounting practices; including accounting for company income tax; foreign currencies and leases; and consider current financial reporting issues. Topics include: Corporate financial reporting regulations; company formation; retained profits; reserves and distribution to owners; reorganisation of capital; accounting for consolidated entities; purchase consolidation; inter-entity transactions; accounting for leases; accounting for foreign currencies; transactions; forward contracts; subsidiaries; accounting for company income tax; current and emerging issues including corporate governance; financial instruments.

Required Reading

To be advised by lecturer.

BAO 5526 PERSONAL FINANCIAL PLANNING AND SUPERANNUATION

Campus City Flinders.

Prerequisite(s) Nil.

Content.

This subject aims to provide students with an understanding of the regulatory and reporting framework within which superannuation funds must operate. This subject provides an overview for the financial planning industry, financial planning and its environment and licensing and compliance requirements. It provides a review of fundamental investment and financial planning concepts and the strategic investment of funds. This subject also focuses on three different stages of the superannuation life cycle including termination and retirement benefits and estate planning. Finally it provides a detailed overview of the social security system and discusses the development of a financial plan.

Required Reading Articles and case studies.

BAO 5527 ACCOUNTING SYSTEMS AND TECHNOLOGY

Campus City Flinders, Singapore.

Prerequisite(s) BAO 5543 Accounting Systems and Processes.

Content.

This unit develops the notion of knowledge management and the linkages to, and importance of, the accounting information system in the firm. Accountants today make use of the computer and rely on a diverse range of software to perform their role as knowledge workers. Alongside the accounting packages, software such as word processing, data basing and spread sheeting packages are equally important for the accountant. In some areas expert systems are also adopted. The units offered include the basics of computers in accounting and knowledge management, the fundamentals involved in the design of computerised accounting system, issues relating to crime, ethics and internal control, and how the computerisation of the accounting environment has changed these concerns. A number of special interest areas such as the skills that flow from the year 2000 problem, the notion of e-commerce, implications for audit, and a unit entitled 'The Future' are included. The latter being vitaly important in this dynamic and ever changing field blending the traditional accounting functions with advanced technology. The unit recognises that the accounting function permeates the total organisation, is a basis for many major decisions in our society, and that the appropriate use of technology can enhance the quality of decision-making. A non assessable option is also available to students wishing to undertake basic introductions to MYOB and SAP although such training is not seen as fundamental to the course of study. Content can be expected to change since accounting and technology is dynamic, and change particularly in the internet dimension changes rapidly.

Required Reading

To be advised by lecturer.

BAO 5528 ACCOUNTING FOR PUBLIC SECTOR MANAGERS

Campus City Flinders.

Prerequisite(s) Nil.

Content.

The aim of this subject is for students to gain a broad understanding of the role and use of accounting information in government. Accounting practices in the public sector are studied more from a manager's perspective than from a technical accounting practitioner's perspective, and no prior accounting knowledge is assumed. Topics include: strategic and operational planning and budgeting; governmental accounting and reporting requirements; performance measurement and reporting; costing.
techniques; cost benefit analysis and evaluation; capital budgeting; current issues in government accounting.

Required Reading Articles and case studies.

Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 5533 BUSINESS FINANCE

Campus City Flinders

Prerequisite(s) BAO5543 Accounting Systems and Processes; BEO5530 Business Statistics; BEO5536 Economics; BAO5522 Managerial Accounting.

Content To examine and evaluate alternative financing proposals that firms may face in both the shorter and longer term to develop financial literacy, to read the existing literature in financial management and be aware of the theoretical and practical developments in finance, and to develop ability to solve problems through the application of specific techniques of analysis. The objective of the firm and the function of Finance. Valuation of securities. Portfolio theory and the capital asset pricing model. Short-term and long-term sources of finance. Capital structure and cost of capital. Dividend policy. Management of working capital. Evaluation and selection of investments. Analysis of financial statements. Mergers and acquisitions.

Required Reading Petronio and Bird.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 5534 ISSUES IN CONTEMPORARY ACCOUNTING

Campus City Flinders, Singapore.

Prerequisite(s) BAO5525 Financial and Corporate Accounting.

Content The objective of this subject is to enable students to critically analyse the concepts and basis of financial accounting procedures that have been previously studied and to introduce selected advanced areas of study in financial accounting concepts. Topics include: conceptual and regulatory frameworks; the nature and objectives of financial reporting and elements of financial statements; measurement, accounting for intangibles and voluntary disclosures. The subject is predominantly geared towards students being encouraged to further develop their cognitive and behavioural skills. Particular attention is given to the continued mastery of technical skills in conjunction with the development of students' analytic and appreciative skills.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 40%; final examination, 60%. Refer to the subject outline provided at the commencement of each semester for details. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

BAO 5542 ISSUES IN MANAGEMENT ACCOUNTING

Campus City Flinders, Singapore.

Prerequisite(s) BAO5522 Managerial Accounting.

Content The subject aims to create an awareness of how the changes in industry and the public sector have affected the environment and function of management accounting. Within the broad theme of performance management, topics include: value chain analysis, cost management, including strategic elements in cost management, performance measurement, divisionalisation and transfer pricing, and reward systems.

Required Reading Articles and case studies as prescribed by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Coursework, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 5543 ACCOUNTING SYSTEMS AND PROCESSES

Campus City Flinders, Singapore.

Prerequisite(s) Nil.

Content To introduce students to basic accounting concepts and current accounting practices (both manual and electronic). The subject includes: course introduction; role of accounting in the planning and decision making framework; the period and profit concept; importance of cash management; the manual recording process; classification in accounting reports; the use of an accounting package; incomplete records; the analysis and interpretation of accounting information to evaluate performance and structure; fixed assets; inventory valuation and procedures; funds statements; accounting for partnerships.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Coursework, 50%; final examination, 50%; assignments, 20%; computer based assignments, 15%; mid-semester test, 15%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 5560 BUSINESS INFORMATION MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil.

Content The aim of this subject is to explore information management issues in organisations of any size or type, focusing on business issues. Topics include: overview of information management; information, decision making and knowledge management; business process management; managing data; technology as a process enabler; the nature and operation of electronic commerce; infrastructure issues; and process innovation—business issues, sourcing issues and project issues.

Required Reading CPA Australia, 2000, Business Information Management.

Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment CPA Australian Examination, 100%. Supplementary assessment will not be available.
BAO5561 REPORTING AND D PROFESSIONAL PRACTICE
Campus: City Flinders
Prerequisite(s): Nil
Content: Provides students with an introduction to the business environment and an improved understanding of how to apply professional judgement in ethical and reporting issues. Topics include: Professional practice and the accountant; the business environment and regulatory framework; corporate governance; the conceptual framework for general purpose financial reporting.
Required Reading: CPA A utrilla Segment notes - Reporting and Professional Practice.
Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment: CPA Australia examination, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO5562 CORPORATE GOVERNANCE AND ACCOUNTABILITY
Campus: City Flinders
Prerequisite(s): Nil
Content: Issues surrounding governance and accountability by directors and management of organisations are dealt with in this subject including: Introduction to a corporate governance framework; costs and benefits of corporate governance; role of directors and officers; ethics in and out of the boardroom; competition and compliance in trade practices.
Required Reading: CPA A utrilla Segment notes - Corporate Governance and Accountability.
Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment: CPA Australia examination, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO5566 TREASURY
Campus: City Flinders
Prerequisite(s): Nil
Content: The treasury function: An overview of the treasury function; procurement of funds; management of funds; management of risk-strategic overview, instruments and strategies; accounting for treasury operations; and taxation aspects of treasury operations.
Required Reading: CPA A utrilla Segment notes - Treasury.
Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment: CPA Australia examination, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO5567 TAXATION
Campus: City Flinders
Prerequisite(s): Nil
Content: Traditional analyses of business behaviour do not usually draw on enquiry into failed companies. Post mortem analysis in
other disciplines is quite common whilst in business it is rare. This subject addresses the deficiency by investigating corporate collapse from the perspective of ethics, regulation and corporate governance. It is reasonable to expect the room case failure analysis that are consistent with sustained success can be identified. Areas covered include the following corporate collapse: regulatory process; corporate governance; business ethics; cases of collapse; serviceability of accounting the accounting profession; models of failure and sustained success.


Recommended Reading Articles and case studies.

Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 60%; final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO 5723 INTERNATIONAL FINANCIAL MANAGEMENT

Campus City Flinders

Prerequisite(s) BAO 5701 ACCOUNTING FOR DECISION MAKING IN SERVICES AND AUDITING

Content The subject addresses contemporary financial accounting areas and issues with an emphasis on measurement. Topics include: problems for accounting measurement; public sector; environmental accounting; accounting for intangible assets and goodwill; accounting for financial instruments; and employee entitlements.

Required Reading CPA Australia Segment notes – Financial Accounting

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment CPA Australia examination, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO 5733 STRATEGIC MANAGEMENT ACCOUNTING

Campus City Flinders

Prerequisite(s) Nil

Content The subject provides an overview of strategic management accounting including the knowledge and tools to identify and implement a strategy, and guidelines for assessing the performance of management in achieving the goals of the strategy. Topics include: introduction to strategic management accounting; strategic management framework; strategy evaluation and choice; strategy implementation; and strategic performance measurement.

Required Reading CPA Austraila Segment notes – Strategic Management

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment CPA Australia examination, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO 5756 ASSURANCE SERVICES AND AUDITING

Campus City Flinders

Prerequisite(s) Nil

Content This subject includes: an overview of the auditing process within an assurance framework; an examination of the objectives of the audit and the auditor’s environment; the methodologies and procedures of auditing; the role of public and private sector audits; and a discussion of the potential assurance service opportunities.

Required Reading CPA Australia Segment notes – Assurance Services and Auditing

Class Contact Subject equal to 15 credit points.

Assessment CPA Australia examination, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in this subject. Supplementary assessment will not be available.

BAO 5701 ACCOUNTING FOR DECISION MAKING IN SERVICES AND AUDITING
HOSPITALITY AND TOURISM

Campus City Flinders

Prerequisite(s) Nil.

Content This subject includes the following topics: Introduction to accounting - flow of information through the accounting system, accounting principles and conventions, the conceptual framework; The Uniform System of Accounts, analysis of accounting reports; comparative and common size reports, ratio analysis and interpretation; planning and control using budgets - the budgeting process, preparation of budgets, flexible budgets and standard costs, performance reports and variance analysis; cost behaviour and CVP analysis - cost concepts, fixed and variable costs, breakeven calculations, relevant costs and short-term decisions; pricing - methods of pricing, pricing in the hospitality/tourism industries; capital budgeting and investment decisions - methods of evaluation long-term decisions.


Recommended Reading Articles and case studies.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5702 FINANCIAL MANAGEMENT FOR HOSPITALITY AND TOURISM

Campus City Flinders

Prerequisite(s) BAO5701 Accounting for Decision Making in Hospitality and Tourism.

Content This subject includes the following topics: Introduction - financial objectives of the firm, role of financial management; business structure; financial institutions and markets - role of financial markets and financial intermediaries, money and capital markets; market efficiency; overview of financial institutions; short-term financial management - managing cash and marketable securities, accounts receivable and inventories, financing current assets; long-term financing - long-term debt, equity, hybrid securities; capital structure decisions - risk and return, theory of capital structure, WACC, capital structure decisions in practice; international financial management - foreign exchange markets; factors affecting exchange rates, managing foreign exchange rates, methods of hedging risk.

Required Reading Articles and case studies.

Class Contact Internal assessment, 40%; final examination, 60%. Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5713 RESEARCH IN SOCIAL AND ENVIRONMENTAL ACCOUNTING

Campus City Flinders

Prerequisite(s) BAO5543 Accounting Systems and Processes.

Content This subject aims to explore the growth in demand for social and environmental information and the implications this has for the provision of accounting information. This growth in demand is evidenced by the increased recognition of the importance of social and environmental concerns, and the need to associate value with them. This unit will introduce students to the different philosophical approaches underlying accounting thought, to demonstrate the need to adapt the disciplines to changing societal pressures and to demonstrate a practical approach to accounting research. This unit will utilise the case study method, and critical analytic techniques to explore the issues and enhance student understanding of and the possibilities for the inclusion of socially oriented accounting processes into management decision making. Topics covered will include: The nature of social and environmental accounting; the underlying theoretical framework; models of social reporting, environmental issues and accounting; social and environmental disclosure and audits; social and environmental accounting an international perspective; ethical investment and the environment; and the future.

Required Reading Articles and case studies.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to pass the subject. Supplementary assessment will not be available.

BAO5730 THE PROFESSIONAL ACCOUNTANT AND EFFECTIVE COMMUNICATION

Campus City Flinders

Prerequisite(s) Nil.

Content The subject aims to have students improve their level of communication skills, to develop confidence in the use of these skills in their professional environment and to alert students to the continuing need to update their skills and knowledge. This subject includes the following topics: the communication challenge; principles of effective communications; communications theory; basic factors in good communication; spoken communications, the essence of public speaking, interview and discussion techniques; negotiation techniques; written communications, reports and assignments, letters and memorandum procedures and policy manuals, manual of style; meetings, seminars and discussion groups, organisational aspects, effective chairing/leading techniques and procedures; the accounting profession; examination of current structure and operation of professional bodies in Australia, overview and update of the Accountant's Handbook, current issues and future challenges, the role of the accountant in society; the business environment, contemporary economic, political and social issues and their implications for the professional accountant, current developments in accounting in government sector, public practice and private industry; the international perspective; responsibility and professionalisation, goal setting knowledge and motivation - the keys to success; professional approaches to servicing your needs; professional development - why, when and how?

Required Reading Articles and case studies.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5731 CONTEMPORARY ISSUES IN FINANCIAL ACCOUNTING

Campus City Flinders

Prerequisite(s) Nil.
Content The subject aims to re-acquaint students with the background of financial reporting as a precursor to visiting theory development, disclosure problems and emerging issues. This subject includes the following topics: historical perspective of accounting; financial reporting framework; an Australian context; theories in financial accounting; measurement and theory development; conceptual framework; a critique; asset disclosure; liability disclosure; contextual problems; emerging issues.

Required Reading Articles and case studies.

Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5733 CONTEMPORARY ISSUES IN CORPORATE FINANCE

Campus City Flinders

Prerequisite(s) Nil.

Content This subject involves advanced study of the theory of corporate finance and examines its application to corporate policy issues. This subject includes the following topics: introduction to finance including a review of financial analysis; valuation, mergers, restructuring and corporate control; portfolio theory; capital asset pricing model and arbitrage pricing theory and efficient capital markets; capital structure; valuation and cost of capital; capital budgeting; dividend policy; international financial management; option pricing theory; working capital management and treasury management.

Required Reading Peirson and Bird.

Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5734 FINANCIAL ANALYSIS

Campus City Flinders

Prerequisite(s) Nil.

Content The subject aims to provide students with a framework for effective and efficient use of financial statement information for business analysis. The subject identifies and examines the key components of effective financial statement analysis; business strategy analysis; accounting analysis; financial analysis; and prospective analysis. This framework is applied to a variety of decision contexts including security analysis; credit analysis; corporate financing policies analysis; merger and acquisition analysis; and management communications analysis.


Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 50%; final examination, 50%.

Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5735 ADVANCED FORECASTING, PLANNING AND CONTROL

Campus City Flinders

Prerequisite(s) Nil.

Content The subject aims to develop students' ability to analyse and present solutions to financial planning and management problems using a range of methods including spreadsheet and modelling, data analysis and forecasting techniques, information and decision support systems and executive information systems. Hands on use of appropriate software will be an essential feature of the subject and assessment tasks.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO5736 MANAGERIAL CONTROL SYSTEMS

Campus City Flinders

Prerequisite(s) Nil.

Content On completion of this subject students should be able to apply analytical reasoning in solving management accounting problems via case analysis; treat management accounting topics to a systematic and in-schools analysis; understanding and appraise management accounting research work. The subject includes the following topics: corporate strategy and management performance measurement and management; reward systems and control; cost system design.

Required Reading Articles and case studies.

Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 100%. Refer to the subject outline provided at the commencement of each semester for
details. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO 5742 INTERNATIONAL FINANCE**

**Campus** City Flinders

**Prerequisite(s)** BAO6509 Corporate Finance or equivalent.

**Content** The subject aims to equip students with an understanding of the relevant issues which arise in the operation and regulation of international financial markets and to identify how they can be used by corporations and individuals to manage financial risk. The subject includes the following topics: the functions, operations and products of international financial markets; the risks arising through international financial transactions and the theory and mechanics of how financial market appraoches can be used by corporations and individuals to manage financial risks which arise in a global environment; the nature and scope of international debt, equity and foreign currency markets; financial derivative markets; using international financial markets to manage interest rate and currency risk. Financial forecasting, including the fundamentalist and chartist approach and the role of chaos theory in financial forecasts. Market efficiency and active versus passive asset/liability management. Regulation of international financial markets including a review of current proposals to regulate financial derivative markets.

**Required Reading** To be advised by lecturer.

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment** Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO 5743 COMPARATIVE INTERNATIONAL ACCOUNTING**

**Campus** City Flinders, Singapore.

**Prerequisite(s)** Nil.

**Content** The subject aims to develop students' appreciation of the various accounting practices of a particular country. Financial statements and other disclosures are difficult to understand without an understanding of the underlying accounting principles and culture. This subject includes the following topics: International accounting frameworks, a framework for analysing international accounting issues, cultural implications for accounting, and classification of national financial reporting systems; country studies, North American, United Kingdom, Hong Kong, China, Japan, European Community, current issues in international accounting, comparison of group accounts, developing countries, and international accounting regulation.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment** Internal assessment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO 5744 INTERNATIONAL ACCOUNTING AND MANAGEMENT**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** The subject aims to equip students with an understanding of the underlying accounting principles and culture. The subject includes the following topics: International accounting practices of a particular country. Financial statements and other disclosures are difficult to understand without an understanding of the underlying accounting principles and culture. This subject includes the following topics: International accounting frameworks, a framework for analysing international accounting issues, cultural implications for accounting, and classification of national financial reporting systems; country studies, North American, United Kingdom, Hong Kong, China, Japan, European Community, current issues in international accounting, comparison of group accounts, developing countries, and international accounting regulation.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment** Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BAO 5746 CREDIT AND LENDING MANAGEMENT**

**Campus** City Flinders

**Prerequisite(s)** BEO5685 Financial Institutions Management.

**Content** The subject aims to provide an analysis of the various lending activities of Australian financial institutions and the legal principles related to these activities. Emphasis is placed on the assessment of credit proposals and the management of credit risks.

At the completion of the subject students should be able to explain the reasons for the lending activities of financial institutions and the risks associated with this activity, identify various leading factors required by customers, demonstrate an understanding of the issues related to lending to various forms of legal form, including, individuals, corporations, partnerships, trusts and associations, and analyse and assess lending proposals. Topics include: Credit policy; retail lending; commercial lending; corporate lending and corporate services; valuation of assets; structuring a loan; traditional techniques for credit analysis; distressed firm prediction and an overview of the newer models of assessing credit risk e.g. term structure models, mortality models and option models.


**Recommended Reading** Berry, A.; Faulkner, S.; Hughes, M., and Jarvis, R., 1995, Bank Lending Beyond The Theory, Chapman and Hall.

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment** Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BAO5747 INTERNATIONAL PORTFOLIO MANAGEMENT

Campus: City Flinders
Prerequisite(s): BAO6509 Corporate Finance or equivalent.

Content: The subject aims to acquaint students with advanced concepts in modern portfolio theory and to equip them with the tools and techniques required to apply these theories to the management of institutional investment portfolios. This subject includes the following topics: the development of modern investment theory, major securities markets in Australia and offshore, ethical issues in securities markets, portfolio asset allocation; including the optimal domestic/international mix, asset allocation objectives, choosing a stock/bond/property/cash mix, passive versus dynamic strategies, using computer models for portfolio management. Combining individual securities into portfolios, interest rates and bond management, bond portfolio management, interest immunisation; derivative share options, using options for portfolio insurance; hedging with future contracts index models; measurement and evaluation of portfolio performance; international regulation of securities markets.


BAO6501 ACCOUNTING FOR MANAGEMENT

Campus: City Flinders, Kuala Lumpur, Singapore, China, Bangladesh.
Prerequisite(s): Nil.

Content: The role of planning and decision making within a business environment and the basic accounting concepts and practices which enable such activities to occur. Topics include concept of profit and the income statement as a performance report, Balance Sheet as a position statement, Cash and Accrual Accounting, preparation of financial statements, budgeting, internal control and performance reports, analysis and interpretation, short-term decision making, and cost behaviour and capital budgeting.

Required Reading: Bailey, Contemporary Accounting, 2nd ed.

BAO6502 BUSINESS RESEARCH METHODS

Campus: City Flinders
Prerequisite(s): Nil.

Content: An introduction to business research in terms of the role and nature of business research, the types of business research, and the methods employed in business research. The subject also covers the process of conducting business research, including the development of research questions, the design of research, the collection of data, the analysis of data, and the presentation of research findings.

Required Reading: Bazley, Contemporary Accounting, 2nd ed.

BAO6509 CORPORATE FINANCE

Campus: City Flinders, Kuala Lumpur, Singapore, China, Bangladesh.
Prerequisite(s): Nil.

Content: An examination of the investment, financing, and dividend decisions of the firm, and consideration of theories of finance, with particular emphasis upon recent development in Australian and international financial markets. Topics include valuation and the capital market, derivatives, the concept and pricing of risk, asset pricing models and dividend policy.

Required Reading: Peirson and Bird.

BAO7700 THESIS (FULL-TIME)

BAO7701 THESIS (PART-TIME)

Campus: City Flinders
Prerequisite(s): BAO6502 Business Research Methods.
Co-requisite(s): BAO7742 Business Research Methods.

Content: The thesis will be a well-researched and written document that demonstrates the student’s ability to conduct independent research and apply research methodology to a specific area of interest. The thesis will be submitted in the form of a written report, and students will be expected to demonstrate a high level of critical thinking and analytical skills.

Required Reading: Articles and case studies.

BAO7742 BUSINESS RESEARCH METHODS

Campus: City Flinders, Singapore.
Sub prerequisite(s): This subject can be undertaken when a significant number of the units required for the Graduate Diploma have been completed.
The aims of this subject are to equip students with the knowledge and skills in research methods necessary for the evaluation and undertaking of business research projects. This subject includes the following topics: the research process, research design, data collection methods, sampling data analysis and interpretation, case study, field and experimental research, thesis proposal and thesis development. The use of electronic databases and the internet are an integral part of the subject.

**Prerequisite(s)** Normally completion of the coursework component of the degree and satisfactory performance in the comprehensive exam.

**Content** The subject is designed to provide training and education with the objective of producing a graduate with the capacity to conduct research independently at a high level of originality and quality in the field of business. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

**Class Contact** Full-time, two years; part-time, four years. Subject equal to 60 credit points.

**Requirements/Assessment** Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

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**BAO8001 DISSERTATION (THESIS)(DBA)(PART-TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Normally completion of the coursework component of the degree and satisfactory performance in the comprehensive exam.

**Content** The subject is designed to provide training and education with the objective of producing a graduate with the capacity to conduct research independently at a high level of originality and quality in the field of business. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

**Class Contact** normally three (3) years full-time or part-time equivalent.

**Requirements/Assessment** Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

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**BAO8005 FINANCIAL MANAGEMENT 1**

**Campus** City Flinders.

**Prerequisite(s)** BAO6508 Corporate Finance (or equivalent).

**Content** Financial goals, managing for corporate value creation and integrating the various financial management tasks such as strategic decisions of management. Seminar and current research papers will be used to review value creation, market efficiency, forecasting fund needs and financial analysis, management of shareholders’ equity, and corporate debt policy. Also investment analysis, portfolio theory, and management of risk. A review of major theories in finance and research including a review of the methodologies applied.

**Required Reading** Articles and case studies.

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Internal assessment, 50%; examinations, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO8006 FINANCIAL MANAGEMENT 2**

**Campus** City Flinders.

**Prerequisite(s)** BAO8005 Financial Management 1 (or equivalent).

**Content** This subject is designed to develop an interest in current research work in the area of accounting and finance to address the critical issues, develop an insight in relation to international financial management, related issues and decisions. The subject covers the international financial environment, the foreign exchange market and exchange rate determination and risk. Other topics include foreign exchange risk management; interest rate risk management; managing and forecasting risk and exposures; foreign investment analysis; corporate strategies and foreign investments; international accounting issues for the multinational enterprises; performance evaluation and the maintenance of corporate values; evaluation and control of foreign operations; management performance evaluation methods; management control systems.

**Required Reading** Articles and case studies.
BAO9000 RESEARCH THESIS (FULL-TIME)

Campus City Flinders
Pre-requisite(s) Nil
Content The subject aims to introduce students to the language and concepts of accounting and to the provision of financial information to meet user requirements. Topics include: introduction to the language and concepts of accounting; the presentation and interpretation of accounting reports; provision of information for business management; basic decision making and financial planning.
Required Reading To be advised by lecturer.
Assessment Two assignments, 25% each; final examination, 50%

BAO9910 ACCOUNTING INFORMATION SYSTEMS (ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus Footscray Park
Pre-requisite(s) Nil
Content The subject aims to introduce students to the language and concepts of accounting and to the provision of financial information to meet user requirements. Topics include: introduction to the uses and users of accounting information; the presentation and interpretation of accounting reports; provision of information for business management; basic decision making and financial planning.
Required Reading To be advised by lecturer.
Assessment Two assignments, 25% each; final examination, 50%

BCO5501 BUSINESS PROCESS ENGINEERING

Campus City Flinders
Pre-requisite(s) Nil
Content The subject is concerned with the strategic and organisational issues of process and workflow management and the use of Enterprise Resource Planning Systems (ERPs) to realise efficient processes. Designing and implementing efficient business processes can provide important strategic advantages for businesses. The subject describes the major strategic approaches to process modelling techniques, procedure models and the current possibilities offered by SAP R/3 as an example of ERPs software that students are likely to encounter in identifying, reorganising and implementing processes in a typical business organisation.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Two major assignments, 25% each; one major assignment, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO5502 CLIENT SERVER TECHNOLOGY

Campus City Flinders
Pre-requisite(s) Nil
Content Enterprise Resource Planning Systems (ERPs) are designed to run in a widely dispersed distributed computing environment. Client server computing through its multi-tiered implementation enables this type of system to perform the majority of their processing close to the resources required for that task and limits the amount of communication over the network. Proper design, implementation and maintenance of client server solutions for ERPs is essential for success. This subject covers client server concepts; design and implementation and maintenance issues of this type of technology for an ERPs using SAP R/3 as an example.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Two assignments, 25% each; final examination, 50%

BCO5506 SYSTEMS ANALYSIS

Campus City Flinders
Pre-requisite(s) BCO6501 Management Information Systems
Content The aim of the subject are to provide students with an understanding of the basic methods, techniques and tools that are used to develop a system specification in accordance with user needs; to develop an awareness of the purpose and content of relevant documentation such as system proposals and feasibility studies; to develop the ability to apply current techniques to the development of a basic system specification; to ensure an understanding of the roles and responsibilities of those involved in the development of business systems. Topics include: systems theory and systems development lifecycles; management decision making and information requirements; nature and types of information systems; nature, purpose and types of models; process and information modelling; structured analysis; information engineering; object oriented analysis; management of the development process; information gathering strategies and techniques; prototyping; JAD; roles of those involved in systems development; systems proposals; risk analysis; feasibility studies; methodologies; a comparison of methodologies; CASE; reengineering and reverse engineering.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to
gain a pass in the subject. Supplementary assessment will not be available.

BCO5644 SYSTEMS DESIGN
Campus City Flinders.
Prerequisite(s) Nil
Co-requisite(s) BCO5548 Systems Analysis should normally have been attempted.

Content The aim of the subject is to provide students with methods to formalise all aspects of the design process. It will present students with the tools and techniques currently used in design. Emphasis will be on the design of systems within resource constraints to meet the needs of the client. Topics include: project management, database design, design evaluation, design techniques, user interface design, usability, design methodologies, quality assurance, project management, input/output design, GUI design, security design, software design, testing usability.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law.

Assessment Minor assignment 1, 25%; Minor assignment 2, 25%; Major assignment, 50%; Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO5647 APPLICATIONS PROGRAMMING TECHNIQUES
Campus City Flinders.
Prerequisite(s) Nil

Content The aim of the subject is to extend the knowledge of introductory programming techniques; provide students with practical experience in programming with an emphasis on commercial applications with a business oriented language; introduce students to data structures. Topics include key features of the programming language in use; structured tools and techniques; data manipulation; report generation; file structures; interactive processing.


Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 16 credit points.

Assessment Assignments, 40%; Final examinations and tests, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO5650 ENTERPRISE ELECTRONIC COMMERCE
Campus City Flinders.
Prerequisite(s) Nil

Content This subject provides students with understanding of the integration of Enterprise Resource Planning Systems and Ecommerce and the issues involved. Topics include: Ecommerce architecture, extended supply chain, internet business applications, internet application components, internet and SAP R/3 technology, BAPI's R/3 internet business framework.


Recommended Reading: Prima Development (Editor), 2000, Internet Applications Programming With SAP R/3.

Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Minor assignment 1, 25%; Minor assignment 2, 25%; Major assignment, 50%; Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO5651 ENTERPRISE RESOURCE PLANNING SYSTEMS IMPLEMENTATION
Campus City Flinders.
Prerequisite(s) BCO6603 Enterprise Resource Planning Systems

Content The aims of this subject are to provide students with an understanding of the basic methodologies, techniques and tools that are used in the implementation Enterprise Resource Planning Systems using SAP R/3 as an example. It also addresses the issues that need to be considered for successful implementation. Topics include: Project life cycle, project management, implementation strategies, Risk management, data conversion, critical success factors, project management software tools, project reporting.

Required Reading: Norbet, W., 1999, Successful SAP R/3 Implementation.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two minor assignments (25% each), 50%; One major assignment, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO5652 TRANSACTION PROGRAMMING TECHNIQUES
Campus City Flinders.
Prerequisite(s) BCO5647 Applications Programming Techniques

Content This subject focuses on SAP's 4GL development language ABAP and how it is used for transaction development and remote function calls. Topics include: Transaction processing, security issues, remote function calls, BAPI's, record locking, user interface design, updates in the SAP R/3 system using ABAP and data dictionary maintenance.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignments, 40%; Final Examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO5654 BUSINESS INFORMATION SYSTEMS**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** The aims of this subject are to provide students with an overview of the use of computer-based information systems in business. It acts as an introduction to the Graduate Diploma course and introduces students to a broad range of topics relating to the field of information systems. Theoretical issues are reinforced through laboratory work that leads to the design and implementation of small information systems. Content includes:

- An overview of the field of information systems problem solving and decision making, systems analysis concepts, process modelling, database and data modelling concepts, hardware and software fundamentals, data communications and networks, identification, and roles of stake holders in information systems; business applications of information technology including types of information systems used in business, and the use of Internet technologies in business.


**Recommended Reading:** O'Brien, J.A. 1999, Enterprise, 188, Recommended Reading, 2000, Principles of Information Systems, 4th edn, Course Technology, USA.

**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Case studies, 50%; final examinations, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO5655 INFORMATION SYSTEMS APPLICATIONS**

**Development**

**Campus** City Flinders

**Prerequisite(s)** BCO5654 Development of Information Systems

**Content** The aim of the subject is to provide students with an opportunity to apply the knowledge and skills that they have gained during their course to a real-life problem. Experience at working in a small team to successfully complete an assigned information system application within a semester; experience in defining a problem, designing a solution and building the accepted application; experience in presenting reports in both written and oral form; an opportunity to benefit from a simulation of a real business world situation. This subject requires students to work as effective members of a team that is responsible for the definition, design, building and installation of a business-related information system application. The subject will involve a database with at least three tables that requires a representative range of functions to be implemented.

**Recommended Reading** To be advised by the lecturer

**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Oral presentations and demonstrations, 10%; Software requirements specification, 40%; Working System Submission, 40%; documentation, 10%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BCO5656 INFORMATION SYSTEMS PROGRAMMING**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to provide students with an introduction to the concepts and techniques of algorithm and structured program design. It aims to provide students with a basic knowledge of programming as a method for solving business-related information systems problems. Topics include: Algorithm Design using pseudocode and programming structures; programming concepts such as data types, variables and constants; program components such as forms, controls and modules; program development, testing and debugging techniques; accessing databases using queries, SQL, record sets and access methods; program documentation.

**Required Reading:** Zik, D. 1999, Programming with Visual Basic, 6.0, ITF, USA.


**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Two minor assignments (20% each), 50%; One major assignment, 30%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6503 MANAGEMENT INFORMATION SYSTEMS

Campus: City Flinders, Kuala Lumpur, Singapore, China, Bangladesh.
Prerequisite(s): Nil.
Content: This subject provides an overview of the effective management and use of information technology in business. It introduces the student to a broad range of topics relating to the field of information systems, highlighting the link between information technology and the business, and the role of IT professionals in systems development. Theoretical issues are reinforced through laboratory work that leads to the design and implementation of small information systems. Students will gain an appreciation of Management, information and systems. The roles of IT staff and IT users; information technology concepts. Topics covered will include: problem solving and decision making process modelling; databases and data modelling; IT project management; management of innovation and technological change data communications; IT application development. Business applications of information technology. Topics covered will include: types of information systems and the advantages of integrated systems; strategic applications of IT; use of Internet technologies in business.


Class Contact: Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Case studies and practical assignments, 50%; examination, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be available.

BCO6601 CURRENT ISSUES IN INFORMATION SYSTEMS

Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject will develop students' knowledge base and conceptual abilities in an area of information systems. The content of the subject will be current issues either in information systems, or some other closely related field, which is consistent with staff expertise and availability.

Required Reading: To be advised by lecturer.
Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: 5000 word major essay, 50%; 30 minute presentation, 25%; 2000 word assignment exercise, 25%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6602 BUILDING SMALL BUSINESS SYSTEMS

Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject introduces the student to a broad range of topics relating to the field of information technology and small business. Topics covered include selecting applications for small business: examining business processes; selecting hardware and operating systems for small business; networking for small business; building small business applications; office suite programming; basing applications around a database; basing applications around a spreadsheet; sharing data with other applications; use of automated input devices; calling other office suite applications; automating applications across packages.

Required Reading: To be advised by lecturer.
Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: 2000 word small business case study, 15%; 1000 word research paper 30 minute presentation, 20%; Development of small business system (practical component), 65%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6603 ENTERPRISE RESOURCE PLANNING SYSTEMS

Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject investigates the use of integrated computer-based information systems, commonly referred to as Enterprise Resource Planning systems, designed to support a large organisation's information needs. This unit considers issues associated with the analysis, design and implementation of such systems and investigates how such systems implement transaction processing, management information systems and executive information systems across an organisation's various business processes.

Required Reading: To be advised by lecturer.
Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: 2000 word case study, 25%, 2000 word research project, 25%. Systems design and implementation project (practical component), 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BCO6060 INTERNET TECHNOLOGIES IN BUSINESS

Campus City Flinders.
Prerequisite(s) BCO6050 Management Information Systems.

Content The subject will aim to examine the ways that a business can use Internet technologies to improve its own business processes, find relevant business information and improve business communication. Topics include: the use of Intranets and Extranets in business, the use of the Internet for business research, and the use of the Internet for business communication.

Required Reading: Booth, Angela, 1999, Making the Internet Work for your Business, Allen and Unwin, NSW, Australia.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Intranets in Business Assignment, 60%; Research Assignment, 20%; Internet Communication Assignment, 20%.

Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6065 STRATEGIC USE OF ENTERPRISE RESOURCE PLANNING SYSTEMS

Campus City Flinders.
Prerequisite(s) BCO6060 Enterprise Resource Planning Systems.

Content This subject provides students with understanding of the strategic features of ERP systems and how these features can be utilized within an implementation. Topics include Strategic use of ERP, CRM, Supply chain Management, Optimization, Data Warehousing, Strategic Enterprise Management, Knowledge Management, and Executive Information Systems.

Required Reading: To be advised.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Minor assignment 1, 25%; Minor assignment 2, 25%; Major assignment, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6066 BUILDING INTERNET COMMERCE SYSTEMS

Campus City Flinders.
Prerequisite(s) BCO6050 Management Information Systems.

Content The subject will examine different business models in relation to setting up Internet sites and when it is appropriate for different types of firms to use a particular type of business model. It introduces students to the various business models that are available through the levels of Web site design, from the development of simple to sophisticated Web sites and from standardised to customised solutions.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Practical Assignment involving Web site Construction, 50%; Case study and Presentation, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6061 USER COMPUTING

Campus City Flinders.
Prerequisite(s) Nil.

Content Rise of user computing development of user computing, classifications of users, general issues of user computing to be faced. User environments and user needs office and work environments. User application development types of applications: assessment of user developed applications. Managing user computing benefits, factors for success, concerns and fundamental decisions costing issues, planning, budgeting, staffing, resourcing, interaction with computing professionals. Supporting users: information centre, trouble shooting, controlling user computing, prompting user computing, selection of tools, software and hardware. User training: skills hierarchy, training principles, types of training, provision of training, training issues, skills versus concepts.

Required Reading To be advised by lecturer.

Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Assignments, 75%; presentations, 25%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6062 SYSTEMS DEVELOPMENT

Campus City Flinders.
Prerequisite(s) Nil.

Content This subject aims to impart knowledge and develop competencies in key aspects of systems development. The major topics are drawn from: system development paradigms; requirements engineering: participatory design information technology; SAP and the development of systems; project failure; re-engineering IT implementation; quality assurance and standards; Web site design; enterprise modelling: EC strategy and the development cycle; new development technologies eg EDA’s, Mobile-devices; new development techniques eg XML.

Required Reading To be advised by lecturer.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

Assessment Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain the pass in the subject. Supplementary assessment will not be available.
BCO6643 KNOWLEDGE ENGINEERING
Campus City Flinders
Prerequisite(s) Nil.
Content The adoption of knowledge based systems in the commercial world has given rise to a number of practical issues. Among these are, improved techniques for knowledge acquisition, design, documentation, maintenance and validation of knowledge based systems. This subject aims to present a practical view of the knowledge acquisition process, its methodologies and techniques in order to enable its students to develop expert system knowledge bases more effectively. Basic concepts and terminology; sampling expert systems; identifying and tapping knowledge; conceptualizing knowledge acquisition; knowledge acquisition modes, approaches, stages and process; impediments to effective knowledge acquisition; verification and validation procedures; documentation requirements.
Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6644 OBJECT ORIENTED PROGRAMMING AND DESIGN
Campus City Flinders
Prerequisite(s) Nil.
Content The aim of the subject is to give students an understanding of advanced aspects of object oriented systems programming and design. While basic topics such as inheritance, encapsulation and polymorphism are covered, these concepts are extended and additional topics such as object oriented databases are introduced.
Required Reading To be advised by lecturer.
Recommended Reading Rumbaugh, B., Premlani, E. and Lorensen, Object Oriented Modeling and Design.
Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6645 INTERNETWORKING SYSTEMS
Campus City Flinders
Prerequisite(s) Nil.
Content Data communications, fundamentals from a business perspective; networking; networking applications; local area internetworking; representative internetworked LANs; internetworking within a WAN context; internetwork with bridges; routers; gateways; WAN protocols; designing and implementing an internetwork system; internetwork management; future trends.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 80%; presentation, 20%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6646 SYSTEMS SUPPORT PROGRAMMING
Campus City Flinders
Prerequisite(s) A High-Level programming language
Content Overview of computer organisation, operating systems, and supporting software; interrupts and interrupt programming using low-level and high-level languages; application of assembler tools, Windows memory management and application development tools in C++; investigation of Dynamic Link Libraries and classes in an Object Oriented environment using appropriate compiler, library functions and Internet tools.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 100%. Students are required to complete and submit two projects. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6652 BUSINESS RESEARCH METHODS
Campus City Flinders
Prerequisite(s) Nil.
Content The purpose of the subject is to provide students with a firm foundation from which they can undertake a research problem. For the duration of the semester guidance will be given to students for the identification of a research problem. Instruction will be provided which will enable students to perform effective literature reviews. Students will be presented with various models of methodology and assist with designing an appropriate method for their research. Students will be trained in the analysis and presentation of results, exposition of processes and methods used and conclusions drawn. Guidelines outlining the preparation and writing of a research thesis will be provided at the conclusion of semester.
Required Reading Management Plan for Research and Professional Practice, School of Information Systems, Victoria University of Technology.
Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments, 30%; proposal, 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6653 MANAGEMENT OF INFORMATION

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TECHNOLOGY
Campus City Flinders.
Prerequisite(s) Nil.
Content The aim of the subject is to impart knowledge and develop competencies in the management of information technology. The subject will be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO654 DATABASE DESIGN
Campus City Flinders.
Prerequisite(s) Nil.
Content A selection of the following topics within a data warehouse development content will be examined. Advanced data modelling concepts; database design methodology; distributed database concepts; databases and parallel processing; physical design; database performance issues; CASE impact on database design.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignment, 70%; presentations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO655 EXECUTIVE COMPUTING
Campus City Flinders.
Prerequisite(s) Nil.
Content The purpose of this course is to introduce to the students the fundamentals and techniques of information technologies that support managerial work and decision making. These technologies are sometimes referred to as management support systems. Topics covered will include the nature of managerial work and business problems, decision support systems, group support systems, executive information systems, modelling and model management, integration and implementation of management support systems and the organisational and societal impact of management support systems.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignment, 80%; presentation, 20%. Students are expected to satisfactorily complete each component of assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO656 IT PROJECT MANAGEMENT
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject aims to give computing students an appreciation of the importance of a thorough understanding of contemporary project management techniques, both technical and human. It aims to show how knowledge of the appropriate application of such skills is becoming vital to information technology professionals in the performance of their many functions in an organisation. Topics include project management fundamentals, project management software tools, defining the problem, developing the project plan and schedule, building the project team, implementation difficulties, management of conflict, cost control, reporting on project status, project management methodologies, software engineering projects, case studies.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Assignments 40%, Case Study 30%, and presentations 30%. Supplementary assessment will not be available.

BCO657 INTERNET COMMERCE
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject will introduce students to the many facets of Internet Commerce and its business related issues. Business systems and processes have changed considerably in the face of the evolving computer and communication technologies, especially the Internet and the World Wide Web. Topics include- an overview of internet commerce (electronic commerce); business case for internet commerce, extranets and intranets; electronic marketplace technologies, internet commerce models; elements of a successful electronic business; electronic payment systems; security, legal, tax and ethical issues, supply and value chain management, customer relationship management; enterprise resource planning; knowledge management; E-business management issues; E-business design.
CASE STUDIES

Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6672 THE INFORMATION SYSTEMS PROFESSIONAL

Campus City Flinders.

Prerequisite(s) Nil.

Content. This subject aims to provide students with an overview of the requirements and skills for responsible and ethical membership of the Information Technology profession. Opportunities to develop and apply information systems, communications and management skills and competencies within a variety of professional practice scenarios. Topics include role of IT professionals and their interactions with users of information, information handling in an electronic environment, information professions, legal, cultural and ethical issues encountered by IS professionals, information security and information overload. The nature, role and importance of research in decision making, primary and secondary information systems sources and the means of researching them. Students will learn information systems research design and investigation techniques. Students will be introduced to criteria of critical analysis and the written and oral presentation of the results of an investigation appropriate to the development of an information system.


Recommended Reading Leedy, P. 1997, Practical Research: Planning and Design, Merrill an imprint of Prentice-Hall.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Research proposal, 15%, Seminar presentation, 15%, Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO6711 FORMATION SYSTEMS RESEARCH AND...
BCO6773 USABILITY DESIGN FOR E-BUSINESS
Campus City Flinders.

Prerequisite(s) Nil.

Content. The subject aims to address the issues of usability and consequent user satisfaction in the design of web sites and other e-business interfaces. It will introduce students to design issues relating to web and electronic commerce sites and provide guidelines on how to design and test for usability and functionality. Many of the concepts covered will apply to the general design principles for effective user interfaces for information systems. Topics include: The principles behind designing for human factors; human factors in relation to information systems; elements of an information system impacted by human factors; approaches to usability testing; how to investigate and evaluate user needs; how to determine the audience of a system; usability testing and its importance in the development of electronic business systems; constructing a usability test and interpreting the results; the place of usability testing in the development process-user centred design approaches; how to implement and evaluate the results of a usability test; cultural and socio-economic factors in relation to the design, testing and implementation of effective user interfaces for systems; legal and ethical issues in relation to the design, testing and implementation of effective user interfaces for systems.

Required Reading Shneiderman, B 1998, Designing the User Interface: Strategies for Effective Human-Computer Interaction, 3rd edn, Addison-Wesley, USA.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Practical assignments, 30%; case studies, papers and oral presentation, 20%; test, 10%; final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO7701 THESIS (FULL-TIME)

BCO7701 THESIS (PART-TIME)
Campus City Flinders.

Prerequisite(s) All coursework subject requirements including BCO7662 Business Research Methods.

Content Students are required to complete a research thesis of approximately 15,000 words based on the proposal developed in the subject Business Research Methods. The topic chosen will be an area of pure or applied research supported by the School of Information Systems. As part of the assessment, students are required to present one one-hour seminar on their research work.

Assessment Written thesis, 85%; seminar, 15%. Subject equal to 60 credit points.

BCO8000 DISSERTATION (THESIS) (DBA) (FULL-TIME)

BCO8001 DISSERTATION (THESIS) (DBA) (PART-TIME)
Campus City Flinders.

Prerequisite(s) Normally completion of the coursework component of the degree and satisfactory performance in the comprehensive exam.

Content The subject is designed to provide training and education with the objective of producing a graduate with the capacity to conduct research independently at a high level of originality and quality in the field of business. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

Class Contact Normally three (3) years full-time or part-time equivalent. Subject equal to 60 credit points.

Requirements/ Assessment Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

BCO8002 PHD RESEARCH (FULL-TIME)

BCO8003 PHD RESEARCH (PART-TIME)
Campus City Flinders.

Prerequisite(s) A person may by admitted to the degree of Doctor of Philosophy in Business who is recommended by the Faculty of Business and Law Research and Graduate Studies Committee providing that she has a master's degree, or a four-year bachelor's degree with honours or honours degree with a superior performance (normally first class or 2A honours level or equivalent, such as postgraduate diploma which is an extension of the discipline contained in the undergraduate qualification) of a kind and in a discipline determined by the Faculty of Business and Law Director of Research and Graduate Studies; or qualified for entry into the University's master by thesis program, duly enrolled and shown exceptional ability in the conduct of the first stages of the project which is clearly capable of being extended to PhD level. In such cases a master's candidate may transfer into a PhD program provided that the Committee approves a recommendation of the Faculty of Business and Law Research and Graduate Studies Committee to that effect. The proposal or continued project must be a significant one, expected to produce an original contribution to the particular discipline, equally comparable with an original PhD proposal - not an hypothesis extended beyond a master by thesis by time and or addition work. Proposal for redefinition of a program should not be considered before some reasonably definable point of progress of a master by thesis program has been reached, or an alternative and exceptional background together with an unqualified recommendation from the Faculty of Business and Law Research and Graduate Studies Committee which justifies special consideration by the Committee. For admission to a PhD program a student must provide evidence of a background in research methodology.

Content The subject is designed to provide training and education with the objective of producing a graduate with the capacity to conduct research independently at a high level of originality and quality in the field of business. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

Class Contact Normally three (3) years full-time or part-time equivalent. Subject equal to 60 credit points.

Requirements/ Assessment Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees: Administrative Procedures March 1995.
BCO9610 MANAGEMENT INFORMATION SYSTEMS I

Campus: City Flinders

**Content:**
An introduction to the effective management, design, implementation and use of information technology. Develop a better understanding of the concept of information and how it can be managed, and investigate how information technology can be used to assist in managing information. Examination of fundamental concepts and tools used in the development of computer-based systems designed to satisfy the information needs of management, and to gain experience in some elements of systems development. Introduction to suitable computer based tools to assist with problem solving and decision making.

**Required Reading:**
To be advised by lecturer.

**Recommended Reading:**

**Class Contact:**
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:**
Case studies and continuous assessment, 50%; examination, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be available.

BCO9621 ISSUES IN MANAGEMENT INFORMATION SYSTEMS RESEARCH

Campus: City Flinders

**Prerequisite(s):**
BCO9610 Management Information Systems I (or equivalent).

**Content:**
A review of information systems and identification of aspects that warrant exploration and development. An overview of current or possible research topics and an investigation of relevant current issues in information systems.

**Required Reading:**
To be advised by lecturer.

**Recommended Reading:**

**Class Contact:**
Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

**Assessment:**
Case studies and continuous assessment, 50%; examinations, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be made available.

BCO9801 RESEARCH THESIS (PART-TIME)

**Campus:**
City Flinders

**Co-requisite(s):**
BCO9652 Business Research Methods

Preparation towards the submission of a thesis required for the completion of a research degree. Students enrol in the same subject for the duration of the course. BCO9801 equal to 60 credit points; BCO9801 equal to 30 credit points.

BE0353I RETAIL MANAGEMENT CONCEPTS

**Campus:**
Hong Kong, Singapore, Kuala Lumpur

**Prerequisite(s):**
Nil.

**Content:**
This subject provides an analysis of the retail exchange process and the key concepts and issues involved in retail management. Areas studied include the nature of the retail exchange process and retail competition; retailers in the marketing channel; the changing retail environment; the design of retail marketing, financial and location strategies; merchandise management, and retail management theories, structures and operations.

**Required Reading:**
To be advised by lecturer.

**Recommended Reading:**

**Class Contact:**
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:**
Assignment, 20%; test, 20%; final examination, 60%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0520I ECONOMICS OF INTERNATIONAL TRADE AND FINANCE

**Campus:**
City Flinders

**Prerequisite(s):**
Nil.

**Content:**
This subject provides an introduction to economic concepts and theories in order to explain the gains from international trade, international trade patterns, the gains from trade, the structure and composition of trade flows, economic growth and international trade, barriers to international trade, international factor movements, the determination of foreign exchange rates and the balance of payments. Topics include: introduction to the economics of international trade and finance; comparative advantage and the gains from trade, economies of scale, and intra-industry trade; economic growth, trade welfare; trade policy instruments; the political economy of trade policy; international factor movements; foreign exchange markets and exchange rates, and the balance of payments.

**Required Reading:**

**Recommended Reading:**

**Class Contact:**
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:**
Class tests and assignments, 40%; final examination, 60%. A satisfactory level of assessment for both components is required for a subject pass. Supplementary assessment will not be made available.

BE0530I INTERNATIONAL ECONOMIC REGULATION

**Campus:**
City Flinders

**Prerequisite(s):**
Nil.

**Content:**
This subject identifies the major principles relating to the development of the world multilateral trading system and the method by which the international trading system is regulated by the World Trade Organisation. It also examines the means by which international trade is regulated by national governments, particularly in the areas of anti-dumping, trade in services, trade in intellectual property and investment. It adopts a multi-disciplinary approach, particularly in the areas of economics and law. Topics include: trade theory and public policy; the GATT, structure and principles;
multilateralism and regionalism; anti-dumping in GATT and domestic legislation; the regulation of investment government procurement policies; general agreement on trade and services; the GATT on trade and intellectual property; the World Trade Organisation - structure and function; and international dispute resolution; and the future agenda/ negotiations under WTO.

Required Reading To be advised by lecturer.


Assessment Class test 20%; assignment/case study, 30%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be made available.

BE05302 INTERNATIONAL LOGISTICS AND BUSINESS STRATEGY

Campus City Flinders, Singapore.

Prerequisite(s) Nil.

Content This subject provides students with an appreciation of the role of logistics in achieving a competitive edge for firms in international business and an understanding of logistic variables in different countries and industries. Topics include: thoughts on global logistics, influence of trade in defining global logistics; customer service; global logistics and physical distribution; role of third party logistics in international business; international distribution practices across companies; logistic support for international market entry; export processes; influence of global logistics on corporate profit; and planning, control and audit of global logistics in international decision environments.

Required Reading To be advised by the lecturer.


Assessment Case studies, 50%; final examination, 50%. Students must satisfactorily complete each part of the assessment to pass the subject. Supplementary assessment will not be made available.

BE05303 STRATEGIC INTERNATIONAL TRADE FINANCE

Campus City Flinders, Singapore.

Prerequisite(s) Nil.

Content This subject introduces students to export documents required to facilitate international trade transactions, the instruments of trade finance, and methods of financing exports. Export strategies for entering foreign markets and country risk assessment. These processes will be introduced using the latest computer software and electronic data interchange technology mimicking the use of on-line services. Students will also be introduced to the concepts of market access obligations of countries under the WTO, eg SPS and TBT agreements for import risk assessment, which have a direct relationship to the flow of international trade in goods. Topics include: export documentation; customs and quarantine controls; international payments instruments and trade settlement; foreign exchange exposure; market entry options; introduction to customer risk and country risk assessment and aspects of electronic trading.


Recommended Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Semester assessment, 50%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be made available.

BE05304 INTERNATIONAL BUSINESS OPERATIONS

Campus City Flinders, Singapore.

Prerequisite(s) Nil.

Content This subject examines the different methods of conducting international trade in goods and services. It involves a mixture of economic, management, marketing and legal principles. In identifying and understanding the limitations of a traditional export based expansion program, alternative strategies involving one or more expansion methods are developed. Topics include: an overview of the imperatives and problems associated with trade expansion starting with the basic import/export transaction; the strategic aspects of distribution and agency arrangements; more complex international arrangements; strategic alliances focusing on contract manufacturing and agency service provision arrangements; and the challenges of intellectual property based and technology transfer agreements.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Term paper(s) and presentation 40%; final examination 60%. Students must satisfactorily complete each part of the assessment to pass the subject. Supplementary assessment will not be available.

BE05400 BUSINESS AND INDUSTRIAL ORGANISATION

Campus City Flinders, Singapore.

Prerequisite(s) Nil.

Content This subject examines the economic behaviour of firms and focuses on the policies of firms towards their rivals and customers. Topics include the relationship between market structures, enterprise behaviour and industrial performance; contemporary theoretical and policy issues; competing perspectives and analytical approaches towards the effective functioning of the enterprise and the influence of government policy.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment Term paper(s) and presentation 40%; final examination 60%. Students must satisfactorily complete each part of the assessment to pass the subject. Supplementary assessment will not be available.

Class Contact: Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Mid-semester test, 20%; assignment, 30%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0540 ADVANCED TOPICS IN INTERNATIONAL BUSINESS

Campus: City Flinders.

Prerequisite(s): Nil

Content: This subject provides an advanced understanding of recent theoretical and empirical developments in world trade. Topics include: trends in international trade and investment; measures and indicators of comparative advantage; the gravity model and trade intensity analysis; analysis of export supply, export demand and import demand; intra-industry trade; game theory; free trade and globalisation; the Uruguay Round; the rise of services and intellectual property in world trade; the environment, labour standards and trade; regional and multilateral integration; and industry policy and trade policy.

Required Reading: To be advised by lecturer

Recommended Reading:
- Class Contact: Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Mid-semester test, 20%; assignment, 30%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0547 ECONOMIC IMPACTS OF EVENTS

Campus: City Flinders.

Prerequisite(s): Nil

Content: This subject provides students with an understanding of the fundamental economic concepts, methodologies and analytical tools useful in initiating, developing, managing and evaluating special events. Topics include: economic perspectives on special events; initiating, identifying and exploiting markets for special events; environmental assessment - economic and industry environment; and approaches to special event evaluation.


Class Contact: Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Minor Assignment, 30%; Major Assignment, 50%; Class Presentation, 20%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0550 PROBABILITY AND DATA ANALYSIS

Campus: City Flinders.

Prerequisite(s): Nil

Content: The aim of this subject is to develop skills in using and interpreting statistical data. Students will learn to manage and present data in a meaningful way in order to enable them to turn numbers into information. Topics include: introduction to subject and introduction to data sources; presentation of data descriptive statistics for ungrouped data; descriptive statistics for grouped data; index numbers; and probability theory and applications.


Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Two one hour examination, 50%; Class assignments, 20. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0551 SAMPLING AND INFERENCE STATISTICS

Campus: City Flinders.

Prerequisite(s): BE0550 Probability and Data Analysis.

Content: The aim of this subject is to introduce students to sampling and estimation issues and procedures. Topics to be covered include sampling and sampling distributions; internal estimation; hypothesis testing tests for normality; goodness of fit tests; tests of statistical independence; non-parametric statistics; statistical quality control and other sampling methods.


Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: One two hour examination, 50%; Class assignments, 20. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0552 REGRESSION AND TIME SERIES MODELLING

Campus: City Flinders.

Prerequisite(s): BE0550 Sampling and Inference Statistics.

Content: The aim of this subject is to develop students’ skills in the use of regression and time-series modelling. Topics to be covered include: introduction to analysis of variance; two-way analysis of variance; introduction to regression analysis; bivariate regression analysis; multiple regression models; other topics in multiple
BE0511 THE ECONOMICS OF INTELLECTUAL PROPERTY AND COPYRIGHT

Campus: City Flinders.
Prerequisite(s): Nil.

Content: This subject examines the unique cultural, social, economic and regulatory environments of key international music and entertainment territories including, North America, Europe and Asia. The subject will investigate business strategies for entering these international territories and key risk management strategies that can be employed when exporting, touring and distributing music product.

Required Reading: To be advised by the lecturer.

Class Contact: Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment/Case Studies, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
assesses the role of the public sector in facilitating Australia's global competitiveness and integration into the Asia-Pacific region. Topics include the economic rationale of government intervention in the Australian economy and society; principles of taxation and tax reform; the distributive effects of government expenditure; government borrowing; the economics of public enterprises; including issues in cost-benefit analysis; and an evaluation of deregulation and privatisation.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Class Contact** Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 50%; case studies, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BE0534 HUMAN RESOURCE ECONOMICS**

**Campus** City Flinders, Singapore.

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the economic principles of the allocation of human resources within organisations and the wider economy. It will equip them with skills necessary to analyse the likely outcomes of specific human resource decisions. Topics include: supply and demand for labour and labour markets; disadvantaged labour market groups; the impact of unions on wages; payment systems and productivity; and the impact of wage fixing systems on the broader economy.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Class Contact** Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Class paper, 30%; research paper, 30%; test, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BE0530 BUSINESS STATISTICS**

**Campus** City Flinders, Singapore

**Prerequisite(s)** Nil.

**Content** This subject provides students with statistical skills and techniques for the quantitative evaluation of data in business and economics applications. Topics include: presentation of data and numerical summary measures; probability concepts; sampling and sampling distributions; interval estimation; hypothesis testing including tests of goodness of fit and independence and analysis of variance; linear regression and correlation; time series analysis; forecasting; and index numbers.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Class Contact** Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments/assessable exercises, 40%; final examination, 60%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BE0551 ETHICS IN FINANCIAL MARKETS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to provide students with an understanding of the ethical issues relevant to financial markets, the growing need for the application of these principles, and the means to quantify and evaluate the benefits flowing from their application. Topics covered will include *The Ethics of Ethical Investment; Implementing Ethical Investment Principles; Growth in Ethical Investment; Ethics and Initial Public Offerings (IPOs); Significant Ethical Issues and Good Governance; Corruption and the Breakdown of Ethics; The Cost of Corruption in Financial Markets; Ethics and Financial Markets Policy.*

**Required Reading** Current Available Text Book - Student to be Advised

**Recommended Reading**

**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 20%; case study presentation, 20%; Term paper, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BE0552 EUROPEAN BUSINESS ENVIRONMENT AND PRACTICES**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** The subject covers major areas relating to European business and how Australian business enterprises can adopt...
BUSINESS strategies to operate in an ever changing business environment in Europe. For this, the subject concentrates on EU laws and regulations, business practices, marketing, logistics, distribution and other aspects of business operations in Europe.

The issues relating to cultural and linguistic diversities are also covered and their implications for Australian business enterprises are examined. The subject further explores the nature and extent of EU’s business relationships with the rest of the world in general and Australia in particular.


**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Essay/project, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE0555 ASIAN BUSINESS ENVIRONMENT AND PRACTICES**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to provide students with a sound understanding of the business environment and practices that exist in rapidly growing economies of Asian countries of the Pacific Rim area. Topics covered will include introduction to subject; Australia’s Business Relations with the selected Asian Countries eg Japan, China Taiwan, Korea, India and ASEAN countries. Special emphasis will be given to common elements in business practices in those countries while acknowledging diversities do exist. The economic, political, legal and cultural environment will be examined to gain an appreciation of business practices in the selected Asian countries. The role of trade and FDI in these countries’ economic growth will also be discussed to enable students to understand the economic potential of these countries.

**Required Reading:** Larrance, P. and Hallmuth, S., 1996, Strategies for Asia Pacific, MacMillan Education, South Melbourne, Australia.


**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE0554 STATISTICAL DATA ANALYSIS FOR BUSINESS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject is designed for Masters’ degree students in marketing and relevant disciplines. The aim of this subject is to develop skills in using and interpreting statistical data. Generally, topics covered will include: Introduction to data types and sources, processing of the data, preliminary descriptive analysis, sampling and sampling distributions, sampling methods and the estimation of population parameters, interval estimation and the hypothesis testing, qualitative data and the non-parametric tests, Analysis of variance, trend fitting and forecasting, statistical quality control.


**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Case study, 20%; Research Project, coding, processing, analyzing, report writing and presentation, 40%; Final examination (Open book), 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE0555 ADVANCED DERIVATIVES AND FINANCIAL ENGINEERING**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject is designed for Masters’ degree students in finance and relevant disciplines. The aim of this subject is to develop skills in using and interpreting financial data. Generally, topics covered will include: Introduction to financial derivatives, pricing of options, futures, and interest rate derivatives, interest rate derivatives, credit risk, numerical procedures: binomial and trinomial trees, Monte Carlo simulation, finite difference methods, exotic options, and interest rate derivatives.

**Required Reading:** Hull, J.C., 4th edn., 2000, Options, Futures, and Other Derivatives, Prentice Hall, Melbourne.


**Class Contact** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 60%; Final Examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE0561 ECONOMICS OF REGULATION**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject examines the reasons for the extent of government regulation in Australia, with emphasis on policy debates centering on privatization and deregulation. Topics include: private and public resource allocation; normative and positive theories of regulation; the rationale for and effectiveness of competition policy; banking and finance industry regulation; social regulation; consumer protection legislation; foreign investment regulation; the economics of protection; and industry policy in Australia.

**Required Reading** To be advised by lecturer.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Individual essay/project, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE05622 ECONOMIC AND BUSINESS DATA ANALYSIS
Campus City Flinders
Prerequisite(s) Nil.

Content This subject explores the purpose and techniques of data analysis, with particular reference to statistics concerning international trade and develops skills in using business data and shows students how to extract it from the many computerised data bases available to business analysts. Topics include: primary and secondary sources of data presentation and description of data transformation of data sets; introduction to economic modelling and introduction to business forecasting.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Class assignments, 30%; project and term paper presentation, 30%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE06585 FINANCIAL INSTITUTIONS MANAGEMENT
Campus City Flinders
Prerequisite(s) BE05609 Corporate Finance

Content This subject provides an overview of asset/liability management in financial intermediaries. Topics covered include:

- Why are financial intermediaries special?
- The regulatory environment.
- Asset management, liquidity, the bond portfolio, the loan portfolio.
- Capital planning.
- Techniques of measuring and managing interest rate risk, dollar gap, duration gap, futures, options, swaps.
- Assessing bank performance and efficiency issues.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments and internal assessment, 40%; presentation, 10%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE06580 FINANCIAL DERIVATIVE MARKETS
Campus City Flinders.
Prerequisite(s) Nil.

Content This subject introduces students to the concepts of international financial markets and develops an understanding from conceptual, analytical, and decision making perspectives. Topics include: money markets; foreign exchange; futures; and options.

Recommended Reading Slaper and Cares, 1993, Trading A financially

Class Contact Subject equal to 15 credit points.

Assessment Class assignments, 30%; project and term paper presentation, 30%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BE0498 RENTAL TECHNOLOGY
Campus Hong Kong, Singapore, Kuala Lumpur
Prerequisite(s) Nil.
Content This subject familiarises students with the nature and scope of how economics explains and analyses the functions of the firm in a modern industrial society. Topics include: the history, scope and economic functions of the public enterprise sector in Australia. It examines the role of economic principles for effective public sector decision making. Topics include: the economic rationale of government intervention and public enterprise; financing of public enterprise; public enterprise pricing and investment; cost-benefit analysis; and evaluation of public enterprise performance, privatisation and contracting out policies.
Assessment Individual essay/project, 50%; final examination, 50%. Students must satisfactorily complete each part of the assessment.

BE0562 ECONOMICS OF PUBLIC ENTERPRISE
Campus City Flinders
Prerequisite(s) Nil.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.
Assessment Case studies and continuous assessment, 50%; examination, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each part of the assessment.
**BEO6566 ECONOMIC POLICY AND ANALYSIS**

**Campus City Flinders**

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the concept of economic policy and the relationship between economic policy and economic performance. It will develop and provide concepts, knowledge and methodologies useful in the application of economic principles to the study of economic policy. Topics include: economic analysis and the nature of markets, government policies and multinational corporations; multinational corporations and world trade flows; inter-governmental and multinational marketing strategies.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment**
- Presentation, 20%; assignments, 20%; examination, 60%. Supplementary assessment will not be available.

**BEO6600 BUSINESS ECONOMIC POLICY AND ANALYSIS**

**Campus City Flinders**

**Prerequisite(s)** Nil.

**Content** This subject is a combination of BEO8622 Business Microeconomics and BEO8623 Business Macroeconomics.

**Required Reading** Refer BEO8622 and BEO8623.

**Recommended Reading** Refer BEO8622 and BEO8623.

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment**
- Assignment #1, 25%; assignment #2, 25%; final examination, 50%. A satisfactory level of assessment for both components is required for a subject pass. Supplementary assessment will not be available.

**BEO6862 ENVIRONMENTAL AND RESOURCE ECONOMICS**

**Campus City Flinders**

**Prerequisite(s)** Nil.

**Content** This subject examines the problem of resource depletion and environmental quality. It will analyse the trade-offs between economic growth and industrialisation, population growth, resource depletion and environmental protection. Topics include: economic analysis and the nature of markets, industrialisation, population growth and their environmental impact; the economics of energy resources; the valuation of environmental goods; environmental regulation; the cost of environmental control; natural resource management and control; and the quest for sustainable development.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment**
- Assignments, case studies, group project, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BEO6704 TOURISM ECONOMICS**

**Campus City Flinders**

**Prerequisite(s)** Nil.

**Content** This subject will develop and provide concepts, knowledge and methodologies useful in the application of economic principles to the study of tourism. Topics include: tourism resource allocation; tourism demand and supply; strategic planning and analysis; and the forecasting of tourism.

**Required Reading** To be advised by lecturer.

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment**
- Presentation, 20%; assignments, 20%; examination, 60%. Supplementary assessment will not be available.

**BEO7700 THESIS (FULL-TIME)**

**BEO7701 THESIS (PART-TIME)**

**Campus City Flinders**

**Prerequisite(s)** BEO7742 Business Research Methods.

**Content** Students are required to complete a research thesis of approximately 12,500 words based on the proposal developed in the subject Business Research Methods. The thesis will be based on independently conducted research which demonstrates the student’s ability to clearly define a problem, to undertake a detailed literature search and review of the relevant theoretical and practical literature on the topic area. All Students who enter the program will...
initially discuss possible research topics with a member of staff and the Course Director. The thesis is to be completed in six months for full-time students and twelve months for part-time students.

Class Contact
Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

Assessment
In accordance with Faculty Regulations.

BE07742 BUSINESS RESEARCH METHODS
Campus City Flinders
Prerequisite(s) Nil.
Content
This subject introduces students to some of the issues involved in the production of research in applied fields. It will enhance knowledge, personal skills and competencies in conducting research in the broad industrial setting. Topics include conceptualisation of research problems, theoretical formulation and contextualisation; literature review; problems and pitfalls in research development; meta-analysis of past research; operationalisation of research problems to test hypotheses; measurement and levels of measurement; procedures in data collection; data analysis and presentation; and report writing and dissemination of research findings.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Students will be required to prepare a thesis proposal for presentation to the group. Satisfactory completion of this task is necessary prior to enrolling on the thesis.

BE0800 QUANTITATIVE METHODS 1
Campus City Flinders
Prerequisite(s) BE0600 Quantitative Analysis (or equivalent).

Content
This subject further develops an understanding of the mathematical and statistical techniques used in modern management science. The focus of the selected techniques is on case application using the computer software. Topics include: probability theory, decision theory, marginal analysis and capital budgeting; inventory control models; queuing models; linear programming; integer and quadratic programming; and dynamic programming.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Case studies and continuous assessment, 50%; examinations, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE0800 QUANTITATIVE METHODS 2
Campus City Flinders
Prerequisite(s) BE0800 Quantitative Methods 1 (or equivalent).

Content
This subject further develops an understanding of mathematical and statistical techniques used in modern management science. Its principle focus is an empirical modelling and business forecasting procedures. Topics include: regression analysis; model diagnosis; conditional forecasts; limited dependent variable models; classical time series decomposition models; ARIMA; and multivariate analysis.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact: Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Case studies and continuous assessment, 50%; take home examinations, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE08622 BUSINESS MACROECONOMICS
Campus: City Flinders.
Prerequisite(s): BEO6500 Economics for Management (or equivalent).

Content: This subject introduces students to a range of competing theories, current issues and debates in macroeconomics. It also provides students with an understanding of the complexities of macroeconomics and the difficulties faced in trying to manage the macroeconomy. Topics include: stabilisation policy in a closed economy; aggregate demand and aggregate supply; the open economy; inflation and unemployment; Keynesian economics and the Keynesian revolution; the monetarist counter-revolution; rational expectations and new classical macroeconomics; real business cycle models; new Keynesian economics; and the resilience of economic growth analysis.

Required Reading: To be advised by lecturer.


Class Contact: Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment: Case studies and continuous assessment, 50%; examinations, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE08621 BUSINESS MICROECONOMICS
Campus: City Flinders.
Prerequisite(s): BEO6500 Economics for Management (or equivalent).

Content: This subject introduces students to economic analytic tools to assist in an understanding of the workings of an economy at the micro level and to critically analyse microeconomic policies. Topics include: the market; consumer theory; theory of production; market structure; market failure; alternative theories of the firm; and structure, conduct, and performance.

Required Reading: To be advised by lecturer.


Class Contact: Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment: Two case studies (2 x 30%), 60%; two presentations (2 x 20%), 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE08624 BUSINESS ECONOMICS - MODELLING
Campus: City Flinders.

Prerequisite(s): BEO6500 Economics for Management (or equivalent); BEO6500 Quantitative Methods I (or equivalent).

Content: This subject introduces students to a range of quantitative methods used to analyse business problems. Topics include: input/output models; applied economic modelling; computable general equilibrium models; project appraisal and planning/capital budgeting; natural resource and environmental planning and national and global development and growth models.

Required Reading: To be advised by lecturer.


Class Contact: Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment: Case studies and continuous assessment, 50%; examinations, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BE09800 RESEARCH THESIS (FULL-TIME)

BE09801 RESEARCH THESIS (PART-TIME)
Campus: City Flinders.

Prerequisite(s): A person may be admitted to enrol by the relevant Head of School if that person has an undergraduate degree of a kind and in a discipline as determined appropriate by the Head of School. Within 6 months (12 months, part-time) of enrolment the student must present a candidature proposal to the Faculty Research and Graduate Studies Committee who assess the suitability of the candidature proposal. Once accepted as a candidate the student’s progress is monitored twice-yearly by the Faculty Research and Graduate Studies Committee.

Content: The candidate is expected to complete a significant research thesis in a field of study relevant to the Faculty of Business and Law. The thesis is expected to be completed under supervision and display a high level of critical evaluation, research methodology and in-school understanding by the candidate of the field of study.

Class Contact: Normally two years equivalent full-time. Subject equal to 60 credit points.

Assessment: In accord with those stated in the University Regulations for Research Degrees.

BGP6513 BUSINESS RESEARCH METHODS
Campus: City Flinders, Kuala Lumpur; Singapore, China, Bangladesh.

Prerequisite(s): Nil.

Content: The subject aims to equip students with an understanding of Business Research Methods in order to equip them with the necessary skills for completion of their minor thesis. On completion of the subject, students would be able to be more conversant with the major principles involved in planning and executing research projects, conceptualise a research problem and contextualise it within a body of theory operationalise concepts to test theoretical conceptualisations, have knowledge in developing and/or selecting appropriate measurement instruments for data collection, know various procedures in collection and analysis of data and acquire skills in report writing and dissemination of findings.

Required Reading: To be advised by lecturer.

Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Class participation, 10%; class presentation, 10%; research methods project report, 40%; examination, 40%. In order to be assured a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be available.

BGP6900 COMPREHENSIVE SEMINAR
Campus Kuala Lumpur, Malaysia
Prerequisite(s) Nil
Content Preparation for comprehensive assessment to help the student integrate studies pursued in the Executive Studies Program. The results should demonstrate a high level competence in executing research and applying theories to substantive issues. Comprehensive seminars will be conducted in parallel to the five core themes. A case study based approach will be used to engage students in multi-faceted examination of important business issues.
Class Contact 78 hours over one (1) calendar year
Assessment Comprehensive assessment task, 100%. Supplementary assessment will not be available.

BGP6901 FINANCE, MONETARY POLICY AND INTERNATIONAL ACCOUNTING
Campus Kuala Lumpur, Malaysia
Prerequisite(s) Nil
Content The subject focuses on managerial decision making with particular reference to the evaluation of investment and financing decisions in a global environment. The subject examines the impact of monetary policy on the policies and practices of organisations. Management challenges associated with internationalized financial arrangements and management practices is examined. The global financial environment and financing choices with particular reference to recent developments in fund raising techniques. The concept of pricing and Risk. The management of financial risk including the use of derivatives to manage foreign exchange risk, interest rate risk commodity price risk. The interrelationship between government, industry and monetary policy; its administration and regulatory policies affecting the conduct of international business. Regulation of financial markets. The role and influence of the securities commission on the regulation of securities markets. Recent developments in the banking sector and the influence of the bank for international settlements on financial markets. Comparative international accounting, including frameworks for analyzing international accounting issues and cultural implications arising from the integration of accounting standards. Analysis and interpretation of information provided by financial reporting systems for confirmatory and prospective decision making.
Class Contact 78 hours over one (1) curriculum year
Assessment Minor project, class contribution, 50%, Working paper, 50%.

BGP6902 RESOURCE UTILIZATION
Campus Kuala Lumpur, Malaysia
Prerequisite(s) Nil
Content The subject examines the decision making areas related to the management of major projects. The subject covers strategic financial and operational aspects including The nature of projects and the management, the environment in which projects take place. How projects are defined in terms of their objectives scope and strategy for completion. Financial appraisal of projects including return on investment, standing and running costs, depreciation, and book value. How project are planned and controlled. How network analysis is used for planning and controlling projects.
Class Contact 78 hours over one (1) calendar year
Assessment Minor project, class contribution, 50%, working paper, 50%.

BGP6903 IMPACT OF BUSINESS PRACTICES ON SOCIETY
Campus Kuala Lumpur, Malaysia
Prerequisite(s) Nil
Class Contact 78 hours over one (1) calendar year
Assessment Minor project, class contribution, 50%, working paper, 50%.

BGP6904 TECHNOLOGY FOR COMMUNICATION AND BUSINESS ANALYSES
Campus Kuala Lumpur, Malaysia
Prerequisite(s) Nil
Content The subject examines principles of technology applied to business information, business communication, and business analysis from recording and storing data, through processing and retrieving information, to transmission and dissemination of facts and knowledge. Areas to be covered include the general management of text and non-text data, local and global communication, information storage and processing for business analysis, marketing information systems, and multimedia applications. Functions and issues to be explored with communications technology include advertising, brand building, customer service, internal and external communication, marketing research, and evolution of information. In doing so, extensive use will be made of various up to date tools in building and analysing business scenarios, and in the interpretation of results. This will include applied control and forecasting techniques, optimization, risk management and adjustment, and simulation for corporate
modelling. Simulated results for interpretation will be computer generated.

**Recommended Reading**

**Course Contact**
- 78 hours over one (1) calendar year

**Assessment**
- Minor project, class contribution, 50%, working paper, 50%.

**BGP6905 GOVERNMENT AND BUSINESS**

**Marketing and Promotion**

**Campus**
- Kuala Lumpur, Malaysia.

**Prerequisites**
- Nil.

**Content**
- The subject will be delivered from both a theoretical perspective and a management perspective. Delivery will be by way of lectures, discussions, audiovisual programs and guest speakers. Areas to be covered include: Marketing concepts with emphasis on the promotional and communication process. The development of promotional strategies for both public and private sector organizations. Creative and evaluative strategies for the print, broadcast, and support media. Legal aspects of promotion and marketing. Consideration of the law of misrepresentation, contractual and tortious liability and specific legislative liability. Public relations, publicity and corporate advertising. Regulation of advertising and promotion. The law and economic rationale for government intervention in the market. Consideration of various regulatory regimes and theories including licensing, government provision, competition enforcement, and legal liability rules. Evaluation of social, ethical and economic aspects of advertising and promotion. Managing the communications and marketing strategy. Legal institutions and rules facilitating the efficient operation of the market with consideration of the law of contract, property and torts.

**Recommended Reading**

**Class Contact**
- 78 hours over one (1) calendar year

**Assessment**
- Minor project, class contribution, 50%, working paper, 50%.

**BGP7701 THESIS (FULL-TIME)**

**BGP7701 THESIS (PART-TIME)**

**Campus**
- City Flinders

**Prerequisites**
- BGP6513 Business Research Methods

**Content**
- The minor thesis provides students with the opportunity, either individually or in teams of not more than four, to apply acquired skills, competencies and expertise to an approved consultancy based task. Proposals for projects will normally be developed in conjunction with the subject Business Research Methods and may or may not be sponsored by and directly related to specific industrial, commercial or public sector management requirements. Teams will only be approved according to the size and complexity of the task and the competencies required for a successful outcome. The proposed contributions of each team member must be clearly designated before the project is approved and, at the conclusion, capable of being individually assessed. A major project is equivalent to four subjects per individual student and the time requirements, data collection and analysis, research, literature reviews, presentations, reports, etc. must reflect a comparable workload and level of expertise required of MBA students. All proposals for projects must be approved by an MBA Faculty panel before a student is permitted to enrol in the subject. The project is to be completed by the end of six months for full-time students and twelve months for part-time students.

**Required Reading**
- To be advised by supervisor.

**Class Contact**
- Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

**Assessment**
- Pass/fail based on progress reports and assessment of final report by two appointed examiners.

**BGP7704 MBA MINOR PROJECT (FULL-TIME)**

**BGP7705 MBA MINOR PROJECT (PART-TIME)**

**Campus**
- City Flinders

**Prerequisites**
- BGP6513 Business Research Methods

**Content**
- The minor project provides students with the opportunity, either individually or in teams of not more than four, to apply acquired skills, competencies and expertise to an approved consultancy based task. Proposals for projects will normally be developed in conjunction with the subject Business Research Methods and may or may not be sponsored by and directly related to specific industrial, commercial or public sector management requirements. Teams will only be approved according to the size and complexity of the task and the competencies required for a successful outcome. The proposed contributions of each team member must be clearly designated before the project is approved and, at the conclusion, capable of being individually assessed. A major project is equivalent to four subjects per individual student and the time requirements, data collection and analysis, research, literature reviews, presentations, reports, etc. must reflect a comparable workload and level of expertise required of MBA students. All proposals for projects must be approved by an MBA Faculty panel before a student is permitted to enrol in the subject. The project is to be completed by the end of six months for full-time students and twelve months for part-time students.

**Required Reading**
- To be advised by supervisor.

**Class Contact**
- Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

**Assessment**
- Pass/fail based on a panel examination of the final thesis submission.
Required Reading
To be advised by supervisor.

Class Contact Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law Subject equal to 30 credit points.

Assessment Pass/fail based on progress reports and assessment of final report by two appointed examiners.

BGP8000 DISSERTATION (THESIS)/(DBA)/(FULL-TIME)

Campus City Flinders.

Prerequisite(s) Normally, completion of the coursework component of the degree and satisfactory performance in the Comprehensive Examination.

Content The subject is designed to provide training and education with the objective of producing a graduate with the capacity to conduct research independently at a high level of originality and quality in the field of business. Students should uncover new ideas either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

Class Contact Full-time, two years; part-time, four years. Subject equal to 60 credit points.

Requirements/Assessment Requirements and assessment will be in accord with those stated in Research Degrees: Regulations and Guide for Students and Supervisors, July 1992.

BGP8002 PHD (RESEARCH)/(FULL-TIME)

Campus City Flinders.

Prerequisite(s) A person may be admitted to the degree of Doctor of Philosophy in Business who is recommended by the Faculty of Business and Law Research and Graduate Studies Committee providing that she/he has: a master's degree; or a four-year bachelor's degree with honours or honours degree with a superior performance (normally first class or 2A honours level or equivalent, such as a postgraduate diploma which is an extension of the discipline contained in the undergraduate qualifications) of a kind and in a discipline as determined by the Faculty of Business and Law Director of Research and Graduate Studies; or qualified for an equivalent, such as a postgraduate diploma which is an extension of the discipline contained in the undergraduate qualifications) of a standard considered by the Faculty to be sufficiently meritorious; or qualified for any other award judged by the Faculty to be of relevant character and appropriate standard; and has produced evidence of professional experience through which he/she has developed his/her applied knowledge of the relevant field of study; such as satisfies the Faculty that he/she has the capacity to undertake study for the degree of master; and fulfilled any other conditions relating to prerequisite study which the Faculty may have imposed in respect of his/her admission.

Content This subject has the objective of training a student in research methodology and techniques and the critical evaluation thereof, appropriate to the Business fields of study, and in the application of such methodology by conducting a specified program of research under appropriate supervision. A student is expected to demonstrate that he or she has a thorough understanding of the relevant techniques in the field demonstrated both by their application and by a thorough review of the literature; has competence in the chosen field through judicious selection and application of methods to yield fruitful results; has capacity to critically evaluate these results; and has the capacity to present well-written work.

Class Contact Normally two years full-time or four years part-time.

Requirements/Assessment Requirements and assessment will be in accord with those stated in Research Degrees: Regulations and Guide for Students and Supervisors, July 1992.

BGP8009 COMPREHENSIVE EXAM

Campus City Flinders.

Prerequisite(s) Doctor of Business Administration stage 1 (coursework).

Content Comprehensive seminars will be conducted in parallel to core subjects. A case study based approach will be used to engage students in multi-faceted examination of important business issues.

Class Contact Normally to be delivered as lectures and tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment Written exam, 50%; 30 minute oral presentation, 50%. Students are expected to complete each component of the
assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BGP9000 RESEARCH THESIS (FULL-TIME)**

**BGP9001 RESEARCH THESIS (PART-TIME)**

**City Flinders.**

**Co-requisite(s)** BGP6513 Business Research Methods.

Preparation towards the submission of a thesis required for the completion of a research degree. Students enrol in the same subject for the duration of the course.

**BH03500 ELECTRONIC MARKETING**

**City Flinders.**

**Prerequisite(s)** BH03505 Marketing Management.

Content The subject has the objective of students gaining a broad understanding of the many facets of electronic marketing with particular attention to its application for direct marketing and advertising. In addition students will gain an understanding of the legal, social and ethical issues faced by internet marketers and advertisers. Topics covered would include introduction to the internet, marketing on the internet, communicating with consumers online, computer mediated selling, mechanics of electronic marketing, brand advertising, interactive advertising and direct marketing.

**Required Reading** Chaffey, D., Mayer, R., Johnston, K. and Ellis-Chadwick, F. 2000, Internet Marketing, Prentice Hall.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Course Work, 100%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BH03502 SERVICES AND RELATIONSHIP MARKETING**

**City Flinders.**

**Prerequisite(s)** BH03505 Marketing Management.

Content The aim of the subject is to introduce the graduate student to the service industry and the marketing implications. There is a focus on developing marketing strategies for services, especially in view of demand management, quality, and customer service. Building internal and external relationships a competitive strategy for service marketing forms an integral part of this subject. Topics include: understanding services; strategic issues in service strategy for service marketing forms an integral part of this subject.

**Required Reading** Lovelock, Christopher. Patterson, Paul & Walker, Blatt. 1996, Services Marketing: A utralia and New Zealand, Prentice Hall, Australia.

Class Contact Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Case Study/Research assignment, 30%; Class presentation, 20%; Final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5304 BUSINESS TO BUSINESS MARKETING
Campus Footscray Park, City Flinders
Prerequisite(s) BHO6505 Marketing Management.

Content The subject is aimed at graduate students with prior knowledge or understanding of the marketing discipline. It would acquaint students with practices and problems of the Industrial and Organisational Marketing field or profession. Students would be equipped with skills and techniques essential in carrying out managerial responsibilities and duties in the industrial marketing function. Topics to be covered would include: the basics of industrial marketing; industrial markets, products and services and purchasing practices; organisational buyer behaviour and concepts and models of organisational buying behaviour; industrial marketing research and intelligence; industrial market segmentation; industrial marketing management functions; the strategic management of industrial products and services, marketing and product innovation, industrial pricing, industrial marketing communications, industrial channel strategy; control of industrial marketing programs; industrial market performance; control and evaluation of industrial marketing; industrial competitiveness in the Asian economic integrated region.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5305 MARKETING COMMUNICATION
Campus City Flinders
Prerequisite(s) BHO6505 Marketing Management.

Content The subject is aimed at developing managerial decision making skills in all aspects of promotion. Topics covered would include: strategy development and implementation in advertising, personal selling, publicity, public relations, direct response marketing and customer service.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5306 INTRODUCTION TO HOSPITALITY INDUSTRY
Campus Footscray Park, City Flinders

Prerequisite(s) Nil.

Content To introduce students to the study of hospitality as an emerging discipline worthy of rigorous study. To orient the students to the hospitality industry and the issues which confront it. Topics covered: hospitality as a field of study; introduction to the Hospitality Industry: Readings and course materials. Victoria University Introduction to Hospitality Industry: Readings and course materials.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Progressive assessment, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5320 FOOD AND BEVERAGE STUDIES I
Campus Footscray Park

Prerequisite(s) BHO5320 Introduction to Hospitality Industry.

Class Contact To introduce students to the core principles and practices of kitchen management systems which optimise the managerial and

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operational efficiency of food production facilities. Topics covered: introduction to food production; the menu as a core management tool; food commodities; recipe development; and standard recipes for food production. Food and Beverage Management, Butterworth, Oxford.

**Required Reading:** Davis, B. Lockwood, A. and Stone, S., 1998, Food and Beverage Management, Butterworth, Oxford.

**Recommended Reading:** Equivalents to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Progressive assessment, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BHO5520 Introduction to Hospitality Industry.**

**Campus:** Footscray Park.

**Prerequisite(s):** BHO5522 Food and Beverage Studies II.

**Content:** To develop a comprehensive understanding of the principles and practices of restaurant management. Topics covered: concepts of restaurant management; conceptualising quality in a restaurant setting; quality control; evaluating restaurant performance in terms of financial, market and operational criteria.

**Required Reading:** Davis, B. Lockwood, A. and Stone, S., 1998, Food and Beverage Management, Butterworth, Oxford.

**Recommended Reading:** To be advised.

**Class Contact:** A two hour lecture and equivalent to a four hour practical during practice and a six hour practical during restaurant simulations each week for one semester or equivalent workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Progressive assessment, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BHO5567 Hospitality Property Development**

**Campus:** City Flinders.

**Prerequisite(s):** Nil.

**Content:** This subject includes the following topics: principles of land use management; principles of property development; site selection; valuation; land acquisition; regulations governing developments; the development process: conceptualisation, planning and initiation phases; market feasibility analysis; financial feasibility analysis; commitment phase; design and construction phase; management and operational phase. Hospitality operations; facilities planning and design; integration of facilities; investment in real estate; property development in Australia; property development in South-East Asia.

**Recommended Reading:** To be advised by lecturer.

**Class Contact:** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Assignment 1, 25%; assignment 2, 25%; examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BHO5568 Hospitality Operations Management**

**Campus:** City Flinders.

**Prerequisite(s):** Nil. However, an enabling course in basic statistics is recommended if no undergraduate statistics courses have been successfully undertaken.

**Content:** This subject includes the following topics: introduction to quantitative analysis and the decision making process; overview of hospitality operations and the School’s problems and issues that arise in the short and long term; systems overview of short-term and long-term problems; techniques for short-term and long-term problems; report preparation of results for senior management.

**Required Reading:** Student handbook (lecture notes, readings, exercises).

**Recommended Reading:** To be advised by subject lecturer.

**Class Contact:** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Progressive assessment, 68%; final examination, 40%. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note: Programmable or non-programmable electronic calculators may be used in examinations.

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**BHO5574 Consumer Behaviour**

**Campus:** City Flinders.

**Prerequisite(s):** BHO6505 Marketing Management.

**Content:** This interdisciplinary subject discusses the consumer as the focus of the marketing system. The subject stresses the use of knowledge about consumer behaviour in marketing decisions. Contributions of psychology, sociology, psychology and economics to the understanding of consumer buying behaviour are emphasised. Individual behavioural variables needs, motives, perception, attitudes, personality and learning as a result of socialisation process - and group influences (family, social groups, community, society) are covered.

**Required Reading:** To be advised by lecturer.

**Class Contact:** Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BHO5575 Logistics**

**Campus:** City Flinders.

**Prerequisite(s):** BHO5567 Hospitality Property Development.

**Content:** This subject provides students with a managerial viewpoint or approach in terms of marketing decisions made in all aspects pertaining to distribution systems so as to complete efficiently and effectively in the market place. Topics covered would include: focus on analysis and decision making regarding the functions and institutions in designing and implementing a distribution system, and thereby develop and implement a competitive distribution strategy to enhance the functions; economic and behavioural analysis of distribution intensity channel length, marketing logistics; transportation, inventory control, warehousing and distribution cost; influence of product mix, prices and promotional activities on designing and implementing wholesale and retail distribution systems; consideration will be given to trends and factors influencing the development and choice of distribution strategy; achieving inter-organisational co-ordination in the distributive network; in-Schools analysis of role of distribution in a company’s overall competitive strategy and managerial skills essential in the administration, implementation and control of distributional functions and strategy for competitive purposes in the market place.

**Required Reading:** To be advised by lecturer.

**Class Contact:** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
culture and business) are examined in Schooils as they affect the consumer decision-making process. Analysis of how marketing programs, especially the communications mix, can be developed to meet social and environmental requirements for providing consumer satisfaction. This theoretical framework is applied to consumer buying and purchasing decision-making situations of the retail and service industry sectors of Australia with a look at cultural and traditional elements of their social environment.

**Required Reading**


**Recommended Reading**


**Campus**

**City Flinders**

**Prerequisite(s)**

Nil.

**Content**

Examines the meaning of culture and national identity with emphasis on cultural comparison. Considers theoretical and practical applications of cross-cultural activity including but not confined to the universals of social behaviour, culture and ethics, communication, cross-cultural interaction and the outcomes of cross-cultural contact. This subject has particular application to marketing, tourism and hospitality contexts.

**Required Reading**

By decided by the lectures.

**Class Contact**

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO5357 NATIONAL CULTURES AND IDENTITIES**

**Campus**

**City Flinders**

**Prerequisite(s)**

Nil.

**Content**

Examines the meaning of culture and national identity with emphasis on cultural comparison. Considers theoretical and practical applications of cross-cultural activity including but not confined to the universals of social behaviour, culture and ethics, communication, cross-cultural interaction and the outcomes of cross-cultural contact. This subject has particular application to marketing, tourism and hospitality contexts.

**Required Reading**

By decided by the lectures.

**Class Contact**

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignments and class presentations, 60%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO5903 MARKETING RESEARCH**

**Campus**

**City Flinders**

**Prerequisite(s)**

BHO6505 Marketing Management.

**Content**

This subject aims to develop analytical skills and the knowledge of market research techniques and confidence in the application of the techniques in tackling practical market research problems. Importance of research in strategic and competitive marketing planning in the 1980s; the role of the marketing information systems; need for good research information for Australian managers' sound decision making in targeted domestic and export markets in order to maintain competitive edge; key aspects of the marketing research process; an examination of available research methodologies for consumer market industrial market and service market including high-tech industry; marketing and traditional elements of their social environment.

**Required Reading**


**Required Reading**

To be advised by lecturer.

**Class Contact**

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Research project, 25%; case study, 25%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
POSTGRADUATE SUBJECT DETAILS

BHO5602 RESEARCH PROJECT (HOSPITALITY)
Campus City Flinders
Prerequisite(s) This research project provides students with the opportunity to build links with a sector of the hospitality industry in which they may seek employment (hotels, motels, restaurants, casinos, resorts etc.) Students will deepen their understanding of the particular sector of the industry. The research project will be carried out in groups of no more than four students.
Recommended Reading Recommended Reading will be announced by subject lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. The subject is equal to 15 credit points.
Assessment One major research report of approximately 6000 words per student, 80%; presentation of research findings, 20%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5603 INNOVATIONS IN HOSPITALITY
Campus City Flinders
Prerequisite(s) Students would normally be expected to have completed all the subjects comprising the Graduate Diploma, before attempting this subject.
Content The most recent innovations relevant to the hospitality industry include technologically advanced catering systems operating with the application of Hazard Analysis Critical Control Points System (HACCP) to foodservice operations for total quality management-based food safety programs, developments in quick-service restaurants for facilities design.
Recommended Reading To be advised by the lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. The subject is equal to 15 credit points.
Assessment Presentation, 20%; major assignment, 30%; examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. No non-programmable calculators may be used in examinations.

BHO5604 RESEARCH PROJECT (TOURISM)
Campus City Flinders
Prerequisite(s) Students would normally be expected to have completed all the subjects comprising the Graduate Diploma, before attempting this subject.
Content This research project provides students with the opportunity to build links with a sector of the tourism industry in which they may seek employment (warehouses, hotels, travel agencies, tourism offices etc.) Students will deepen their understanding of their chosen sector. The research project will be carried out in groups of no more than four students.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. The subject is equal to 15 credit points.
Assessment One major research report of approximately 6000 words per student, 80%; presentation of research findings, 20%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5005 INTERNATIONAL TOURISM MANAGEMENT
Campus City Flinders
Prerequisite(s) None
Content The subject aims to develop an understanding of tourism and the tourism system in an international context. Topics include a systematic overview of tourism, the different perspectives of tourism, global tourism trends, tourist attractions, business management in tourism and future trends.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. The subject is equal to 15 credit points.
Assessment Minor Assignment and participation, 20%; Major assignment, 40%; Examination, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5006 HOSPITALITY AND TOURISM OPERATIONS DEVELOPMENT
Campus City Flinders
Prerequisite(s) None
Content This subject aims to introduce students to the application to the application of multivariate statistics in a hospitality environment, in particular the use of data resources to gain a greater insight into the needs and preferences of the hospitality and tourism customer.
Required Reading Student handbook (Lecture notes, Readings, Exercises).
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. The subject is equal to 15 credit points.
Assessment Progressive assessment, 60%; final examination, 40%. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BH0587/HOSPITALITY AND TOURISM HUMAN RESOURCE MANAGEMENT
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject examines the theoretical and practical applications of Human Resource Management within the Hospitality and Tourism Industry. It includes the concept of strategic HRM and its application to HRM practices such as employee recruitment, selection, performance appraisal, training and development, remuneration systems and occupational health and safety. The course is also concerned with the industrial relations system and its impact on the Hospitality and Tourism Industry, with special attention to the incidence of enterprise bargaining within the industry. The course investigates best practice within Hospitality and Tourism, the impact of TQM on productivity and current trends in HRM within the industry.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Case Studies, 40%; Class Presentation, 20%; Project, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BH0578/HOSPITALITY AND TOURISM MARKETING
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject involves the application of marketing principles to hospitality and tourism, and includes the following topics: Services marketing, market segmentation, market research, consumer behaviour, pricing, positioning, promotion, place, people, process, productivity, quality in services marketing, marketing planning.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Class presentation, 20%; project assignment, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BH0577/INTERNATIONAL TOURISM PLANNING AND DEVELOPMENT
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject looks at the history of tourism development to help students understand the tourism phenomenon. The background to planning and the various approaches to it are examined in order to develop a framework for evaluating tourism planning and development in different countries. The economic, social and cultural impacts are examined and the techniques for managing such impacts are explored.
Required Reading Hall, C.M. 1995, Introduction to Tourism in Australia: Impacts, Planning and Development, 2nd ed, Addison Wesley Longman Australia, Melbourne. A Supplementary Reading Booklet for this subject is available in the bookshop.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Project, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BH057B CONTEMPORARY ISSUES IN HOSPITALITY AND TOURISM
Campus City Flinders
Prerequisite(s) Nil
Content This subject provides a comprehensive review of areas of managerial concern in hospitality and tourism. Indicative topics include the relationship between sectors, such as a hospitality and tourism broadly, and between hospitality and events management; resort management; indigenous tourism; special events tourism; antarctic and remote tourism; industrial tourism; marketing research in hospitality and tourism; sustainable tourism development; gaming and technology in hospitality and tourism. Topics will change over time, and will reflect, in part, the projects being pursued by University researchers, and the areas of managerial need identified by industry and government.


Recommended Reading Anderson, J. and Poole, M. 2001, A 7th sense and This W Mar, 4th edn, John Wiley and Sons Australia Ltd., Brisbane.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. The subject is equal to 15 credit points.

Assessment Class presentations, 50%; issues assignment, 50%.

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment/project/term papers, 50%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be made available.

BH0595 MARKETING MANAGEMENT
Campus City Flinders, Kuala Lumpur, Singapore, China, Bangladesh
Prerequisite(s) Nil
Content Upon completion of the subject, students would be able to understand the Marketing Management Process, develop essential skills necessary in a Marketing Manager’s job, appraise an organisation’s performance in a competitive marketing environment (foreign and domestic), formulate and implement marketing mix strategies in consumer, industrial and service markets, solve problems and improve their abilities in making sound decisions based upon available market information and appreciate the applications of marketing principles to Service Sector and International business decision making.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 25%; research project of a student’s own choice, 25%; examination, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be made available.

BH0666 GLOBAL MARKETING MANAGEMENT
Campus City Flinders, Singapore
Prerequisite(s) Nil
Content This subject is aimed at developing awareness and skills necessary for effective marketing management career and leadership in Australian organisations operating internationally including subsidiaries of multinationals based in Australia and within the Pacific Region. A look at the nature of Australia’s marketing companies performance in relation to traditional trade partner countries, the economic environment and international trade transactions including economic, regional integration as expanded market opportunities; the nature and scope of global marketing activities; the environment analysis of global marketing itself, formulating marketing strategies for global marketing programs of action aimed at export and international markets undertaken by small businesses in Australia; an examination critique of competitive global marketing strategies by Germany, Japan, South Korea, UK, and USA in relation to Australia; evaluation of general global marketing programs; organizing and controlling global marketing operations; the future practices and prospects of global marketing with emphasis on global operations in the evolving international economic order; the north-south and south-west-east international business economic argument, regional economic integration and continental advocacy in trade and marketing. Australia in the context of Pacific Basin, EC, and Indian and Atlantic basins with market potential and opportunities within global marketing framework.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment/project/term papers, 50%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be made available.

BH067D TOURISM AND THE ENVIRONMENT
Campus City Flinders.
Prerequisite(s) Nil
Content The aim of this subject is to introduce students to legal aspects of international and domestic travel and tourism law and environmental law. Topics include: introduction to the nature of law and the varieties of domestic systems of law; contract law and its application to domestic and international travel and tourism contracts of carriage and booking conditions; comparison of common law and civil law systems including the enforcement of international conventions, laws and foreign state decrees; personal status of travellers and concepts of residency and nationality; consumer protection under the Trade Practices Act and Fair Trading Acts; and rights and obligations under The Travel Agents Act, 1986; business structures, names and protection; sources, structure and growth of environmental law; protection of the land - private rights and governmental management; protection of the atmosphere and aqueous environment - the international approach; environmental impact assessment and the development of natural resources, parks and reserves, wildfire and national estate preservation and pollution control; tourism in association with environmental protection and enforcement; domestic and international legislation regarding travel and tourism claims and global environmental protection.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two assignments each, 25%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be made available.
BHO7700 THESIS (FULL-TIME)

BHO7701 THESIS (PART-TIME)
Campus City Flinders
Prerequisite(s) Nil.
Content The thesis will report on independently conducted research which demonstrates the student's ability to clearly define a problem, and to undertake a detailed literature search and review of the relevant theoretical and practical literature on the topic area. All students who enter the program will initially discuss possible research topics with a member of staff and the Course Director. The minor thesis is to be completed by the end of six months for full-time students and twelve months for part-time students.
Required Reading To be advised by lecturer.
Class Contact Normally to be delivered as lectures and tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equals 45 credit points.
Assessment In accordance with Faculty regulations.

BHO7742 BUSINESS RESEARCH METHODS
Campus City Flinders
Prerequisite(s) Nil.
Content The subject provides a comprehensive introduction to research methodology, including the consideration of possible research topics for academic theses and applied management projects. It includes the following topics: the role of research; theory building; the research process; ethical issues; problem definition and the research proposal; exploratory research; secondary data and information systems; survey research; experimental research; measurement and scaling; attitude measurement; questionnaire design; sampling; fieldwork; editing and coding descriptive statistics; univariate statistics; multivariate analysis; and research reporting.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Class presentations, 50%; research proposal, 50%.

BHO8000 DISSERTATION (THESS)(DBA)(FULL-TIME)
BHO8011 DISSERTATION (THESS)(DBA)(PART-TIME)
Campus City Flinders
Prerequisite(s) Normally completion of the coursework component of the degree and satisfactory performance in the comprehensive exam.
Content The subject is designed to provide training and education with the objective of producing a graduate with the capacity to conduct research independently at a high level of originality and quality in the field of business. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.
Class Contact Full-time: two years; part-time: four years. Subject equal to 60 credit points.
Assessment/Assessment Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

BHO8002 PHD (RESEARCH) (FULL-TIME)
BHO8003 PHD (RESEARCH) (PART-TIME)
Campus City Flinders
Prerequisite(s) A person may be admitted to enrol by the relevant Head of School if that person has a master's degree; or a four-year bachelor's degree with honours or honours degree with a superior performance (normally first class or 2A honours level or equivalent such as a postgraduate diploma which is an extension of the discipline contained in the undergraduate qualification) of a kind and in a discipline as determined by the Head of School. Within 6 months (12 month, part-time) of enrolment the student must present a candidate proposal to the Faculty Research and Graduate Studies Committee who advise the Committee for Postgraduate Studies on the suitability of the candidate proposal. Once accepted as a candidate the student's progress is monitored twice-yearly by the Faculty Research and Graduate Studies Committee.
Content The candidate is expected to develop under supervision a thesis of original and significant content which displays a high level of research expertise. A field of study within the area of business and specific to a discipline within the Faculty must be chosen by the candidate in consultation with a supervisor. The final thesis must be an extensive exposition of original research which is well written and exposes a deep understanding and knowledge by the candidate of the field of study.
Class Contact Normally three years equivalent full-time.
Assessment In accord with those stated in the University Regulations for Research Degrees.

BHO8612 MARKETING MANAGEMENT 1
Campus City Flinders.
Prerequisite(s) Nil.
Content Following a discussion of the concept of marketing and its historical development, the subject covers key marketing areas including consumer behaviour, marketing research, market segmentation and positioning. The key decision-making areas of product strategy, pricing strategy, promotion and distribution are addressed in School. These foundations of marketing are then integrated through a discussion of strategic marketing planning. Finally, special topics including international marketing, industrial marketing and services marketing are covered briefly.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture; seminar; tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Case studies and continuous assessment, 50%; examinations, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO8613 MARKETING MANAGEMENT 2
Campus City Flinders.
Prerequisite(s) BHO8612 Marketing Management 1 (or equivalent).
Content Advanced applications of marketing management used in planning and in dealing with the relationship of marketing within the organisation and its environment. In particular, more detailed discussion of services marketing, industrial marketing and international marketing management are included.
Required Reading To be advised by lecturer.
Content The candidate is expected to complete a significant research thesis in a field of study relevant to the Faculty of Business and Law. The thesis is expected to be completed under supervision and display a high level of critical evaluation, research methodology and inScholl understanding by the candidate of the field of study.
Assessment

BH0900 RESEARCH THESIS (FULL-TIME)

BH0901 RESEARCH THESIS (PART-TIME)

Campus City Flinders
Prerequisite(s) Nil.

Content This subject will be primarily focused on the legal systems of Greater China including PRC, Hong Kong and Taiwan. Initially, this subject will be focused on the legal systems of Greater China including PRC, Hong Kong and Taiwan.

Assessment

BLB5500 COMPARATIVE LEGAL SYSTEMS

Campus City Flinders.
Prerequisite(s) Nil.

Content The first part of the course is concerned with an introduction to the major legal systems in the world. The meaning, sources, and structure of law in these legal systems, together with their reception into South and South East Asia will be dealt with in the second part. The role of the legal profession and legal education in those countries will be discussed along with other topics.


BLB5501 LEGAL RESEARCH AND WRITING

Campus City Flinders.
Prerequisite(s) Nil.

Content Students will be introduced to primary and secondary legal sources of legal research materials and the means of researching them using both paper based and electronic resources. Students will learn correct research strategies and techniques and methods of citation. Students will be introduced to a range of legal writing styles, methods of critical analysis and the presentation of legal argument.

Required Reading: Nemes, J., and Cosas, G., 1998, Effective Legal Research, Butterworths, (N e, The publication of the second edition of this text is anticipated for 2000), Sydney, Australia.

Recommended Reading: Croustig, G. and Murphy, H., 3rd edn., 2000, How to Study Business Law, Butterworths, Sydney, Australia.

Supplementary Assessment will not be available.

BLB5502 ASIAN BUSINESS LAW

Campus City Flinders.
Prerequisite(s) Nil.

Content This subject will introduce students to the sources of Asian law, the principles of Asian legal systems such as the separation of powers. Depending on the interests of the lecturer and the students the content of this subject may vary. Initially, this subject will be focused on the legal systems of Greater China including PRC, Hong Kong and Taiwan.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Two research papers and class presentations of draft papers, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5503 INTERNATIONAL TRADE LAW

Campus City Flinders.
Prerequisite(s) Nil.

Content This subject contains two parts: the first part is a general introduction to the sources of international law, the nature of international trade law and the scope of international trade law; the second part covers a number of topics focusing on the GATT and the WTO, including the functions and process of the WTO, a detailed analysis of principles in the agreements of the Uruguay Round, the international trade dispute resolution regime, and trade related aspects such as services, intellectual property, agricultural products. This second part also discusses the functions of the IMF and the World Bank.


Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment, 30%; Examination, 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject.

BLB5501 IMMIGRATION LAW AND PRACTICE
Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject will introduce students to the sources of immigration law, and introduce the structure of Australian visas and the Australian citizenship. It will focus on the migration applications. The migration agent registration scheme is also included. The administration and review of decisions on immigration applications are also key parts of this subject.
Required Reading: To be advised.
Recommended Reading: To be advised.
Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment, 25%; Examination, 75%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5502 TELECOMMUNICATIONS LAW AND POLICY
Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject aims to provide an overview and analysis of the law relating to telecommunications, broadcasting and radio communications in Australia. Principal topics include: convergence of media and the legal boundaries affecting telecommunications and services encompassing broadcasting and narrowing of the telecommunications since 1997; the liabilities of telecommunications carriers and service providers; interconnection issues; regulation of competition; control and ownership issues; the regulatory process; and the role of regulators including AUSTEL, ACCC, the ABA and SMA.
Recommended Reading: Leonard, P., Caroline N. and Henderson, A. (eds), Communication Policy in A Utrila, Butterworths looseleaf service, Sydney, Australia.
Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5503 INTERNATIONAL COMMERCIAL LAW
Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject examines a number of legal issues arising in typical international commercial transactions. Among the matters to be discussed are the Vienna Convention on International Sales, contracts for international sale of goods, carriage of goods by sea, air and land, international financing and banking (particularly letters of credit), marine insurance, foreign investment, import control, GATT and WTO, conflict of laws and the resolution of international commercial disputes.
Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Assignment, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5504 MASTERS READING COURSE
Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject will be taught as a series of seminars and discussions, each of which focuses on a particular philosophical approach to legal research. It is anticipated that guest speakers, including recent research masters of PhD graduates will explain the philosophical basis of their research or writing, and present issues for debate and analysis by students. Students will be expected to complete assigned readings prior to each seminar, and to come along prepared to engage in an informed debate.
Required Reading: To be advised.
Recommended Reading: To be allocated week by week according to topics chosen for the semester.
Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Major research assignment, 70%; Contribution to weekly class discussions and debates, 30%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5505 INTRODUCTION TO LAW AND ECONOMICS
Campus: City Flinders.
Prerequisite(s): Nil.
Content: This subject introduces the student to an interdisciplinary analysis of the law: the economic analysis of law. Principle topics include: Outline of the essential analytical framework of microeconomics. The distinction between positive and normative analysis and its significance. Survey of foundation articles and scholarship in the area of law and economics. Use of explicit and hypothetical contractual models to view the law. Application of the analysis to certain commercial aspects of contract law, tort law, property law and the law of fiduciary obligations. Consideration of the limits and critiques of law and economics.
Class Contact: Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Research paper, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BLB5510 ADVANCED CORPORATE LAW
Campus City Flinders.
Prerequisite(s) BLB5500 Corporate Corporate Law.
Content This subject will provide students with advanced knowledge of specialised areas of Australian Corporations Law. Particular attention will be given to areas of Australian insolvency law, such as voluntary administration, schemes of administration, receivership, the powers of liquidators, winding up and dissolution of companies.
Required Reading: To be advised.
Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment 1, 50%; Assignment 2, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5511 PLAIN ENGLISH AND COMMERCIAL DRAFTING
Campus City Flinders.
Prerequisite(s) Nil.
Content The course covers the principles of good legal writing. A critical appreciation of traditional legal English and its impact on comprehensibility. The consumer driven movement towards comprehensible documents. The formation of plain English guidelines. The critics of plain English. The application of plain language guidelines worldwide and the empirical evidence supporting them.
Required Reading: A Manual of Readings and Exercises to be provided.
Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment 1, 50%; Individual exercises, 25%; Group exercises, 25%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5512 ELECTRONIC COMMERCE AND THE LAW
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject aims to provide an overview and analysis of legal issues arising in the electronic commerce environment affecting businesses, consumers and regulators. Topics include: formation of contracts and the impact of legislation governing consumer protection, electronic transactions and content; security, electronic signatures, authentication and privacy questions of liability including negligence, defamation, confidentiality, and copyright in the digital environment; and jurisdictional questions.
Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 40%; Examination, 50%; Seminar participation, 10%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5520 ADVANCED LEGAL RESEARCH AND WRITING
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject provides a comprehensive introduction to research methodologies in law including the consideration of possible research topics for academic thesis dissertations. Included in the subject matter of the course are examinations of the research process, considerations of ethical issues in legal research, problem definition and the research proposal, survey research, questionnaire design, quantitative research in law, and an exploration of different research paradigms and writing styles in legal research.
Required Reading To be advised by lecturer.
Class Contact To be advised by lecturer.
Assessment Assignment 1, 50%; Assignment 2, 25%; Applied legal research assignment (can be done in group or individual mode), 35%; Research proposal, 40%. Supplementary assessment will not be available.

BLB5530 COMPARATIVE CORPORATE LAW
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject will provide students with advanced knowledge of comparative corporate law. Particular attention will be given to areas of comparison, such as corporate governance, corporate social responsibility, and corporate law in different jurisdictions.
Required Reading: To be advised.
Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 40%; Examination, 50%; Seminar participation, 10%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB5540 POSTGRADUATE LEGAL RESEARCH AND WRITING
Campus City Flinders.
Prerequisite(s) Nil.
Content Students will select a research topic and negotiate the topic, research questions and research method in consultation with an appointed supervisor. A dissertation of 30,000 words is required for the standard degree, and 25,000 words for the Honours degree.
Assessment Research proposal, 40%; research questions and method, 20%; literature review, 25%; problem definition and the research proposal, 15%
Class Contact Students are expected to meet regularly with their supervisor. Subject equal to 30 credit points.
Assessment 15,000 word Dissertation, 100%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO4511 BUSINESS LAW AND STRUCTURE (ENGINEERING AND SCIENCE SERVICE SUBJECT)
Campus Footscray Park.
Prerequisite(s) Nil.
Content The subject is designed as an introduction to the Australian legal system for students who may receive no further formal legal training. Initial lectures briefly outline the sources of law, the concept of precedent, the Commonwealth and State of
Victoria Constitutions and the judicial system. In the major portion of the subject students will learn the specialised art of legal reasoning, an analytical tool common to all branches of the law, through the study of the law of contracts. Finally, particular matters of interest to students in their roles as engineers and citizens will be dealt with, such as professional liability for negligence, purchase of real property and sale of goods.


**Class Contact** Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules: or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** The method of assessment will be announced at the commencement of the semester. Supplementary assessment will not be available.

**BLO5400 SPORT AND THE LAW (HUMAN DEVELOPMENT SERVICE SUBJECT)**

**Campus** City Flinders, Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject addresses sport policies and practices in the context of the Australian legal system and the law. An overview of the Australian legal system will be followed by an examination of a number of applied legal issues in sport which include: statutory requirements for sport and sport science institutions, injury liability, duty of care, health and safety, anti-discrimination and equal opportunity, contracts, restraint of trade and other trade practice. Consideration will also be given to the legal implications of the introduction of new communication and medical technologies in sporting organisations and practices, natural justice and sport tribunals, defamation, and contract law.


**Class Contact** Three hours per week for one semester comprising one three hour lecture seminar or equivalent. Subject equal to 15 credit points.

**Assessment**. Papers/presentations, 50%; examinations, 50%. All components of assessment must be satisfactorily completed. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLO5401 LEGAL ASPECTS OF RITES OF PASSAGE**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** Legislation and precedent, registration of births marriages and deaths, engagements (legal consequences), preparation for marriage (provisions for prenuptial education), notice regarding obligation of marriage, formalities, authorised celebrants, capacity to contract a marriage, the requirements for a valid marriage, divorce, children’s issues, private international law, death certificates.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 40%; two case studies (each 30%), 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BLO530 COMPARATIVE CORPORATE LAW

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject will examine one or more areas of commercial law from a comparative perspective. The subject will provide a focused introduction to the field of comparative law and do this by examining one or more commercial law subjects depending on the interests of the lecturer. It is expected that areas which would be suitable for comparative analysis would include the corporate laws of a number of different countries, the insolvency law of different countries as well as the contract laws of different countries.


BLO533 BUSINESS LAW

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject aims to: provide students with a working knowledge and overview of the legal system – students will understand and be able to speak, write and read in the language and technology of business law; provide students with an appreciation of contract and tort law issues – students in their working life should be able to avoid problem situations, and possibly be more aware of the need for reform in particular areas; and, to enable students to learn the techniques of finding the appropriate law when they wish to apply law to a contract problem. The subject includes: an introduction to the law, contract; statutory schemes relating to contract with particular reference to the Trades Practices Act 1974 (Cth) and to the Goods (Sales and Leases) Act 1981 (Vic); discharge of contract by different occurrences such as frustration, mutual agreement, illegality and mistake.

Required Reading: To be advised by lecturer.

Assessment: Midsemester test, 20%; essay, 20%; ; final examination, 60%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
### BLO5501 AUSTRALIAN IMMIGRATION LAW

**Campus:** City Flinders  
**Prerequisite(s):** Nil  
**Content:** This subject aims to provide participants with an understanding and a working knowledge of Australian Immigration Law, policy, practice and procedures, and to make prospective migration agents aware of the ethics and responsibilities of being a migration agent. The subject will provide students with the ability to demonstrate understanding and interpret the provisions of the Migration Act, Regulations and case law and have the capacity to solve and analyse migration problems at an advanced level.  
**Required Reading:** To be advised by lecturer.  
**Class Contact:** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
**Assessment:** Assignment 30%, Examination 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BLO5502 ADVANCED AUSTRALIAN IMMIGRATION LAW

**Campus:** City Flinders  
**Prerequisite(s):** Nil  
**Content:** This subject aims to provide students with the ability to demonstrate an ability to understand and interpret the provisions of the Migration Act, Regulations and case law and have the capacity to solve and analyse migration problems at an advanced level.  
**Required Reading:** To be advised by lecturer.  
**Class Contact:** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
**Assessment:** Assignment 30%, Examination 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BLO5503 ADMINISTRATIVE LAW AND PRACTICE

**Campus:** City Flinders  
**Prerequisite(s):** Nil  
**Content:** This subject aims to provide students with an understanding of the legislative and administrative system of government; and an appreciation of recent legislation in the field of administrative law with reference to the role of the Ombudsman, AAT Tribunals, freedom of information, and the Courts.  
**Required Reading:** To be advised by lecturer.  
**Class Contact:** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
**Assessment:** Assignment 30%, Examination 70%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

### BLO5504 REFUGEE LAW AND PRACTICE

**Campus:** City Flinders  
**Prerequisite(s):** Nil  
**Content:** The subject aims to provide participants with an understanding and a working knowledge of Australian Refugee Law and Practice. Topics include: the international context; Australian refugee legislation (historical/present); the United Nations Convention and Protocol relating to the status of refugees; primary application; the Refugee Review Tribunal; Judicial Review; and an appreciation of recent legislation in the field of administrative law with reference to the role of the Ombudsman, AAT Tribunals, freedom of information, and the Courts.  
**Required Reading:** To be advised.  
**Class Contact:** Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
**Assessment:** Open book examination, 100%.

### BLO5577 INTERNATIONAL TAXATION

**Campus:** City Flinders  
**Prerequisite(s):** Nil.
Content

The subject aims to provide the students with a proper understanding of the special features of Australian Taxation Law and practice associated with the derivation of income and capital gains in an international context, particularly in view of the accrual system of taxing foreign sourced income. This subject includes the following topics: Overviews: The fundamental concepts, and the basis of levying Australian tax on international transactions; problems of classifying residence and source; The common law approach; statutory rules concerning residence and source; allocation of income and expenses between Australia and foreign countries, deemed derivation from a source in Australia problems of double taxation, introduction to the International Taxation Treaty system, examination of the OECD Model Convention, examination and comparison of selected treaties and consideration of treaty shopping; the accrued system of taxing foreign accrued income; Australian taxation of foreign source income; Australian taxation of non-residents’ Australian accrued income; aspects of international transactions; division 13 of the Income Tax Assessment Act, transfer pricing: measures to combat international tax avoidance, statutory solutions, exchange of information under the Income Tax Assessment Act and Treaties; practical exercises in international tax planning.

Required Reading

To be advised by lecturer.

Class Contact

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment

Research paper and presentation, 70%; final examination, 30%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
superior performance (normally first class or 2A honours level or equivalent, such as postgraduate diploma which is an extension of the discipline contained in the undergraduate qualification) of a kind and in a discipline as determined by the Faculty of Business and Law Director of Research and Graduate Studies, or qualified for entry into the University's master by thesis program, duly enrolled and shown exceptional ability in the conduct of the first stages of the project which is clearly capable of being extended to PhD level. In such cases a master's candidate may transfer into a PhD program provided that the Committee approves a recommendation of the Faculty of Business and Law Research and Graduate Studies Committee to that effect. The proposal or continued project must be a significant one, expected to produce an original contribution to the particular discipline, equally comparable with an original PhD proposal – not an hypothesis extended beyond a master by thesis by time and/or addition work. Proposal for redetermination of a program should not be considered before some reasonably definable point of progress of a master by thesis program has been reached; or an alternative and exceptional background together with an unqualified recommendation from the Faculty of Business and Law Research and Graduate Studies Committee which justifies special consideration by the Committee. For admission to a PhD program a student must provide evidence of a background in research methodology.

Content
The subject aims to provide students with an understanding of generic management knowledge, competencies and skills required to administer artistic, sporting, cultural, promotional, special interest, industry, educative and entertainment events. It also assists students to gain and use specific competencies, skills and techniques, which ensure the achievement of successful events. The subject content includes types and significance of special events; trends regarding events - local, national and international; procedures and issues in event management; attributes of event managers; the challenges and risks of managing a large scale event; human resource issues in running events; win/win negotiations and compromise; lobbying and motivating key people; team formation and staff motivation; venue management; contingency and crisis management; planning for security and emergencies; social and environmental impacts of events.

Required Reading
Spatial Event Management Workbook (normally available from the Bookshop).

Recommended Reading

Classification
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment
Report: review of a special event, 20%; submission of review questions, 10%; field research essay, 25%; product launch report 25%; launch presentation 25%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO535H ARTIST MANAGEMENT AND INTERNATIONAL TOURING

Campus City Flinders.

Prerequisite(s) Nil.

Content
This subject examines artist management in an international context and explores the international live music market and the conceptualisation, implementation and promotion of an international tour. Topics include: the artist-manager relationship, negotiating with record companies and music publishers, financing an international tour, regulatory requirements, international promotion, conventions and festivals, the role of booking agents and promoters, legal and insurance aspects, venue management, including security, insurance and labour relations.

Required Reading
To be advised by the lecturer.

Class Contact Equivalent to thirty nine hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

Assessment: Case Study/Assignments, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BMO5320 ORGANISATION ANALYSIS AND BEHAVIOUR**

Campus City Flinders.

**Prerequisite(s)** Nil.

**Content** The aims of this subject are: to offer methods of analysing organisations and understanding the managerial issues that they present; to focus directly on both management and leadership while providing a clear synthesis and integration of current thought on major organisation theory; to develop students' investigative and interpretative skills as they relate to the analysis of organisations; and to further develop their managerial skills and competencies. The subject includes the following themes: overview of organisation analysis and managerial effectiveness; criteria for effective approaches to diagnosis and action in organisations; focus on the impact between organisations and organisation behaviour; develop interpersonal skills which would facilitate organisation growth and secure a more motivated and committed work force; identify how leaders can expand their options to enhance their effectiveness; distinguish between constructive and destructive political dynamics; and the design, implementation and evaluation of organisation change.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment** Assignments, 50%; case studies, 30%; examination, 25%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BMO5321 HR/ HUMAN RESOURCES AND EMPLOYEE RELATIONS**

Campus City Flinders.

**Prerequisite(s)** Nil.

**Content** The aims of this subject are: to provide managers with a knowledge of key human resource and employee relations issues, and to examine the strategic function of Human Resource Management in organisational effectiveness. This subject includes the following topics: the development of human resource management, emphasising HRM as a strategic tool; human resource planning, job analysis, staff selection, performance management, human resource development, rewards management, the industrial relations framework, occupational health and safety, measuring human resource management performance of international human resource management.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equivalent to 15 credit points.

**Assessment** Assignments, 50%; case studies, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Assessment Assignments; 50%; case studies; 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5573 CHANGE EVALUATION FOR BUSINESS EXCELLENCE
Campus City Flinders
Prerequisite(s) BMO5520 Organisation Analysis and Behaviour
Content This subject aims to develop students' ability to critically evaluate HRD systems for effectiveness and efficiency and to develop their competencies and skills to match HRD techniques, methods and technology to the learning styles of an audience so as to maximise learning transfer. It also aims to enable students to determine and evaluate the process and outcomes of HRD so as to demonstrate its usefulness to an organisation. Topics will include models of HRD evaluation, appropriate methods and technology in HRD and evaluation, learning styles, performance indicators, and utility analysis.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Individual presentation, 15%; group assignment (3000 words), 40%; individual assignment (2500 words), 45%; Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5535 INTERNATIONAL EMPLOYEE RELATIONS
Campus City Flinders
Prerequisite(s) Nil.
Content The subject is designed to develop an understanding of and the capacity to influence the management of employee relations and human resource management in the global economy. Students will be made aware of contemporary international theoretical and practical developments in the management of human resources.
Topics include global-local strategic decision-making, convergence theories and the influence of multinational corporations on foreign employment practices, cultural considerations and managing cultural diversity, managing expatriate relations, the interrelationship between international agreements/labour standards and employment policies and practices; and emerging issues and trends in the internationalisation of human resource management.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Research essay 30%; case study 30%; test 40%; Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5537 TOPICS IN EMPLOYEE RELATIONS MANAGEMENT
Campus City Flinders
Prerequisite(s) Nil.
Content The subject aims to provide students with an opportunity to study in School, issues of contemporary importance in industrial relations. On completion of the subject, students should be able to critically examine issues and identify their impact on industrial relations and examine the change process as well as understanding the options for dealing with change. It will include topics such as new technology, industrial democracy, women and the labour market, occupational health and safety and contemporary reforms to organisations.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Two class papers, 50%; research essay, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5544 INDUSTRIAL RELATIONS
Campus City Flinders
Prerequisite(s) Nil.
Content The aim of this subject is to provide students with an understanding of the nature of industrial relations in Australia and the interface between industrial relations institutions, workplaces and employment outcomes. Topics include exploring the causes and management of industrial conflict; employment regulation in Australia, management employee relations strategies, the role of unions and governments; industrial tribunals; and enterprise bargaining.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Industrial Report, 20%; Seminar Paper, 40%; Research Paper, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5547 EMPLOYEE DEVELOPMENT AND CHANGE
Campus City Flinders
Prerequisite(s) Nil.
Content The aims of this subject are to enhance students' understanding of the influence of external and internal organisational environments in shaping training and development strategies; and to assist students to take a proactive approach to the training and development function. This subject includes the following topics: The content of training and development in Australia – historical, legal, socio-cultural, economic, political and technological; the influence of peak bodies in the shaping of training strategies; the role of training and development in organisations in Australia and its principal trading partners; successful Australian and overseas examples; the strategic planning approach to training within organisations; training needs assessment; critical analysis of methods of training needs analysis;
comprehensive occupational data analysis programs; training needs analysis and its role in fostering an organisational learning culture.

The role of training in organisational development, and learning and behaviour at the individual and/or organisational level.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Assignments, 50%; case studies, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO558 NEGOTIATION AND ADVOCACY

Campus: City Flinders

Prerequisite(s) Nil.

Content
The subject aims to provide students with an opportunity of applying theory and techniques to the resolution of industrial relations problems; to give students an opportunity to demonstrate and develop skill competencies in industrial relations; and to raise the awareness of students about the environmental constraints in which industrial relations processes take place and the skills needed for the processes to be effective.

Required Reading
To be advised by lecturer.

Recommended Reading
To be advised by lecturer.

Class Contact
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
A program of continuous assessment based on the preparation and presentation of case studies. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO558 EMPLOYEE RELATIONS STRATEGIES

Campus: City Flinders

Prerequisite(s) Nil.

Content
The subject aims to provide students with an opportunity of applying theory and techniques to the resolution of industrial relations problems; to give students an opportunity to demonstrate and develop skill competencies in industrial relations; and to raise the awareness of students about the environmental constraints in which industrial relations processes take place and the skills needed for the processes to be effective.

Required Reading
To be advised by lecturer.

Recommended Reading

Class Contact
Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Assignments, 35%: case studies, 30%; seminar, tutorial and/or workshop, 35%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points. Assessment Assignment, 25%; group presentation, 25%; review report, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM0564 HUMAN RESOURCE MANAGEMENT

Campus City Flinders

Prerequisite(s) BM0520 Organisation Analysis and Behaviour

Content This subject aims to explore concepts and principles drawn from the literature concerning the management of human resources; review practices of effective human resource management and appreciate the implications of recent relevant Victorian and Federal Government legislation for employment practices; enhance knowledge, personal skills and competencies which contribute to the effective management of human resources. On completion of the subject students should be able to appreciate duality of staff and line management responsibility for the management of human resources; recognise the strategic advantages attainable from effective human resource management planning and implementation techniques; understand the application of systems models to human resource management functions; recognise the important change in role of the Human Resource Manager brought about by the application of computer systems to the human resource functions; apply principles in the area of human resource practices and appreciate legislative requirements.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points. Assessment Review report, 40%; presentation, 10%; case studies, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM0566 HUMAN RESOURCE INFORMATION SYSTEMS

Campus City Flinders

Prerequisite(s) BM0530 Organisation Analysis and Behaviour

Content This subject aims to investigate factors associated with the analysis design and implementation of Human Resource Information Systems (HRISs). The subject covers issues in need of analysis, user requirements, system selection and practical use of HRIS software that students are likely to encounter in a typical business organisation. It also includes a study of the change management issues associated with HRIS implementation and the development of HRIS software for strategic purposes.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points. Assessment Assignments, 50%; case studies, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM0566 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject aims to investigate factors associated with the management of human resources; review practices of effective human resources management and appreciate the implications of recent relevant Victorian and Federal Government legislation for employment practices; enhance knowledge, personal skills and competencies which contribute to the effective management of human resources. On completion of the subject students should be able to appreciate duality of staff and line management responsibility for the management of human resources; recognise the strategic advantages attainable from effective human resource management planning and implementation techniques; understand the application of systems models to human resource management functions; recognise the important change in role of the Human Resource Manager brought about by the application of computer systems to the human resource functions; apply principles in the area of human resource practices and appreciate legislative requirements.


Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points. Assessment Research paper, 40%; case study, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM0567 MANAGING WORKPLACE CONFLICT

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject aims to provide students with an understanding of the nature of workplace conflict; explore the processes for the resolution of conflict at workplace level; and develop knowledge and skills necessary for the effective processing of conflict.

Required Reading To be advised by lecturer.

Recommended Reading A manuscript of readings prepared for the subject and available for purchase through the University Bookshop.

Class Contact Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points. Assessment Tutorial paper, 30%; report, 20%; class presentation, 20%; research essay, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BM0568 TEAMWORKING

Campus City Flinders.

Prerequisite(s) Nil.
Content: This subject aims to develop students’ ability to critically evaluate HRD systems for effectiveness and efficiency, and to develop their competencies and skills to match HRD techniques, methods and technology to the learning styles of an audience so as to maximise learning transfer. It also aims to enable students to determine and evaluate the process and outcomes of HRD so as to demonstrate its usefulness to an organisation. Topics will include models of HRD evaluation, appropriate methods and technology in HRD and evaluation, learning styles, performance indicators, and utility analysis.


Assessment: Individual presentation, 15%; group assignment (3000 words), 40%; individual assignment (2500 words), 45%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
Content
The aim of this subject is to study the planning, control and operation of manufacturing and service businesses with particular reference to the use of computer based information systems. Topics include: materials requirement planning, enterprise resource planning systems, bills of materials, job routing, bills of manufacture, operation of the manufacturing and service business system, sales and operations planning and scheduling techniques, developments in Electronic Data Interchange (EDI) and also introduced.

Required

Recommended Reading

Class Contact
Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Research and Application Reports, 60%; seminar, 20%; computer assignment, 20%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5577 COMPETITIVE INNOVATION MANAGEMENT

Campus
City Flinders

Prerequisite(s)
Nil.

Content
The subject aims to educate managers in the concepts, tools and techniques of radical and competitive innovation management, including the value and applicability of these concepts, tools and techniques to particular organisation and industry contexts; and develop knowledge, educate managers in the concepts, tools and techniques of radical and competitive innovation management; critically assess the value and applicability of these concepts, tools and techniques to particular organisation and industry contexts; and develop knowledge, personal skills and competencies in the application of the above approaches. This subject includes the following topics:

- Radical/competitive innovation, key concepts, tools and techniques used in industry, within Australia and internationally, to identify opportunities for radical/competitive innovation; developing and retaining a radical innovation capability; planning for and implementing a program to achieve radical/competitive innovation; major barriers to radical/competitive innovation and some ways these barriers can be overcome.

- Required Reading
  - Recommended Reading

Class Contact
Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Assignments, 70%; case studies, 30%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5588 INDUSTRIAL RELATIONS FOR MUNICIPAL ENGINEERS (ENGINEERING SERVICE SUBJECT)

Campus
City Flinders

Prerequisite(s)
Nil.

Content
An introduction to industrial relations and a study of policy questions and techniques associated with the practice of industrial relations, specifically in the area of local government. Topics covered include the industrial relations framework, the parties to industrial relations, negotiation principals, conflict resolution, industrial awards, legal aspects of employment and contemporary industrial relations issues.

Required Reading
To be advised by lecturer.

Class Contact
Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Essay, 30%; class assignments, 70%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5589 INDUSTRIAL RELATIONS AND THE BUILDING INDUSTRY (ENGINEERING SERVICE SUBJECT)

Campus
City Flinders

Prerequisite(s)
Nil.

Content
An introduction to industrial relations and a study of policy questions and techniques associated with the practice of industrial relations, specifically in the building industry. Topics covered include the industrial relations framework, the parties to industrial relations, negotiation principals, conflict resolution, industrial awards, legal aspects of employment and contemporary industrial relations issues.

Required Reading

Class Contact
Equivalent to 30 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Essay, 30%; class assignment and test 70%. Students must satisfactorily complete each component of the assessment to...
gain a pass in the subject Supplementary assessment will not be available.

**BMO5600 MANAGEMENT IN THE ASIA-PACIFIC REGION**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject provides an analysis of the differences in management styles and strategies encountered when doing business in Southeast Asia and Northeast Asia or in dealing with managers of firms based in these regions. The subject draws particular attention to regulatory regimes and relations between business and government in countries to Australia's North. These themes have become the subject of numerous reports by Australian government Schools, by consultants and international bans and organizations. Familiarly with the issues emerging in this literature will be valuable to MIBAs employed in either a business or a governmental context. The subject aims to add to students' ability to anticipate and adapt to changes in Australia's international economic environment. Themes include: country profiles; management styles; working with governments; investors and lenders; multinationals in the region; industrial relations; customers and clients; suppliers and distributors; international rules, regulations and organisations; community groups and environmental concerns; values and ethics in Asian management – Confucian, Buddhist, Islamic and other cultural influences; public and private sector relations.

**Required Reading** Corbett, D.C., Managing in Austrailia's Region, draft VUT.

**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Literature review and report, 20%; syndicate project, 30%; examination, 50%. Students must satisfactorily complete each component of the assessment satisfactorily to pass. Supplementary assessment will not be available.

**BMO5601 PROJECT MANAGEMENT**

**Campus** City Flinders, Footscray Park

**Prerequisite(s)** Nil.

**Content** This subject aims to develop the technical, organisational and personal skills needed to manage complex projects in unstable, changeable environments. The emphasis is on achieving objectives while coping with the unexpected. Students will gain an understanding of how project management tools enable successful project teams to unlock group creativity and productivity by knowing how to set goals; plan and monitor progress towards these goals; sustain high performance; negotiate up, down and across their organisations; put together a compelling project presentations; manage risks; create change; and finally, share authority and leadership. Topics include: integration of project management with organisational strategy; project management structures, leadership and team selection and building; project negotiation and conflict management, project initiation, project management tools and techniques, resource scheduling and risk assessment, progress and performance measurement, and evaluation, project audit and closure.

**Required Reading** Gioia, J. and Clements, J.P. 1990, Successful project management, Cincinnati, South Western College Pub.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 50%; case studies, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BMO5601 OPERATIONS AND SERVICE MANAGEMENT**

**Campus** City Flinders, Footscray Park

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to provide students with the concepts and practical elements of a business production system which makes and distributes goods and services to customers. Students will gain an understanding of the concept of service design; understanding of various manufacturing and supply chain policies; design transformation processes; investigate and analyse practical manufacturing and service management situations, and better understand service management as the conversion of resources; human effort and goods to achieve profitable and quality outcomes.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BMO5650 MANAGING ORGANISATION KNOWLEDGE**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** This subject aims to develop understanding and knowledge of the concepts of the knowledge era and of supporting technologies for knowledge creation and sharing. Topics covered include the knowledge era, an understanding of the terms used in discussions of knowledge, information, data, tacit and explicit knowledge: the nature of knowledge, the role of knowledge, an understanding of the theory and practice of knowledge management; knowledge sharing: intellectual capital and collaborative intelligence; knowledge management strategies; knowledge measurement and evaluation; an understanding of the need to leverage knowledge for business success and the links between knowledge, learning and organisational change.


**Class Contact** Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 50%; case studies, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BMO5653 STRATEGIC INFORMATION MANAGEMENT**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** This subject aims to develop: understanding and knowledge of information management principles and practice;
the value of information; current procedures and issues relating to the management and organisation of information; the relationship between organisation size and structure and information requirements. The topics covered will include strategic information management and its role in adding value and increasing competitive advantage; the role of organisational size and structure in determining information management technology requirements; the role of senior information managers.

**Required Reading**


**Recommended Reading**


**Class Contact**

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignments, 60%; case studies, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5606 WORK AND ORGANISATION SYSTEMS**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** This subject examines the major issues that managers need to understand and respond to in the context of significant changes in the world economy. These developments necessitate a rethinking of management, and they pose major challenges to conventional ideas of management. Such issues are considered in terms of the interaction between people and the organisational context within which they work. The subject emphasizes two approaches. First, to gain knowledge and understanding of management and what it is and, in the process, learn how to be a more effective manager. Fundamental concepts about organisations, individuals and groups in relation to management are themes included. Second, because reflective practice is at the heart of critical thinking, students will be asked to take a critical approach to their own practice, and the context in which they work.

**Required Reading**

To be advised by lecturer.

**Recommended Reading**


**Class Contact**

Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignments, 60%; case studies, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
and union restructure, the function of internal labour markets and their relationship with payment systems and skill formation, occupational health and safety and workplace reform and negotiation skills.

**Required Reading**: To be advised by lecturer.

**Class Contact**: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**: Research essay, 50%; examination, 50%. Supplementary assessment will not be available. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment.

**BMO6508 OPERATIONS MANAGEMENT**

**Campus**: City Flinders, Kuala Lumpur, Singapore, China, Bangladesh.

**Prerequisite(s)**: Nil.

**Content**: The subject prepares students to manage manufacturing and service areas which they will encounter in their careers. Operations management is a blend of the concepts required to understand and control each function and of the analysis required to plan and measure production achievements. Factory visits and inputs from class members will constitute part of this subject.


**Class Contact**: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**: Presentation of plant tours, 15%; essay, 20%; operations calculations, 15%; examination, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be available.

**BMO6591 LEADERSHIP AND CORPORATE GOVERNANCE**

**Campus**: City Flinders.

**Prerequisite(s)**: BMO6506 Work and Organisation Systems.

**Content**: The subject aims are to develop the knowledge, personal skills and competencies to effectively lead their organisations; manage the roles and responsibilities of members of the Boards and as senior executives of government or private sector organisations; and make corporate decisions based on ethical principles and social responsibility.


**Class Contact**: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**: Presentation of plant tours, 15%; essay, 20%; operations calculations, 15%; examination, 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment. Supplementary assessment will not be available.

**BMO6512 INTERNATIONAL POLICY STUDIES**

**Campus**: City Flinders.

**Prerequisite(s)**: BMO6506 Work and Organisation Systems.

**Content**: The subject aims to develop and use conceptual frameworks for the comparative analysis of public policy making; to determine recent developments in the study of policy analysis and the processes of policy formulation, implementation and evaluation; and to study major issues central to global policy.

**Required Reading**: To be advised by lecturer.

**Class Contact**: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**: Essay, 15%; Assignment, 35%; Case Study and Presentation, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Essay, 15%; Assignments, 35%; Case Study and structure; and innovators in action.

It is imperative that managers have an understanding of international business environments, and the skills and competencies to apply this knowledge effectively. The aims of this subject are: to provide an in-depth study of the concepts of international business environment; managing resources in the international context; and to study and to consider contemporary issues in International management that illustrate the unique challenges faced by managers in the international business environment. Moreover, to cover a range of international issues from a global perspective by focusing on cultural dimensions and the key concepts to multinational and global corporations. Topics to be covered include: The international business environment; managing resources in the international context; and managing international business operations.

Required Reading: To be advised by the lecturer.


Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Case study 40%; case study presentation 10%; final examination 50%. In order to be awarded a pass in this subject, students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO6622 MANAGING INNOVATION AND ENTREPRENEURSHIP

Campus: City Flinders.
Prerequisite(s): BMO6506 Work and Organisations Systems.

Content: The aim of this subject is to develop an understanding of the concepts of innovation and entrepreneurship and the skills and competencies to apply this knowledge effectively. The aims of this subject are: to provide an in-depth study of the concepts of innovation, entrepreneurship and an appreciation of the environment in which they are practiced, and to study and to apply the theory and practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition: the innovation, entrepreneurial and the innovation process; new venture ideas, opportunity recognition and screening; market opportunities: the market-how and how to analyse it; determining the competitive advantage; human resource issues: the new venture team; identifying and structuring the proposition; ownership and structure and innovators in action.

Required Reading: To be advised by the lecturer.

Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Case Study 20%; Business planning assignment 40%; Presentation 10%, Sighted examination 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO6623 STRATEGIC ANALYSIS AND DECISION MAKING

Campus: City Flinders.
Prerequisite(s): BMO5520 Organisation Analysis and Behaviour or equivalent subject.

Content: This subject is designed to develop each participant's knowledge, skills and competencies in identifying organisational strengths and weaknesses and opportunities and threats in national and international contexts. On completion of this subject, it is expected that students will be able to undertake environmental analyses, complete an internal analysis of an organisation, apply various models and techniques for generating strategic alternatives, implementing strategies and their evaluation and develop a strategic plan for an organisation.

Required Reading: To be advised by the lecturer.

Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignments, 50%; open book examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO6624 ORGANISATION CHANGE MANAGEMENT

Campus: City Flinders.
Prerequisite(s): BMO5520 Organisation Analysis and Behaviour or equivalent subject.

Content: This subject aims to enhance students' knowledge and understanding of organisational design, organisational change processes and organisational development and change and to advance students' skills and competencies in the diagnostic processes for assessing the need for change and the development, implementation and evaluation of change strategies at all organisational levels. The themes covered will include: An introduction to organisational development and change and different types and philosophies of change; managing change in the contexts of organisational culture, politics, gender and leadership; managing incremental change and the development of intervention change strategies at all organisational levels; the organisational change agent and the diagnostic process; managing discontinuous change; learning environments; systems thinking and change in organisation.

Required Reading: To be advised by lecturer.


Class Contact: Equivalent to 39 hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Personal journal, 10%; Literature review, 30%; presentation, 20%; case study 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO6630 BUSINESS RESEARCH METHODS

Campus: City Flinders.
Prerequisite(s): Nil.

Content: The aims of this subject are to: introduce students to the processes and principles used in planning, conducting, reporting
and reviewing research in a business context; and to develop competencies required for conducting research. Topics include reviewing the literature; defining the research problem; research ethics; survey design, data collection, measurement and analysis; focus groups and case study analysis; and multimethod analysis.


**Prerequisite(s)** Business and Law Research and Graduate Studies Committee to the effect.

**Content** The proposal or continuing project must be a significant one, normally at least equivalent to 39 hours per semester, normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law Subject equal to 15 credit points.

**Assessment** Book review 40%; Literature search and review, 30%; presentation of research proposal, 20%; research proposal, 50%. Students must complete each part of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.

**BMO8000 DISSERTATION (THESIS) (DBA) (FULL TIME)**

**BMO8001 DISSERTATION (THESIS) (DBA) (PART-TIME)**

**Campus** City Flinders

**Prerequisite(s)** A person may be admitted to the degree of Doctor of Philosophy in Business who is recommended by the Faculty of Business and Law Research and Graduate Studies Committee providing that the individual has a master's degree or a four-year bachelor's degree with honour or honours degree with a superior performance (normally first class or 2A honours level or equivalent, such as a postgraduate diploma which is an extension of the discipline contained in the undergraduate qualification) of a kind and in a discipline as determined by the School and Faculty of Management. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

**Class Contact** Full-time, two years; part-time, four years. Subject equal to 60 credit points.

**Requirements/ Assessment** Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

**BMO8002 PHD (RESEARCH) (FULL TIME)**

**BMO8003 PHD (RESEARCH) (PART-TIME)**

**Campus** City Flinders

**Prerequisite(s)** A person may be admitted to the degree of Doctor of Philosophy in Business who is recommended by the Faculty of Business and Law Research and Graduate Studies Committee providing that the individual has a master's degree or a four-year bachelor's degree with honour or honours degree with a superior performance (normally first class or 2A honours level or equivalent, such as a postgraduate diploma which is an extension of the discipline contained in the undergraduate qualification) of a kind and in a discipline as determined by the School and Faculty of Management. Students should uncover new knowledge either by the discovery of new facts, the formulation of theories or the innovative reinterpretation of known data and established ideas. The final thesis is expected to be well-written and to reveal an independence of thought and approach, a deep knowledge of the field of study and to have made a significant original contribution to knowledge.

**Class Contact** Full-time, two years; part-time, four years. Subject equal to 60 credit points.

**Requirements/ Assessment** Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.
knowledge of the field of study and to have made a significant
original contribution to knowledge.

Class Contact Normally three (3) years full-time or part-time
equivalent. Subject equal to 60 credit points.

Requirements/Assessment Requirements and assessment will be
in accord with those stated in Research Degrees: Administrative

BM08607 BEHAVIOURAL SCIENCE 1

Campus City Flinders.
Prerequisite(s) BM0606 Work and Organisation Systems (or
equivalent).
Content An overview of organisation theory such as
organisational structure, effectiveness, strategies. Systems approach
to the study of organisations. Organisation cultures and change.
Organisational designs and organisational environments.
Required Reading To be advised by lecturer.
Recommended Reading Senge, P.M. 1995, The Fifth Discipline,
Random House, Sydney. Limerick, D & Cunnington, B. 1995,
Managing the New Organisation, Business and Professional Publishing,
No. 1, Research and Graduate Studies, Victoria University of
Technology, City Flinders Campus, Melbourne.
Class Contact Equivalent to 39 hours per semester normally to be
delivered as a combination of lecture, seminar, tutorial and/or
workshop or a delivery mode as approved by the Faculty of
Business and Law. Subject equal to 15 credit points.
Assessment Case studies and continuous assessment, 50%;
examinations, 50%.

BM08608 BEHAVIOURAL SCIENCE 2

Campus City Flinders.
Prerequisite(s) BM08607 Behavioural Science 1 (or equivalent).
Content Strategic planning; corporate ethos and objectives.
Environmental analysis, corporate appraisal, alternative strategies
and strategic choice. The decision making process, decision
environments, risk and uncertainty. Principles of entrepreneurship
and innovation.
Required Reading To be advised by lecturer.
Recommended Reading Thompson, A.A. & Strickland, A.Y.
1996, Strategic Management: Concepts and Cases, Irwin, Chicago. Hamel,
School, Boston.
Class Contact Normally to be delivered as lectures and tutorials,
workshops or modules; or a delivery mode as approved by the
Faculty of Business and Law. Subject equal to 7.5 credit points.
Assessment Case studies and continuous assessment, 50%;
examinations, 50%.

BM09800 RESEARCH THESIS (FULL-TIME)

BM09801 RESEARCH THESIS (PART-TIME)

Campus City Flinders.
Co-requisite(s) BM06630 Business Research Methods.
Preparation towards the submission of a thesis required for the
completion of a research degree. Students enrol in the same subject
for the duration of the course. Subject equal to 60 credit points.
Recognition of Learning - Pathways, Credit Transfer and RPL

Victoria University recognises that valuable learning takes place outside the university through:

- study towards formally recognised qualifications (either fully or partially completed) such as a degree, diploma, or certificate (this is referred to as credentialled study);
- short courses, offered by professional bodies, voluntary associations, workplaces, trade unions, government agencies and/or community groups, that do not lead to formal qualifications (or non-credentialled learning);
- work experience; and
- life experience.

Students are encouraged to think broadly about their experiences. In addition to providing entry into a course, students' prior learning may enable them to be granted exemptions/credits for subjects within that course.

Victoria University of Technology has established the following processes (see diagram below) to facilitate the recognition of learning achieved outside the University.

By recognising students' past experiences and achievements, the University ensures that students do not have to repeat the skills and knowledge they have already achieved.

In this way students are able to shorten the length of their course, saving time and money. They study at the appropriate level, are encouraged to continue their education, and achieve their educational goals with maximum efficiency.

![Diagram showing the recognition processes]
Pathways

Standardised pathways are formally approved links between courses in different sectors or within the same sector. They may move from:
- secondary schools to TAFE;
- TAFE to TAFE;
- TAFE to higher education;
- higher education to TAFE;
- higher education to higher education;
- workplace to TAFE or higher education;
- private training organisation to TAFE or higher education.

These pathways may involve:
- Credit/exemptions – for example students who have completed the Advanced Diploma of Business (Accounting) will receive credit for twelve subjects in the Bachelor of Business (Accounting), if they gain entry into that degree course;
- Entry only – for example students who have successfully completed Science for Nurses (Gateway to Nursing and the Health Sciences) automatically gain entry into the Certificate IV in Health (Nursing).

Pathways may also link courses in the same or different disciplines.
- Students who meet the conditions specified in the pathway will be automatically granted the benefits specified in the pathways (entry or credit).
- Students who have not completed their initial course may still obtain credit in recognition of the subjects/modules successfully completed.

‘Articulation’ describe the links or pathways between courses. Students who take advantage of pathways are sometimes called articulating students.

Victoria University is widely recognised as a national leader in developing credit transfer arrangements for students, particularly between the TAFE and higher education sectors.

Applications

Students should provide details of any prior study when they:
- apply to enter a course;
- are interviewed in the Centre for Commencing Students; or
- enrol.

Students eligible for entry or credit on the basis of a formally approved pathway will be identified at the time of enrolment. Any credit may be granted at the time of enrolment.

Credit Transfer

Where there are no formally approved pathways, applications for credit transfer may be considered on a case by case basis.

Applications

Students applying for Credit Transfer should approach their Faculty or Department Office for further information and an application form. Forms are also available from the Centre for Commencing Students and Student Administration. It is advisable for students to discuss their applications with their teacher/lecturer before submission.

The University will endeavour to process credit transfer applications as soon as possible. Processing time depends on the complexity of the application but should take no more than two weeks.

Articulation and Credit Transfer Policy

The University has an Undergraduate Articulation and Credit Transfer policy that is being revised at this time. The essence of the policy is that the University will consider granting the highest level of credit consistent with a student's previous studies and their chance of success in a course of study.

Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) is an assessment process whereby the learning that students have achieved through non-credentialled study and life/work experience is matched against the learning which would be covered in specific subjects/modules/competencies.

Applications

Students who believe that they are eligible for RPL are advised to begin the application as soon as they are enrolled. Students applying for RPL should approach their Faculty or Department Office for further information and an application form. Forms are also available from the Centre for Commencing Students and Student Administration. It is advisable for students to discuss their application with their teacher/lecturer before it is submitted.

The University will endeavour to process RPL applications as soon as possible. Processing time depends on the complexity of the application but should take no more than four weeks.

Fees

TAFE applicants will be notified of any fees when they collect their application form. In higher education there are no RPL application or assessment fees.

Notification

Applicants will receive in writing the results of their application for credit on the basis of a formal pathway, an individual credit transfer application, or RPL assessment.

Right of Appeal

Applicants who are either denied credit or who wish to challenge the amount of credit granted on the basis of a formal pathway, a credit transfer application, or RPL assessment may request further consideration. Such appeals must be lodged with the Faculty Office or the Department of Student Affairs within 10 working days of the date the notification letter was issued.
Selection Criteria for Articulating Students - Faculty of Business and Law

This section deals with TAFE to higher education and higher education to TAFE articulation for courses within the Faculty of Business and Law at Victoria University of Technology.

The Faculty of Business and Law at Victoria University of Technology is active in the provision of articulation pathways for students entering the Bachelor of Business program from a TAFE background. When selecting articulating students, the Faculty of Business and Law takes into consideration the following criteria:

- relevant post-secondary qualifications: passes in all subjects relevant to exemptions are required, students are selected on merit, and students are encouraged to complete the relevant TAFE course and supply appropriate documentation;
- work experience relevant to the field of study; and
- regionality.

How to Apply for Courses

Prospective articulating students already enrolled at Victoria University of Technology who wish to apply for all undergraduate courses offered by the Faculty of Business and Law will need to lodge a 'Course Transfer Application' form with the Faculty of Business and Law Office.

Prospective articulating students from other post-secondary institutions who wish to apply for all undergraduate courses offered by the Faculty of Business and Law will need to complete an application through the Victorian Tertiary Admissions Centre (VTAC) by September each year.

Prospective articulating students for TAFE courses need to submit an application directly to the TAFE Division of the University.

Admission, Enrolment and Academic Procedures and Regulations

Admission and Selection

The University is committed to achieving access, equity and excellence in tertiary education. Accordingly the University has adopted flexible admission and selection policies that take account of the wide range of educational backgrounds and experience of prospective students.

General

The primary objective of the University's admission and selection policies is to ensure that students selected for admission to courses are capable of successfully completing the course in which they are to be offered a place. In considering students for admission there shall be no discrimination on the grounds of gender, sexual preference, marital status, pregnancy, race, political beliefs, religion, physical attributes, socio-economic status, language or age.

The University has, however, developed targeted programs designed to ensure a broader representation of students from currently under-represented groups in tertiary education (e.g. women, Aborigines and Torres Strait Islanders).

Admission to the University is conducted within a framework of minimum entry requirements coupled with selection criteria that relate to the demands that each course will place upon students. In addition, the University has a policy of giving special consideration to applicants who live in the western metropolitan region of Melbourne for courses that are not unique to the University.

The selection criteria for each course are reviewed each year and are finally determined annually by the Council of the University on the
recommendation of the Academic Board or the Board of Technical and Further Education as appropriate. The selection criteria for each course, including specific prerequisites for admission, are included with the detailed descriptions of each course which appear in the relevant Faculty and TAFE Handbooks. Generally, selection is based on academic merit and by the selection authority's assessment of the relative likelihood of applicants to successfully complete the course to which they have applied for admission. The main criterion for selection to Degree and Diploma courses is the applicant's performance in Year 12 studies unless other factors are relevant.

Such other factors may include:
- the results of any interviews, auditions, tests or other assessment procedures determined by the particular course selection authorities;
- any illness, or serious hardship as a result of which, in the opinion of
- the selection authorities, the studies or performance of an applicant
- have been adversely affected;
- the presentation and depth of relevant supporting material as
- determined by the particular course selection authorities;
- the life experiences of the applicant; and
- previous study at tertiary level.

Intending applicants for places in University courses can obtain more detailed information about selection criteria and selection procedures for individual courses by contacting the relevant Faculty, School or Department, or the Centre for Commencing Students.

**Personalised Access at Victoria University**

The University personalises the application, admission and selection process for places in Government-funded courses in TAFE or Higher Education for all Australian residents who:
- have satisfactorily completed the VCE or its equivalent; or
- are 21 years or over on 1 January of the year for which they seek admission (or for entry to TAFE courses only, anyone over 18).

The University offers applicants a place in the course that best matches their wishes and study potential assessed by the University with the courses and places available. There is high demand for many courses, for which selection remains competitive.

**Student Compact**

When entering the University through Personalised Access, prospective students participate in an interview with an Academic Field of Study Advisor, at which time their career and study goals are discussed. If entry to the chosen course is not possible, an appropriate study pathway will be identified. This will lead students to their preferred course of study, provided all negotiated conditions as identified in the Student Compact are met. The Student Compact is a documented agreement between the student and the University that lists all negotiated conditions related to their chosen field of study.

The Student Compact will also identify the support services that the University can provide which has been recommended to the student during their interview. The Student Compact is available to all students of the University, and can be renegotiated at any time by the student or the University, to reflect the changing requirements of the student.

For further information about the Student Compact contact the Centre for Commencing Students telephone (03) 9688 4110.

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**Admission Requirements**

**Undergraduate Courses**

**Normal Entry**

Any persons who have been granted the Victorian Certificate of Education or satisfactorily completed an equivalent Year 12 qualification recognised by the University (plus relevant course prerequisite studies) will be eligible to apply for admission to courses of the University leading to a higher education award or to a TAFE Diploma.

In general, therefore, applicants will be eligible for admission to higher education undergraduate and TAFE Diploma courses if they have:
- passed the VCE including the satisfactory completion of English Units 3 and 4 from 1992 onwards;
- passed four approved VCE (HSC) Group 1 subjects (including English) at one sitting prior to 1992;
- passed four approved Victorian Institute of Education, HSC, Group 1 subjects (including English) at one sitting since 1980;
- satisfied Victorian University Schools Examination Board or Victorian Institute of Education Year 12 requirements prior to 1980;
- or obtained an equivalent interstate or overseas qualification.

Entry requirements for admission to TAFE courses other than courses leading to a Diploma vary. Details of entry requirements are to be found in the TAFE Handbook.

In addition to meeting the entry requirements above, applicants may be required to satisfy other requirements specified by the Faculty/School conducting the course. Further information can be found on www.vu.edu.au/admissions

**Special Entry**

Applicants meeting the above requirements will be regarded as having satisfied the Normal Entry requirements. However, applicants wishing to undertake a University course who do not meet the Normal Entry requirements may still be eligible for admission under Special Entry (SE). Students admitted to a course under SE may be subject to special terms and conditions determined by the relevant Faculty or School. The three categories of Special Entry are as follows:

**AGE AND EDUCATIONAL BACKGROUND**

A person will be eligible for admission to any course within the University if, at 1 January of the intended year of entry, he or she is 21 years of age or over.

Any person who, at the date of their proposed admission to a TAFE course (other than a course for Diploma), is 18 years or older, will be eligible to apply for admission to any such course. Australian residents who meet these criteria are guaranteed a place in a Government-funded course if they apply via the University's Personalised Access Study scheme.

There is currently a high demand for many award courses, and a number of mature-age applicants do not receive an offer of a place in the course of their choice. Other factors taken into account in selection, in addition to work and life experience, include education level achieved, evidence of aptitude for study, time elapsed since study was attempted, and whether the applicant resides in the western metropolitan region of Melbourne.

Mature-age applicants should be aware of the study difficulties they might face in a tertiary course. The University conducts a number of programs generally of short duration, aimed to help improve...
communication skills, study skills and confidence. Mature-age applicants may not need to do a preparatory program, but should consider the following:

It is assumed that students of award courses know how to study. Study involves many skills – taking notes, using a library, organising your time effectively, essay writing, and so on.

If it has been a long time since you last attended classes, or if your previous study experience was not very successful or enjoyable, it may be helpful to develop some confidence in your abilities before you begin.

Communication skills are very important for award course students, and this can mean speaking (for example, participation in class discussions) as well as writing. Some practice in this area may be beneficial.

The real work of any award course usually begins straight away: sometimes on the very first day. You may need some time to ease yourself into being a student.

By undertaking preparation for study, you can pay attention to the factors outlined above in an environment that is designed to minimise the pressure on you. If you move straight into a tertiary course, you might find that you are in fact trying to prepare yourself at the same time as trying to cope with the new material presented to you. This can result in failure to meet the required academic standard.

Courses conducted by the University to help you successfully return to study in an award course may include:

**Access courses for women**

- **English for Further Study** – This course provides people of non-English-speaking background with the language and research/study skills necessary for study.
- **English as a Second Language (ESL)** – English as a second language classes are tailored to the needs of migrants who wish to improve their English for personal development, further study, or to improve their job prospects. Wherever possible, classes are tailored to suit the needs of the participants.
- **Basic Education Program** – The Basic Education program focuses on the development of students' communication skills, through writing and reading exercises, spelling, basic grammar and punctuation.

**Preparation for Tertiary Study** – A preparatory course with two streams designed to improve access to Arts or Science courses.

**Gateway to Nursing** – A preparatory course that provides access to nursing courses.

**VCE** – The Victorian Certificate of Education is available by full-time and part-time study.

For more information, contact Further Education and Employment Services on (03) 9284 7225.

**CONTINUING DIFFICULTIES DURING SCHOOLING**

A person will be eligible to apply for admission to any course within the University if his or her progress through secondary school was adversely affected by:

- economic hardship;
- illness;
- English language learning difficulties;
- family problems;
- geographical isolation; or
- disability.

This category does not apply to applicants whose difficulties occurred only during their last year of secondary studies. Such persons must use the Victorian Tertiary Admission Centre Form S rather than applying directly to the University for Special Entry. Applicants wishing to apply on this basis should contact the relevant Faculty or the Centre for Commencing Students for further information.

It should also be noted that this category does not apply to all persons with a disability or chronic medical condition. It only applies to those who can demonstrate that their progress through school was adversely affected by a disability. Persons with a disability should approach the relevant Faculty, School or Department of the University to discuss any potential difficulties or hazards they may encounter in undertaking their proposed course. In these discussions any special needs of applicants can be considered and an indication given of the University's capacity to meet those special needs. Applicants with a disability or chronic medical condition are invited to discuss specific needs or queries with the Disability Liaison Unit. Phone (03) 9688 4598.

**ABORIGINES AND TORRES STRAIT ISLANDERS**

A person of Aboriginal or Torres Strait Islander descent is eligible to apply for admission to any course within the University and such applications will be assessed individually to determine the applicant's suitability and potential for academic success. Further advice may be obtained by contacting the Koori Support and Development Unit on 9385 2113.

**Deferred Entry (Commencing Students)**

Prospective students should contact the relevant Faculty or School to clarify the deferment policy. A person to whom an offer of admission has been made by the University may apply to defer his or her enrolment for a period of up to one year. An application for deferred entry must be made in writing and lodged within seven days of the date upon which the offer of admission was sent. The application must be forwarded to the Dean of the appropriate Faculty. A Dean or Head may grant an application for deferred entry with or without conditions. Applications for deferment from a TAFE course are not normally granted.

Deferred Entry (Non-Commencing Students)

Persons applying for Later Year Entry will be required to meet all normal selection criteria for the course as well as demonstrate that their prior studies are relevant to the course for which they have applied. In making selection decisions, applicants' level of performance in all of their previous tertiary enrolments may be taken into account. Persons selected for Later Year Entry may be admitted on condition they undertake bridging course work, or complete a specially modified course plan, or both.

**Later Year Entry**

Both Normal Entry and Special Entry relate to admission to the University at the commencement of an undergraduate course. Persons who have already completed one or more years' relevant post-secondary studies may be eligible for Later Year Entry to the second or subsequent years of a course.

Persons applying for Later Year Entry will be required to meet all normal selection criteria for the course as well as demonstrate that their prior studies are relevant to the course for which they have applied. In making selection decisions, applicants' level of performance in all of their previous tertiary enrolments may be taken into account. Persons selected for Later Year Entry may be admitted on condition they undertake bridging course work, or complete a specially modified course plan, or both.

**Postgraduate Courses**

**Normal Entry (PhD)**

**DOCTOR OF PHILOSOPHY**

To be eligible for admission a person must have:

- a masters degree or
- a four-year bachelor degree with honours or honours degree with a superior performance at 1st Class or 2A honours level, or

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a three-year bachelor degree together with a postgraduate diploma that is an extension of the discipline contained in the undergraduate qualification and at a level considered to be equivalent to 1st Class or 2A honours, as determined by the Head; or been enrolled in a masters by research program and shown exceptional ability in the conduct of the first stages in a project and been approved for transfer into a PhD program by the Committee for Postgraduate Studies on the recommendation of the Head.

For admission to a PhD program a student must provide evidence acceptable to the Head of a capacity to undertake research in the discipline.

**MASTERS DEGREE**

To be eligible for admission applicants must have qualified for a first degree of the University (or such other degree as the Department may deem equivalent for this purpose) at a standard considered by the Department to be sufficiently meritorious; or qualified for any other award judged by the Department to be of a relevant and appropriate standard; and produced evidence of professional experience through which they have developed their applied knowledge of the relevant field of study, and which satisfies the Department that they have the capacity to undertake study for the degree of masters; and fulfilled any other conditions relating to prerequisite study which the Department may have imposed in respect of their admission to candidature.

**GRADUATE DIPLOMAS/GRADUATE CERTIFICATES**

To be eligible for admission applicants must normally have successfully completed a degree or diploma and may be required to attend an interview/selection test.

### Application for Admission

#### Centre for Commencing Students

The Centre for Commencing Students (CCS) provides a central location for TAFE and undergraduate course information. Information sessions are conducted in the evenings and on weekends for prospective students which provide information and advice about return to study or career options, application procedures, and an overview of the University environment.

A resource room is provided where prospective students may browse through brochures of the many courses offered by the University. Advisers are always available to assist with enquiries, provide course information, and offer advice to individuals, schools and community groups. Group sessions can be arranged for local and community information, and offer advice to individuals, schools and community groups by contacting the Community Partnerships Office at the Centre.

The Centre is located at Footscray Park Campus in Building C on ground level (level 3) facing Ballarat Road (adjacent to the pedestrian crossing). Contact the Centre for Commencing Students on telephone: (03) 9689 4110, fax: (03) 9689 4513 or email: ccs@vu.edu.au

#### Student Administration

The Recruitment and Student Success Branch and Enrolment Management Branch both seek to provide an integrated and professional service to students, staff, past students and prospective students of the University.

The branches maintain constant telephone and over-counter contact with students by way of answering enquiries, advising on University requirements, issuing course information and providing services related to enrolment, certification and graduation.

A range of services is provided to staff of the University, including collation and cross checking of results, scheduling and invigilation of examinations and provision of student data and records services.

Staff within these branches work to facilitate the interaction of staff and students in accordance with Higher Education and TAFE administrative requirements, and to provide efficient services to organisational units of the University.

The student administrative services provided by Recruitment and Student Success include:

- **The Centre for Graduating Students and Education Abroad** provides the administrative services for all University course awards, certificates and statements, all onshore and offshore graduation ceremonies and student administration services for all offshore campuses in both sectors.
- **Enrolment Management** provides services in the following areas:
  - **Admissions and Orientation** provides a comprehensive service to prospective students including distribution of course information, collection and processing of applications; and to the University in the coordination of the admissions process, procedures and information.
  - **Client Services and Information** offers assistance with student administration enquiries including enrolment and fees information, cashier functions and switchboard services.
- **Enrolment** services entail the registration and administration of enrolment amendment for students on all onshore campuses and in both sectors, as well as Higher Education Contribution Scheme administration and TAFE fees.

#### Undergraduate Courses

**Normal Entry**

Persons applying for entry to higher education undergraduate courses (other than those listed below under Direct Application) to study either full-time or part-time must apply through the Victorian Tertiary Admissions Centre.

While the VTAC Guide and application form are available from newsagents, a convenient and comprehensive application service is available from their website at: www.vtac.edu.au.

Persons applying through VTAC should note that the VTAC rules, by which the University is bound, provide that no selection authority shall take into account the preference for that course as indicated by the applicant. This means that even if an applicant has indicated a lower preference for the course concerned than other applicants, there shall be no prejudice and each applicant will be considered equally.

**Prerequisites and Extra Requirements**

Some higher education undergraduate courses have special prerequisites for enrolment. Where this is the case, these requirements are published two years in advance in the Victorian Tertiary Education Requirements (this is published as a supplement in the press) and for the following year in the VTAC Guide to Undergraduate and TAFE Courses (available from newsagents and the web: www.vtac.edu.au).

For some higher education undergraduate courses, the application process requires applicants to complete a Supplementary Information Form available from the relevant Faculty Office, the Admissions Office or the University web site www.vu.edu.au. These courses are identified in the VTAC Guide.
DOCTOR OF PHILOSOPHY AND MASTERS DEGREES BY RESEARCH

Those persons interested in pursuing a research degree are advised to contact the Postgraduate Studies Office in the Faculty or Department in which they wish to study to discuss research interests and to determine the availability of suitable supervisors and facilities relevant to the proposed research. Once the Department has confirmed that the applicant is eligible to enrol, an Application for Enrolment form must be completed and lodged along with the necessary enrolment forms at Student Administration.

DIRECT APPLICATIONS

Applications for admission to a University course under Direct Entry (except those applying for readmission) should obtain an application form from the Centre for Commencing Students. However, persons seeking Special Entry must also apply to VTAC unless the course comes under the Direct Applications category.

CLOSING DATES FOR APPLICATIONS

Applicants lodging direct applications should contact the relevant Faculty or School for closing dates. Direct applicants should note that the selection process will be facilitated by lodging application forms at the earliest possible date, with the required accompanying documentation attached.

APPLICATIONS FOR CREDIT FOR PREVIOUS TERTIARY STUDIES

All persons seeking admission to a course leading to one of the above awards who did not complete VCE in 2000 must support their application with documentary evidence proving they have the educational qualifications referred to in their application. All documents should be in the form of certified copies and if documents are in a language other than English, officially certified translations together with certified copies of original documents are required. The University will retain all such evidence. Original documents should never be sent but must be available on request and may be required at a later stage of the selection process (e.g. during interview).

Subject Credits and Advanced Standing

Credit for Previous Tertiary Studies

Students who have completed subjects at another tertiary institution may be granted credit for equivalent subjects in Victoria University courses. A subject credit will allow a student an exemption from a course subject, while the value of that subject will still be counted towards their award.

APPLICATIONS FOR CREDIT FOR PREVIOUS TERTIARY STUDIES

Applications for credit for previous tertiary study must be accompanied by certified documentary evidence of the subjects passed, together with details of these subjects for comparison with the Victoria University course. Please note that the University may seek information from the other tertiary institutions about the applicant.

PARTIAL EXEMPTIONS

In some cases where a student is ineligible for full credit from a particular subject, partial exemption may be granted whereby the student is allowed to undertake less than the full normal study or assessment requirements to be accredited with a pass.
Where partial credit has been approved, this will be taken into account in calculating the HECS liability which the student incurs for the subject.

**COURSE VARIATION BY SPECIAL APPROVAL**

In cases where credit for units/subjects of a student's course is not appropriate, the Dean of the Faculty or Head of the School or Department responsible for the student's course may grant a variation to course requirements by special approval. A course variation substitutes alternative subjects of similar content and duration for subjects normally required within a student's course.

The purpose of Course Variation by Special Approval is to avoid repeating curriculum material where it is deemed that a student will not gain substantial educational benefit from one or more of the normal requirements of the course, but where the student does not meet all the criteria for subject exemption.

**Application Procedure**

Applicants for admission to courses at Victoria University should indicate on their application form if they wish to apply for credit. Applicants applying for credits are also encouraged to complete an Application for Credit Transfer Form. All such applications must be lodged before the end of the second week of the relevant semester.

Processing of applications for subject credit may take several weeks. This process will be facilitated by the applicant providing all relevant information when lodging an application.

The following documents must be included in an application:

- a completed Application for Credit Transfer Form. This form is available from Student Administration or the relevant Faculty;
- a copy of the applicant's academic record from the previous institution(s);
- where available, a description of the subjects as published in the Handbook of the applicant's previous institution, eg if applying for an exemption in Economics 1 at Victoria University on the basis of a mark in Economics at Monash University in 1990, the applicant should attach a copy of the subject description of the unit from the 1998 Monash University Handbook; and
- any other material that applicants wish to submit in support of their application.

**Time Lapse Between Studies**

Normally, credits for studies in a previous course of study will not be considered if studies were undertaken more than 10 years prior to the application. Courses linked to fields in which there is rapid change in technology and/or knowledge may set a maximum time limit of less than ten years. In cases where it can be demonstrated that relevant skills have been maintained and, where appropriate, updated, the above time limit restrictions may be waived by the appropriate Dean or TAFE Deputy Director on the recommendation of the appropriate Head of School or Department.

**Enrolment**

Enrolment enquiries should be directed to StudentAdmin@vu.edu.au or to any Student Administration office on campus.

**Enrolment for Assessment**

A candidate becomes eligible for assessment in a subject only when enrolled in that subject. Candidates will be considered as having entered for assessment in all subjects for which they have enrolled.

A student will be deemed to have enrolled for assessment in a subject unless such enrolment has been formally withdrawn by the specified date. Application for timely subject withdrawals must be made on the appropriate University form. Total withdrawal from a course of study must be approved by the Faculty, School or Department responsible for administration of the student's course by the specified date.

All defined fee payments must be completed before any enrolment or assessment is validated and/or confirmed by the University. The enrolment of those students who do not complete payment within the required timeframe will be cancelled. Students are notified of an enrolment cancellation by mail. A student will only be reinstated to the course where authorization from the Faculty or TAFE School's Administration office has been obtained, a reinstatement fee and all outstanding fees have been paid.

When students enrol at the commencement of the academic year, a provisional enrolment for Semester Two is registered. It is important to note that the Faculty or TAFE School administering each course of study has the power to amend, restrict or cancel provisional semester enrolments.

**Returning Students**

Students who have been enrolled for the previous semester should comply with the re-enrolment requirements set down by the relevant Faculty, School or Department. Particular attention should be paid to information in University re-enrolment schedules.

**Late Enrolment**

Students must enrol in a course of study or for a subject during official enrolment periods. Where students are unable to attend the designated re-enrolment session, they should arrange for a proxy to enrol on their behalf. Students who do not comply with the enrolment and re-enrolment requirements, including the payment of relevant fees, will be required to pay late enrolment charges and where appropriate, reinstatement charges. Enrolment into a course of study or subject after the third week of a semester will only be permitted in exceptional circumstances and only with the approval of the relevant Head of School or Department, or nominees.

TAFE courses have various start week dates throughout the year. Variations should normally still occur within the first three weeks of the program.

**Course Transfer**

A student enrolled for a course of study wishing to transfer to a course of study in another Faculty, School or Department must apply for admission to the intended course of study on the appropriate form. Where this course transfer is approved, the student will be withdrawn from the previous course and enrolled into the new course.

**Lapsed Enrolment**

Past students of the University who are not on approved Leave of Absence (or deferment) from the University and who have not enrolled at the University for the previous semester, automatically forfeit their student place at the University and must re-apply for admission according to the procedure set down for new students.

**How to Enrol**

**Proof of Qualifications**

Admission and enrolment are conditional upon proof of stated qualifications. All claims of qualifications that have been obtained outside the University should be supported by appropriate...
Approval of Course of Study
All courses of study (i.e. individual student’s subject selection) must be approved by the Faculty, School or Department responsible for administration of the student’s course before enrolment registration will be accepted by the University. Students should take particular note of the administrative arrangements for enrolment.

Enrolment Registration and Validation
An enrolment is registered by the University when it is appropriately approved and entered onto the University’s database by an authorised officer or by a student of the University in the case of self-enrolment. Registered enrolments are not validated until all requirements relating to verification of qualifications, payment of fees and acceptance of liability under the Higher Education Contribution Scheme are satisfied.

Enrolment Forms
Until student self-enrolment is fully implemented all students commencing or continuing studies at Victoria University must complete the relevant official enrolment and statistics form(s). These form(s) must be lodged for processing within two University working days from the date the form(s) is approved and signed by an authorised officer of the relevant School or Department. Failure to comply with this time limit may result in non-acceptance of the enrolment.

In asking for statistical information the University is conscious of the fact that some students are apprehensive about the uses to which the resulting statistics may be put. The University is compelled by law to supply some statistics – for example, it must supply statistics to the Bureau of Statistics. Statistics supplied to outside bodies will be in the form of aggregate figures only; the outside body concerned will be unable to identify any student by name. Only the Australian Taxation Office is supplied with the names, addresses, birth dates and HECS liability of relevant students of the University.

Confirmation of Enrolment
Confirmation of course and subject enrolment will be issued to higher education students each semester and to TAFE students, upon enrolment. Students should check their enrolment details carefully and notify Student Administration without delay of any errors or amendments using an Amendment Form.

A non-standard forms are available from Student Administration, Faculty, TAFE School and/or Campus offices. They may be lodged at the Student Administration office at any campus.

Student Self-enrolment
The University is implementing a student self-enrolment system whereby students will enrol themselves in their course and subjects via a computer terminal. This self-enrolment system has been developed to determine the subjects into which a student may enrol and takes into account electives, majors, minors, streams and so on. This means that students are enrolled when they have selected their subjects through this method and paid their fees.

Student Identity Card
An identity card (ID) with your student number, photograph and signature will be issued to you at the time of your initial enrolment at the University. This card should be carried with you at all times, as you may be asked to produce it at any time.

Your card is required in the following instances:
- admission to examinations;
- re-enrolment;
- library services;
- computer centre services; and
- travel and other concessions.

Your ID number is a unique number and should be quoted on all correspondence with the University. Proof of identity is required prior to the issuing of your ID card. Cards can only be replaced by paying a fee to the Cashier and taking your receipt together with another form of photo identification to Student Administration.

In addition, University ID cards may be used to operate photocopiers and access other services.

Complementary Enrolment
Students of Victoria University
Special arrangements can be negotiated whereby students studying toward a recognised higher education award may be given specific approval to undertake studies outside their awarding institution to count towards completion of course requirements. Such arrangements are termed 'Complementary Enrolment'.

The Director Student Affairs or nominee may approve complementary enrolment, on the recommendation of the nominee of the Dean of the relevant faculty. Approval will not be given for more than one-half of a student's course to be undertaken at another institution.

A student of the University who undertakes an approved complementary course is required on completion of the unit to provide Student Administration with a certificate of results from the host institution, whereupon, if appropriate, a ‘J’ result will be recorded to signify that the complementary studies have been satisfactorily completed.

Where the host institution administers a Higher Education Contribution Scheme liability in respect of a complementary enrolment that is approved by this University to count towards completion of a course, that part of the student's subject enrolment at this University relating to the complementary studies will be exempt from HECS liability.

Students of Other Institutions
Students who have been admitted to higher education award courses at other tertiary institutions will, under certain circumstances, be permitted to undertake studies at the University to count towards completion of those courses. Admission of complementary students is subject to funding, timetabling and class size considerations, and requires the approval of the Head of School or Department responsible for teaching the subject(s) concerned.

Students of other institutions wishing to apply for complementary enrolment should obtain written approval from the Director Student Affairs (or equivalent) at their home institution, verifying their enrolment status, indicating the nature of the studies to be undertaken, and certifying that the studies, if successfully completed, will count towards the award.

Students who have produced documentation required in accordance with the previous paragraph will be exempted from payment of the General Service Fee normally required upon enrolment at the University on the basis that they have already paid such a fee elsewhere.

Complementary students will normally be required to accept liability under the Higher Education Contribution Scheme in respect of
subjects undertaken at this University. However, students should not be required to accept liability more than once in respect of any particular component of enrolment.

**Enrolment Amendment and Course Withdrawal**

**Higher Education Students**

Students wishing to reduce their study load should complete an Application for Enrolment Amendment Form. Students should lodge the form at a Student Administration Office. Students who withdraw from subjects before the census date do not incur a HECS liability for those subjects. Students who withdraw from subjects after the census date, but before the late withdrawal date, do incur a HECS liability but not an academic penalty for those subjects. Students who withdraw from subjects after the late amendment date incur a "NZ" fail for the subject. Generally, students are not permitted to withdraw after the late withdrawal date.

Students wishing to totally withdraw from studies should complete an Application for Course Leave of Absence, Deferment or Withdrawal Form. Students who withdraw from subjects after the late amendment date incur a HECS liability but not an academic penalty for those subjects. Generally, students are not permitted to withdraw after the late withdrawal date.

If a student withdraws from enrolment at the University during the year without being granted leave of absence, it will be necessary to re-apply for admission to the course to recommence studies at any later stage. In such circumstances, re-admission is not automatic.

**TAFE Students**

TAFE students wishing to reduce their load or withdraw from studies should complete the appropriate form within four weeks of the course start date.

**A Word of Warning**

Do not leave things to the last minute. You may receive little sympathy if you approach staff during the examination period regarding a problem that has affected your enrolment status or hampered your performance throughout the semester. If circumstances force you to ‘drop’ a subject, make sure you apply to withdraw from that subject at the earliest possible time and at least before the deadline specified by Student Administration. If you do not complete the assessment for a subject for which you are enrolled, you will receive a ‘Fail’ grade in that subject even if you have not attended classes in that subject. You will also incur a HECS liability for the subject.

**Conditional Enrolment**

A student, whether a commencing or a continuing student, may be permitted to enrol subject to special conditions, provisions or requirements.

Conditional enrolment means that special requirements apply for that student in addition to the normal progression regulations of the course, for a specified period of time (whether that time is measured in terms of course stages, or in terms of calendar time).

Where the University attaches conditions, and where these have been formally notified to the student, the continued or subsequent enrolment by that student serves to confirm acceptance of the specified conditions. It is customary, though not obligatory, for the University to ask the student to sign and date a statement that specifies all of the following:

- the period of time, measured either in calendar time or in terms of course stages, for which the special conditions will apply;
- that the normal progression regulations of the course will not apply to the student for the time specified above; and
- full details of the special conditions and provisions that will apply to the student during the time specified.

**Conditions**

Conditions applicable to a student's enrolment will normally be formulated at a meeting between the student and an authorised representative of the Faculty or School. A student may, if he or she wishes, take the proposed conditions away from the meeting to consider them further. However, where this occurs the University will not be bound by the proposed conditions unless students or potential students have notified the relevant University officer in writing within three working days of the meeting of their acceptance of the conditions.

**Leave of Absence (Continuing Students)**

Leave of absence, for periods of up to one year initially, may be granted by the Faculty or School responsible for the administration of a student's award course. A student must submit an Application for Course Leave of Absence, Deferment or Withdrawal Form available from Student Administration or the relevant Faculty, School or Campus offices.

**Undergraduate and Postgraduate Courses**

A completed Application for Course Leave of Absence, Deferment or Withdrawal Form including a recommendation from the appropriate School or Department should be approved by the Faculty or School prior to the enrolment census date for the semester in which the leave is to commence.

The Faculty or School will advise students in writing regarding the outcome of their application.

Where leave of absence is approved for Higher Education students after the relevant enrolment census date, students will remain liable for HECS contributions in respect of their enrolment in that semester.

**Doctor of Philosophy and Masters by Research**

Students should approach the Postgraduate Studies Unit, Footscray Park Campus for advice regarding application for leave of absence. Application forms can be obtained from the Unit or any Student Administration office.

**Personal Details**

Students who change their name, address or emergency contact should do this in writing by completing a Personal Details Amendment Form available from Student Administration. Students requiring a change of name must produce documentary evidence (e.g. marriage certificate, statutory declaration) in addition to completing a Personal Details Amendment Form.

**Fees and Charges**

Fee enquiries may be directed to Student.Fees@vu.edu.au or to any Student Administration office on campus. Students are required to pay all the fees for which they have been assessed including the General Service Fee, Building Levy and TAFE tuition fees or accept HECS liability after lodging an enrolment form.
A student changes from full-time status to part-time status within a given semester before the deadline specified for that semester. Refunds will be processed provided that the relevant enrolment amendment form or withdrawal form has been received and authorized by the census date.

Refunds will be processed provided that the relevant enrolment amendment form or withdrawal form has been received and authorized by the census date.

Students should apply for a refund of fees on an Application for a Refund Form where they believe they are entitled to such a refund.

The amount of the refund payable will be determined according to the date of lodgement of the Enrolment Amendment Form at Student Administration or other authorized office within the University.

**Before 31 March – full refund**

**After 31 March but before 31 August** – refund of second semester GSF paid only

**After 31 August** – no refund is payable unless students can show there are special circumstances in their case.

A sum of $1.10 is retained from refunds of the General Service Fee and $5.00 from refunds of the building levy.

**TAFE Students**

TAFE fees will be refunded to students who withdraw from the course within four weeks of commencement in order to take up a place at another tertiary institution.

Students who withdraw from a course within four weeks of commencement of classes for other reasons will be entitled to a refund, minus the $66.50 minimum TAFE tuition fee.

When withdrawal of subjects takes place within four weeks of course commencement and results in a lower tuition fee, students will be entitled to a refund.

**Higher Education Contribution Scheme (HECS)**

**HECS Liability – To Whom Does It Apply?**

A student enrolled in an accredited, non-exempt higher education course at the census dates of 31 March for Semester 1, 31 August for Semester 2, and 15 January for Semester 3, will incur a HECS liability. The liability is determined according to the study load undertaken expressed as a proportion of the normal full-time load for each students year of course.

For details of HECS please refer to the booklet HECS–Your Questions Answered 2000 published by the Department of Education, Training and Youth Affairs. Copies are distributed at enrolment and are available from the Student Administration offices on each campus.

**Up-Front Payment Option**

The HECS legislation allows students to discharge their liability Up-Front and receive a 25% discount. Students selecting the Up-Front payment option at enrolment for a given semester must pay their full current semester HECS liability less 25% within seven days of the enrolment registration invoice being produced.

**HECS Partial Up-front Payments**

The Commonwealth Government has introduced a change to HECS procedures so as to allow students to make partial up-front payments. Students may make one payment of $500 or more towards their HECS liability for that semester and a 25% discount will apply to a partial up-front payment of $500 or more. The discount will work in the same way as the 25% discount for full up-front payments.
However, when a partial up-front payment is made, the remaining HECs contribution will be deferred through the taxation system.

**Deferred Payment Option**
Non-exempt Higher Education students who do not wish to pay HECs up-front upon enrolment must complete and sign a Payment Option Form selecting the Deferred Payment method.

Under the Deferred Payment Option students must, at enrolment, either:
- provide a valid tax file number; or
- not having a tax file number or not having access to their tax file number, apply to the Australian Taxation Office (ATO) for a Tax File Number and provide it to the University before the enrolment confirmation period is ended.

Guidelines for Up-front Payment
Students who have made up-front payment and who then withdraw from part or all of their semester subject enrolment before the relevant census date will normally be entitled to a proportional HECs refund.

HECS refunds will not generally be paid by the University until the enrolment confirmation period is ended—that is, before 30 April in Semester 1 or before 30 September in Semester 2.

**Payment Options for New Zealand Citizens**
New Zealand citizens who commenced their course of study on or after 1 January 1996 must pay their HECs contribution up-front without a discount. New Zealand citizens continuing a course of study which began before January 1996 must also pay their HECs contribution up-front without a discount, unless they have been a resident in Australia for a continuous period of more than two years.

**Differential HECs Contributions for Commencing Students Only**
Differential HECs contributions apply to students commencing a new course of study after 1 January 1997. The HECs liability for each unit depends on which of three bands the unit is classified.

**Communication from the University to Higher Education Students on HECs Liability**
The University will issue to each higher education student two documents about their HECs liability each semester, namely:
- An Enrolment Offer showing the student's personal details, the subjects the student is enrolled for in the current semester, the Effective Full-Time Student Unit (EFTSU) value for each of these subjects, the aggregate EFTSU, the HECs liability amount and the up-front payment amount for the current semester. The form will be sent or given to Higher Education students before 15 March in Semester 1 and before 15 August in Semester 2 and in early January for Summer School.
- A Taxation Invoice and Final Statement of HECs Liability' will be sent to all Higher Education students early in April (for semester one) and mid-September (for semester two). This notice will show: the aggregate EFTSU enrolment as at the Census Date; the resulting semester HECs liability; the amount of HECs liability paid for the current semester; the amount of any HECs liability to be reported to the Australian Taxation Office; and where applicable, the amount of any refund due from the University.

Students will have fourteen days from the date of issue of a 'Final Statement of HECs Liability' to lodge a written objection (giving reasons) at Student Administration. The only valid grounds for such an application are that the University has made an error in recording the students subject enrolment, in calculating the HECs liability, or in recording a HECs payment. Such applications for amendment will generally be considered before 1 May in semester one and before 1 October in semester two, and students will be formally advised of the outcome.

**Tax File Numbers**

**Handling of Tax File Numbers by University Staff**
Tax file numbers submitted by students or received from the Australian Taxation Office will be kept secure and confidential and no unauthorised person will be permitted access to this information.

**Collection of Tax File Number Information by the University**
If a student fails to provide a Tax File Number that does not conform to the specifications provided by the Australian Taxation Office, the responsible University Officer has the authority not to accept or process the student's enrolment.

**Postgraduate Education Loans Scheme (PELS)**
The Postgraduate Education Loans Scheme is an interest free loans facility for fee-paying Postgraduate students undertaking non-research courses. It is similar to the deferred payment arrangements available under HECs.

**Eligibility**
You are eligible for a PELS loan if you are:
- An Australian citizen or holder of a Australian permanent visa (who meets eligibility requirements)

**Loan Available**
You can borrow up to the limit of your tuition fees being charged for your course each semester. You will begin repaying your loan through the taxation system once your repayment income reaches the minimum threshold for compulsory repayment.

**Further Information**
The information booklet, PELS Your Questions Answered, published by the Department of Education, Training and Youth Affairs, contains more detailed information about the scheme. Copies are distributed at enrolment and are available from the Student Administration offices on each campus.

Further information is also available on the following website: www.hec.gov.au/pefs.htm or by calling PELS enquiry line on 1800 020 108

**Assessment**
All enrolled students are eligible for assessment in each of the subjects in which they are enrolled. In most subjects offered by the
University there will be more than one assessment task or component of assessment during a semester.

The components of assessment for each subject will vary but may include attendance, examinations, tests, exercises, practical tasks, essays, assignments, articles, theses or other work.

More precise details of the assessment for each subject will be provided by the School or Department Examination Board for that subject not later than two weeks after commencement of teaching in the subject. These details will include:

- the nature of each component of assessment;
- the approximate length or extent of each of the components;
- the approximate due date for each component;
- the proportion of total marks assigned to each component; and
- the standard deduction of marks for late submission.

The Examination Board for each subject will consist usually of the Head of the relevant School or Department (as Chairperson) and the examiner(s) for the subject. Usually there will only be one examiner for each subject who will be one of the members of staff teaching the subject. The examiner(s) will be appointed by the end of the second week in each semester. The examiners may be assisted in correcting work by assistant markers appointed by the Chairperson of the Examination Board.

The University has adopted rules in relation to assessment and the supervision of assessment. These rules form Part 1 of the Schedule to a Statute of the University (Statute 6.3.1—Assessment). A copy can be obtained from the Head Legal and Policy Secretariat, telephone (03) 9688 4022. These rules are normally reproduced by Student Affairs and displayed alongside the final examination timetable.

Assessment is available only to students of the University

Students cannot have results for an examination in a subject in which they have not formally enrolled; check carefully your Enrolment Registration and HECS Liability Statements to ensure that your enrolment is correct in every detail.

Examination Timetable

The final examination timetable is posted on University noticeboards and web site www.vu.edu.au approximately four weeks before the examination period begins. It is your responsibility to check this timetable for any clash, and to refer any clash to the appropriate examinations officer in Student Administration on your campus.

You will not be given special consideration if you misread the examination timetable and miss an examination, nor will you be entitled to another examination.

No information about the examination timetable will be given by telephone.

Conduct of Examinations

Enquiries about examinations may be directed to examinations@vu.edu.au or to any Student Administration office on campus.

Examination sessions will normally commence at:

- 9.00am morning examination sessions
- 1.30pm afternoon examination sessions
- 6.00pm evening examination sessions

unless otherwise indicated on the published timetable.

Students will be admitted to the examination room at those times and given fifteen minutes at the commencement of the session for the purpose of reading the paper. Any variation of this practice will be notified to students in the printed timetable. As a rule, no writing or note-making is permitted in this reading time. A member of the academic or teaching staff will be present at the beginning of each examination in campus-based venues to answer any inquiries about the question paper.

Before entering the examination room, students must ascertain their seat numbers from lists posted on the University noticeboards and web site www.vu.edu.au. Lists are usually posted two days prior to the commencement of examinations. Any student who has not been allocated a seat number should report immediately to the Student Administration office before the commencement of the examination session.

No student may enter the examination room more than half an hour after the commencement of the session or leave the examination room until half an hour after the commencement of the session or during the last quarter of an hour of the session.

You may bring into the examination room: pens, ink, pencils, rulers, erasers and mathematical instruments (see below for use of calculators and electronic devices).

You may not bring into the examination room any book, paper or other material that has not been specifically authorised for use at that particular examination; if, during an examination, you are found to be in possession of such material, you will be reported as having breached examination rules and may face disciplinary action.

You are strongly advised not to bring to examinations any unnecessary clothing, papers, books, bags, handbags, wallets, folders, valuables or other personal items. You will not be permitted to bring into the examination room any bag, handbag, folder, pencil case, calculator case, mobile telephone, paper or similar item. You are warned of the possibility of theft. The University accepts no responsibility for loss of or damage to any item left outside of or brought into an examination room.

You must bring your student identity card to each of your examinations.

Further information about the conduct of the examinations is given in the Notice to Students published with the examination timetable and on the University’s web site www.vu.edu.au.

Academic Misconduct

Students should note that the University regards academic misconduct as a very serious matter. Students found guilty of academic misconduct could be excluded from the University. The period of exclusion will vary depending on the circumstances of individual cases.

The following are some of the actions which have resulted in students being found guilty of academic misconduct:
- taking unauthorized materials into an examination;
- submitting work for assessment knowing it to be the work of another person;
- improperly obtaining prior knowledge of an examination paper and using that knowledge in the examination;
- disobeying any reasonable instruction of a supervisor;
- directly or indirectly assisting other students or accepting assistance from any person other than a supervisor.

Possible penalties if found guilty of academic misconduct are referred to in Statute 2.7 and include:
- a formal reprimand;
-
forfeiture of the whole or part of any assessment in the subject to which the misconduct relates;
the imposition of a fine of not more than $500;
suspension or exclusion from the course in which the student is enrolled.

Special Consideration

Students may apply for special consideration if their work during a teaching period or examination or other assessment has been gravely affected by illness or other serious cause.

Application must be made no later than three days after the date of submission of the assessment for which special consideration is sought. Applications seeking an extension of time to complete a component of assessment should be made to the relevant School or Department. All other applications should be made to the Executive Officer of the Faculty concerned or the TAFE Executive Officer.

Where students have been prevented by illness or other cause from making application within the three-day period they can make a late application setting out the reasons why the application could not be made earlier:
A successful application for special consideration may result in the student being allowed to undertake supplementary or further assessment.

Students will not be given special consideration for misreading the examination timetable.

Students with Disabilities - Alternative Arrangements

Students with a disability which puts them at a disadvantage in written examinations, should advise the Faculty or TAFE Executive Officer at least six weeks before the beginning of the examinations or immediately their disability is known to discuss alternative arrangements for examinations.

Use of Linguistic Dictionaries

Students may apply to use an English language dictionary in an examination during the first two years of enrolment in the University if:
the student has arrived from a non-English-speaking country within the last five years;
the student has regularly attended an approved program designed to improve their language skills.
These are general guidelines only and criteria may vary with individual subject assessment requirements. An Application to Use a Dictionary is available from Student Administration offices and must be presented together with a dictionary registered with Student Administration.

Use of Electronic Linguistic Dictionaries

The use of electronic linguistic dictionaries is not permitted.

Use of Computers and Electronic Calculators

Faculties, Schools and teaching Departments are responsible for determining which materials will be allowable for use in examinations. Students should refer to individual subject guides for details about the use of calculators and electronic devices. Generally, students will be allowed to bring into an examination room only pens, pencils and non-electronic mathematical instruments unless otherwise specified in the subject guide.

Further Assessment

Before the results of assessment for any component of assessment are published, the examiners may administer a further component of assessment to resolve any doubts as to whether a student has reached the required standard, or about the grade to be awarded to the student.

This means it is vital that students ensure they can be easily contacted between the time a component of assessment is completed and results are published.

Notification of Results

The final results for any subject will not be officially notified to students before the completion of assessment in that subject and their formal publication. No information regarding results will be given by telephone.

A further component of assessment – oral, written or practical – may be administered by the examiners in any subject at short notice and before the publication of results. Students should therefore ensure that they can be easily contacted until the publication of results.

Review and Reports

Students may apply to have an assessment of any work re-marked or to be given a report on their assessed work. These applications may be subject to a fee.

Applications must be made to the Chairperson of the relevant Examination Board within seven days of the day upon which the results of assessment were published or become available for collection.

Students will be notified of the results of any review of their work.

Subject Assessment and Grading

Grades for Year 2001 are as follows.

Division 1 - Grades For Assessed Subjects (including theses)

<table>
<thead>
<tr>
<th>A: COURSES</th>
<th>GRADES FOR HONOURS SUBJECTS, THESSES AND SUBJECTS TAKEN IN POSTGRADUATE PROGRAMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade</td>
<td>Description</td>
</tr>
<tr>
<td>H1</td>
<td>First Class Honours, 80–100%</td>
</tr>
<tr>
<td>H2A</td>
<td>Second Class Honours, Upper, 70–79%</td>
</tr>
<tr>
<td>H2B</td>
<td>Second Class Honours, Lower, 60–69%</td>
</tr>
<tr>
<td>H3</td>
<td>Third Class Honours, 50–59%</td>
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<td>Fail, 0–49%</td>
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<td>S</td>
<td>Ungraded Pass</td>
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B: GRADES FOR OTHER SUBJECTS

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<th>Grade</th>
<th>Description</th>
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<td>Distinction, 70–79%</td>
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<tr>
<td>C</td>
<td>Credit, 60–69%</td>
</tr>
<tr>
<td>P</td>
<td>Pass, 50–59%</td>
</tr>
<tr>
<td>N1</td>
<td>Fail, 40–49%</td>
</tr>
<tr>
<td>N2</td>
<td>Low Fail, 0–39%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass*</td>
</tr>
<tr>
<td>U</td>
<td>Ungraded Fail</td>
</tr>
</tbody>
</table>

C: COMPETENCY BASED GRADES (TAFE)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC</td>
<td>Achieved Outstanding Competency</td>
</tr>
</tbody>
</table>
Passed in the subject and might not be recognised by all appropriate subsequent course stages. Stage completion by compensation is not at pass level and at a standard appropriate for progression to the next course stage. A Faculty Pass may be awarded to a student who has passed (at P grade or better), all but one of the units (subjects) required to complete their higher education course and qualify for the relevant award.

The mark in the outstanding subject must not be less than N1. The student must have gained sufficient marks in the subjects passed within the award to compensate for the shortfall of marks in the failed subject.

The award of a Faculty Pass shall not be interpreted as a pass in the given subject.

A Faculty Pass will not be awarded in respect of a subject that is a prerequisite for another subject. Students who have passed all but one of the subjects required to gain an award, and who have been issued an N1 grade in the outstanding subject, may apply for a Faculty Pass by writing to the Faculty responsible for administering the course, clearly stating the basis of their entitlement to such a Pass.

The Pass is awarded at the discretion of the Dean of the Faculty administering the course in which the student is enrolled.

**AN grade is required to be converted to a final result within one semester and prior to the commencement of the following academic year, otherwise the assessment automatically lapses to a fail - Higher Education subjects only.

**NOTE: **The grade 'Recognition of Prior Learning' also appears as 'S' Ungraded Pass.

The Pass is awarded at the discretion of the Dean of the Faculty responsible for administering the course, clearly stating the basis of their entitlement to such a Pass.

Students who have passed all but one of the subjects required to gain an award, and who have been issued an N1 grade in the outstanding subject, may apply for a Faculty Pass by writing to the Faculty responsible for administering the course, clearly stating the basis of their entitlement to such a Pass.

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The Pass is awarded at the discretion of the Dean of the Faculty administering the course in which the student is enrolled.

Requirements for Granting of Awards

The policies set out below represent the basic rules relating to the awarding of a University award. Additional rules or requirements set by the Faculty are included in the Faculty section of this Handbook.

### Partially Completed Courses

Where a student enters a University course by transfer from incomplete studies at another institution, that student must complete at least the final full-time year (or equivalent) of the course to qualify for the University award. This applies to all courses that are longer than one year of equivalent full-time study in duration.

This means, for example, that a student entering a three-year course having previously completed over two years of a comparable award at another institution can receive, at a maximum, two years' advanced standing in the Victoria University course.

### Completed Courses - Maximum Advanced Standing

A student with a completed award must complete, at a minimum, the equivalent of at least one year's full-time study in order to qualify for any subsequent University qualification at a comparable level.

### Maximum Time for the Completion of Awards

To be eligible for the award of a Degree, Diploma, Associate Diploma, Advanced Certificate or Certificate, a student is required to complete all course requirements within the course progression regulations, unless such provision is specifically waived for that student by the University.

Maximum times for completion of awards are as follows:

<table>
<thead>
<tr>
<th>Certificate</th>
<th>5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Certificate</td>
<td>5 years</td>
</tr>
<tr>
<td>Associate Diploma</td>
<td>8 years</td>
</tr>
<tr>
<td>Undergraduate Diploma</td>
<td>10 years</td>
</tr>
<tr>
<td>Undergraduate Degree of 3 years duration full-time</td>
<td>10 years</td>
</tr>
</tbody>
</table>
Academic Progression

Unsatisfactory Progress

The demand for tertiary study places exceeds the number of places available. Every year a considerable number of applicants fail to gain entry to the University. It is assumed that every person selected into an award course has the capacity to succeed. However, if students do not progress satisfactorily, they will be asked to show cause as to why they should be permitted to continue in the course.

An important aim of the University is to assist its students to succeed. Therefore, students should make use of the free counselling services provided if they are encountering problems or difficulties that are affecting their studies. These difficulties could include problems in organizing time, financial difficulties, personal problems or difficulties in writing and presenting assignments and essays.

On the recommendation of the relevant Faculty or School, the University may specify academic progression rules for each individual course. Students should carefully read the progression rules relating to their course of study as detailed in the relevant section of the Handbook or in course regulations.

A student who fails to make satisfactory progress in a course of study is liable for exclusion from that course. This applies where a student does not achieve a satisfactory performance on a component of assessment, fails to attend without good reason for the performance of a component of assessment, or does not perform a component of assessment. In these cases, the relevant Faculty or Department, after investigating the circumstances and allowing the student to be heard, either personally or through a representative, may notify the student in writing that he or she has made unsatisfactory progress in a subject.

In addition to notifying the student of unsatisfactory progress, the relevant Faculty or School may also notify the student that it intends to make a recommendation to the Academic Board or the Board of TAFE that the student be excluded or suspended from the course or only be allowed to continue under certain specified conditions. As a general policy, the following will form part of all award course progression regulations within the University.

Students may not:
- enrol in any sequential subject without having passed all prerequisite subjects;
- enrol in any unit with a co-requisite subject without having previously passed the co-requisite subject or enrolling simultaneously in the co-requisite subject.

In reaching its decision about what action should be recommended with respect to unsatisfactory progress by a student, the faculty or school may establish one or more committees to consider the circumstances and hear any submission that a student wishes to make.

After receiving a recommendation from a faculty or school, the Academic Board or the Board of TAFE, as appropriate, may exclude or suspend the student from a course.

Alternatively, the relevant Board may specify the conditions under which the student may continue in a course.

Special arrangements will apply to doctoral students and students undertaking masters degrees by research who should seek advice on those arrangements from their supervisors.

Any student who is notified of unsatisfactory progress should seek assistance from Student Services staff or the Student Union at the earliest opportunity.

Discipline

The University will act to protect good order and the rights of individuals within its confines. To this end, a formal process will be followed to deal with any alleged breach of discipline or misconduct.

The University operates within the provisions of a Statute dealing with discipline (Statute 4.1—Discipline). The full text of this Statute is printed in the Calendar.

Plagiarism

Paragraph 11.1(3)(d) of the Schedule to Statute 6.3.1—Assessment states that a student shall not, during or in connection with the performance of any component of assessment, submit, or represent the whole or part of published or unpublished material, written or prepared by some person or persons other than that student, as being the work of that student.

Any student committing a breach of this rule shall be guilty of a disciplinary offence and all further proceedings will be conducted in accordance with Statute 4.1—Discipline, and Statute 2.7—The Discipline Committee.

Procedures Relating to the Graduation of Students from Award Courses

This information relates to graduation from Certificate, Advanced Certificate, Associate Diploma, Diploma, Degree, Graduate Certificate, Graduate Diploma, Masters Degree and Doctoral award courses of the University.

Upon satisfying all the requirements of an award course a student is regarded as a graduand and is eligible to become a graduate. When you have completed or nearly completed a course you are required to submit an Application for an Award Form. Forms can be collected from and handed in at the Enrolment Management office at any campus of Victoria University or downloaded from the University Website.

Forms must be completed before the set closing date.

Graduation ceremonies in 2002 are scheduled as follows:
- 20 February 2002: Hong Kong
- 23 February 2002: Malaysia
- 26 February 2002: Singapore

Applications close 28 September 2001
10 & 11 October 2002:
Application closing date is 9 August 2002.
A graduation fee and guest ticket charge applies if you decide to attend a graduation ceremony.

Academic Dress
The wearing of academic dress on ceremonial occasions is one of the traditions that is attached to universities. Victoria University has based its academic dress on the basic style of Oxford. It consists of a gown, a cap or bonnet, and a hood which represents the discipline of the degree.

Division of TAFE Certificants: A black gown and black cap.
Division of TAFE Diplomates: A black gown and black cap with a black stole faced with the colour tangerine.
Bachelors: A black gown and black cap with a black hood half lined with the discipline colour as follows:
- Ruby: Arts
- Ultramarine: Business or Business Administration
- Cherry: Education
- Silver Grey: Engineering
- Old Rose: Health Science
- Grape: Music
- Buff: Psychology
- Spectrum Green: Science or Applied Science
- Buttercup: Social Work

Higher Education Diplomates and Certificants: A black gown and black cap together with a black stole faced in the discipline colour.
Masters: A black gown and black cap with a black hood fully lined with the discipline colour.
Doctorates: A black bonnet with a gold cord and scarlet gown with a facing of the discipline colour and black hood fully lined in the discipline colour as follows:
- Adonis Blue: Doctor of Business
- Cherry: Doctor of Education
- Charcoal Grey: Doctor of Engineering
- Ruby: Doctor of Letters or Laws
- Sapphire: Doctor of Philosophy
- Old Gold: Doctor of Psychology
- Spectrum Green: Doctor of Science
- Sky Blue: Doctor of the University

Credit Points
The credit point system provides a uniform basis for establishing subject relativities and values within a course. The objectives of the credit point system are to:
- simplify and standardise the relativities and values within a course in relation to EFTSU and Higher Education Contribution Scheme (HECS) calculations;
- provide a uniform measure of total student workload across all higher education programs; and
- allow students to make informed judgements on their likely workload in subjects across various disciplines.

What is a credit point value?
The value of a credit point is determined by the total student effort involved in the completion of a subject and includes private study hours, tutorial or laboratory work, library and research work together with formal class contact hours. The credit point value of a subject reflects its academic weight and the total amount of effort relative to other subjects within a course. There is no link between credit points and contact hours.
Services Available to Students

Careers and Employment Service
The Careers and Employment Service provides an innovative range of services to students of Victoria University. These services include:

- Careers Counselling
- Careers Development Programs
- Graduate Employment Services
- Careers Resource Centre

Online Careers Resources - Careers and Employment Service website: www.vu.edu.au/careers/

Careers Counselling
Careers counselling can help you make informed decisions about study/career paths, preparation for the job market and planning your career. To book an appointment with a Careers Counsellor contact the Careers and Employment Service at Footscray Park Campus on (03) 9688 4418 or St Albans Campus on (03) 9365 2399.

Student counsellors at all Victoria University campuses also offer Careers counselling. Appointments can be made by contacting other Student Services on your campus, or your campus student counsellor.

Careers Development Programs
The Careers and Employment Service provides a range of free career preparation workshops throughout the academic year which are designed to assist Victoria University students in their preparation for the job market. Workshops offered include:

- Preparing Professional Written Applications
- Interview Techniques & Preparation
- Creative Job Search Strategies.

Graduate Employment Services
The Careers and Employment Service provides students with access to a wide range of graduate employment opportunities covering a broad range of study areas and occupations. Major graduate employers such as BHP, Ericsson, Lend Lease, ANZ, KPMG, Southcorp, Unilever, Australian Public Service agencies, Mars, Holden and Ford, are just a small sample of the graduate recruiters who promote their graduate programs through the Careers and Employment Service at Victoria University.

Many of these employers begin their recruitment campaigns early in 1st semester. Consequently it is highly recommended that students begin their search for graduate employment at the beginning of their final year.

Graduate employment vacancies and notification of on-campus employer information sessions can be obtained through the Careers Newsletter, the GradJobs email list and via careers noticeboards which are strategically located across the University.

Careers Resource Centre
The Careers Resource Centre holds a variety of useful resources (print and video) to assist students in developing their knowledge about careers and preparation for the graduate job market.

Resources and information are available about:

- Graduate employers
- Occupations
- Professional associations
- International career and study opportunities
- Preparation for the job market (resumes, interviews, job search).

The Careers Resource Centre is located at Student Services, Building M, Level 2, Footscray Park Campus. A large number of resources are also held in Student Services, Building 4, St Albans Campus, with smaller holdings on other Victoria University campuses.

Students can also email enquiries to careers@vu.edu.au (enquiries must include the student's name, course and student ID number).

Online Careers Resources
The Careers and Employment Service web site www.vu.edu.au/careers/ provides students with access to a broad range of online careers resources to assist in career exploration and preparation for the job market. There are over 1000 web links on the Careers and Employment Service web site, including links to:

- 400+ graduate employers
- 65+ professional associations
- 90+ overseas work and study opportunities

There is also an online suite of careers information brochures with a selection of articles to assist students in their career planning and preparation. Examples include:

- Developing Career Skills: An Action Plan For Students
- Why Join a Professional Association?
- Writing a Winning Job Application
- The Graduate Job Interview
- Job Interviews: Tips For Not Freaking Out
- Job Search Strategies for International Students

Final year students are advised to regularly check the Careers Newsletter and subscribe to the GradJobs email list via the Careers and Employment Service web site.

Children's Services
Victoria University has Children's Centres located on five campuses - Footscray Nicholson, Footscray Park, Newport, St Albans (Jindi Woraback) and Werribee.

Each Centre provides educational programs that respond to the children's social, emotional, physical, cognitive and creative needs. Nutritious meals and snacks are provided for the children throughout the day. All of the University Children's Centres have been assessed as providing the highest level of care by the National Childcare Accreditation Council.
The Footscray Park, Newport and Werribee campus Children's Centres and Jindi Wouraback provide a funded and integrated preschool program with a qualified Early Childhood (Kindergarten) teacher.

Families using the University's Children's Centres are eligible to apply for Child Care Benefit (CCB) through the Family Assistance Office (FAO) - formerly Centrelink. The FAO is responsible for assessing family income and determining the percentage of Child Care Benefit families receive. For further information please contact your local Family Assistance Office.

City Flinders, City King and City South Melbourne Campuses
Telephone: 9688 4418
A Referral Service has been developed for the city campuses to assist families in finding suitable childcare. Telephone the Manager, Children's Services, on 9688 4418 for further information.

Footscray Nicholson Campus
Telephone: (03) 9284 8698
The Footscray Nicholson Campus Children's Centre is located on the Ground Floor, Hoadley Building, Albert Street, Footscray. The Centre caters for a maximum of 39 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. The Centre is open from 7.45am to 5.45pm, Monday to Friday.

Footscray Park Campus
Telephone: (03) 9688 4418
The Footscray Park Campus Children's Centre is located at 8 Geelong Road, Footscray. The Centre caters for a maximum of 42 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. The Centre is open from 7.45am to 5.45pm, Monday to Friday and offers a funded preschool program incorporated within the educational program.

Jindi Wouraback Children's Centre (St Albans Campus)
Telephone: 9364 6855
The Jindi Wouraback Children's Centre is located at the Willis Street entrance of the St Albans Campus and is operated by a Management Committee consisting of parents and representatives from the University and the Brimbank City Council. The Centre caters for children aged from birth to 6 years on a full-time (weekly), daily, sessional (half day), occasional care basis. A funded preschool program and a vacation care program for primary school aged children are also provided. The Centre is open from 7.00am to 6.00pm, Monday to Friday.

Melton Campus
Telephone: (03) 9747 7300
The Broadfield Preschool operates from the Melton Campus Children's Centre and is located at the Wilson Road entrance of the Campus. The Centre offers sessional kindergarten programs for three- and four-year-old children.

Newport Campus
Telephone: (03) 9284 8476
The Newport Campus Children's Centre is located in Building K, Champion Road, Newport. The Centre caters for a maximum of 42 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. The Centre is open from 7.45am to 5.45pm, Monday to Friday. The Centre provides a fully integrated and funded preschool program.

Sunbury Campus
Telephone: (03) 9688 4418
Currently, there is no childcare provided on the Sunbury Campus. For information regarding childcare centres in the local area, contact the Manager, Children's Services on 9688 4418.

Werribee Campus
Telephone: (03) 9748 9568 or (03) 92168098
The Werribee Campus Children's Centre is located in Hoppers Lane (at the entrance of the Campus). The Centre caters for a maximum of 45 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis.

The Centre is open from 7.15am to 6.15pm, Monday to Friday and offers a state-funded preschool program incorporated within the educational program.

Education Abroad

The University has partnerships with several organisations which assist the University in the delivery of a range of courses in off shore teaching sites including Hong Kong, Singapore and Malaysia. This unit provides administration support to the offshore students enrolled in these courses. In addition it has responsibility for developing and implementing student support services programs in the offshore sites.

Graduating Students

The Centre for Graduating Students and Education Abroad is responsible for the administrative provision of all awards and statements for the University. When you have completed or nearly completed a course, you are required to submit an Application for an Award form. Forms can be collected from and handed into the Enrolment Management Office at any campus of Victoria University or downloaded from the University website. The organisation of all conferral ceremonies, both onshore and offshore, is also the responsibility of this unit.

Centre for Graduating Students and Education Abroad
Telephone: 61 3 9365 2846
Fax: 61 3 9365 2853
Email: graduate@vu.edu.au
Website: www.vu.edu.au
Located Building 4C, 141, St Albans Campus

Optometry and Dentistry

The Student Union operates optometry and dental services through local agencies. All enquiries should be directed to the Victoria University Student Union Resource Centre Building M, Level 2, Footscray Park Campus. Telephone: 9688 4065.

Health Practice Unit

The Faculty of Human Development operate a Health Practice Unit at the St Albans Campus, providing a range of therapies such as acupuncture, massage and herbal medicines. Cost for students is very modest. Telephone: 9365 2825.

SERVICES AVAILABLE TO STUDENTS
Independent Access: Students with Disabilities

Counselling, support and information for students with access disabilities are available from Student Services on all campuses.

Assistance is available to students with disabilities for day-to-day issues of personal, academic, housing, career and financial matters; identification of support needs; and applications for alternative examinations/assessment arrangements and special consideration.

Further information and advice concerning support services for students with a disability can also be obtained by contacting the Disability Liaison Unit at the Equity and Social Justice Branch at Footscray Park Campus on telephone: (03) 9688 4586.

Orientation

Orientation Week (O-Week) is an annual event which is held at the beginning of Semester 1. During this week, a wide range of events are organised by the individual Faculties and Student Union to provide opportunities for students to meet each other and also to gain an awareness of the activities and services provided by the various University departments.

The Student Union distributes an Orientation Handbook, 'The Survival Guide', is published annually and includes information about the Student Union, Clubs and Societies, services available to students and a range of extracurricular activities. Further information can be obtained from the Resource Centre or the Student Union office on the City Flinders, City King, Footscray Nicholson, Footscray Park, Melton, Newport, St Albans, Sunshine and Werribee Campuses. (Refer to Student Union section for Campus phone numbers).

Student Services

Student Services provides support to students in a variety of ways.

Staff provide academic support, personal and vocational counselling, help with finance, housing and health services.

Student Services offices are located on most campuses and are open Monday to Friday during normal working hours, or after hours by appointment. For further information contact Footscray Nicholson campus on 9284 8801, Footscray Park campus on 9688 4418, St Albans campus on 9365 2395 or visit our webpage: www.vu.edu.au/ss.

Accommodation

The University Student Housing Service provides students with a wide range of free and confidential services to assist with locating, securing and maintaining suitable accommodation. The Student Housing Database, including current accommodation listings, is now on the Internet to improve accessibility. The 'Housing Web' can be located at http://www.vu.edu.au/ss/housing and holds a current listing of all accommodation offered to the University. The Housing Web also provides a wide range of tenancy rights information and other information such as Real Estate Agent lists and Student Village information. It provides links to a wide range of appropriate housing related services including Share Accommodation, Public Transport and Emergency Housing Services. Accommodation offers can be placed directly onto the Housing Web.

The Housing Officer is based at Footscray Park Campus and can provide tenancy advice, referral and case management as well as assistance with general housing information. At other campuses, Student Services staff can assist with accommodation inquiries. For further information, contact the Housing Officer on telephone: (03) 9688 4420 or e-mail housing@vu.edu.au.

Chaplaincy

Chaplains are available at the St Albans and Footscray Park campuses. For information or appointments, telephone 9688 4490 (Footscray) or 9365 2292 (St Albans).

Counselling - Personal

Personal counselling is available at many of the campuses. Counselling can help students optimise their emotional, social and academic well being. Students are invited to discuss any personal, family or relationship matter with one of the counsellors. Some examples of issues discussed include loneliness, difficulty adjusting to life at the University, relationships, sexuality, family difficulties, grief and loss, self-confidence and anxiety. Counselling can be contacted by telephoning 9688 4418 or 9365 2306.

Financial Assistance

Assistance can be provided to students experiencing financial difficulties. As well as helping students to work out ways of budgeting and planning, the financial advisor/counsellor can assist with claims for Youth Allowance/Austudy and fee extensions.

When discussing your needs a counsellor may be able to help you with information about financial assistance. This may include such things as emergency relief, rent assistance and various forms of Centrelink benefits.

Youth Allowance/Austudy Applications

The Youth Allowance/Austudy schemes provide assistance to Australian citizens and permanent residents who are enrolled in approved courses at universities, TAFE institutes and other approved institutions in Australia. Generally, Youth Allowance is for persons up to age 24, Austudy 25 and over. Austudy is a scheme for Aboriginal and Torres Strait Islander students. The Pensioner Education Supplement (PES) is an additional payment available to students on certain Centrelink payments.

Assistance is subject to a means test and to certain conditions, including a minimum study load. Part time students under 21 years of age should note there is a provision for the payment of Youth Allowance for the sum of other approved activities such as job seeking, volunteer work, or training in addition to part time study. Ask the financial advisor/counsellor or seek a Centrelink interview.

A student who is eligible and qualifies for assistance may receive a living allowance and under special circumstances a fares allowance and rental assistance. Students may also apply for up to $500.00 advance on future instalments, recovered over 6 months; this can only be done once in a calendar year.

Claim forms are available on Campus, at secondary schools and Centrelink offices. Students are advised to lodge their initial claim with the nearest Centrelink office as soon as they enrol or re-enrol. Papers continuing in their current course will not have to submit another claim, but should return the Review Form sent to them within the stipulated time. Note that there is no provision for back pay if a student is not currently receiving benefits. It is important that an application for Austudy/Youth Allowance/Austudy be lodged as soon as possible.
Loans
Student Services administers a loan scheme for enrolled students of the University who can demonstrate a genuine need. Loans are available for living expenses, bonds and rent, purchase of books, equipment or other circumstances where a student's continued study is in jeopardy.

Application forms and information sheets are available on campus from Student Services on most campuses.

International Student Support
Two International Student Advisers provide services and programs for international students in Higher Education. They are also available to provide individual assistance and support.

TAFE International services are available at the Footscray Nicholson Street Campus, telephone: (03) 9284 4780.

Further information is available at Footscray Park Campus, telephone: (03) 9688 4477, St Albans Campus, telephone: (03) 9365 2399 or City Flinders Campus, telephone: (03) 9249 1159.

Further information relevant to International students is available from the International Branch at City Flinders Campus, telephone: +61 3 9248 1164.

Health Advice and Nursing Service
There are two health advisors (nurses) at the University. Typical issues that people consult the health advisors about include:

General health and wellbeing
Lifestyle issues
Women's health
Drug use issues
Men's health
Nutrition
Chronic illnesses
Family planning and sexual health
Pregnancy testing
Assistance with injuries and dressings
Referrals to community agencies

The health advisors can also be contacted through Student Services on 9688 4418.

Medical Centre
A Medical Centre is located at Student Services at the Footscray Park Campus in Building M, Level 2. Doctors consult on a sessional basis Monday to Thursday.

All consultations are bulk billed on presentation of a Medicare card. For international students the Medical Centre bills Medibank Private direct. This means international students do not have to pay after their consultation provided they have their current Medibank Private card with them and they fill out a claim form at the Medical Centre. For appointments phone Student Services on 9688 4418 or drop in to Student Services.

First Aid
There are first aiders on all campuses of the University. Lists of first aiders can be found on the Health Medical and Allied services web page: www.vu.edu.au/us/health/

First aiders are only to be contacted in more urgent or emergency situations. Examples of the sorts of things you might contact a first aider for include:

bleeding cuts
burns
joint injuries
suspected fractures
sudden illness
collapse

If a situation is life threatening, contact the Ambulance (0) 000 first. Be careful to state your location and the nature of the emergency. If possible have someone meet the paramedics at an easily accessible point.

Health and emergency centres close to each campus are also listed on the Health Medical and Allied services web page.

Pre-Existing Medical Condition
Any person with a pre-existing medical condition, e.g. heart condition, asthma, diabetes, or epilepsy, should make contact with one of the University's health officers (nurses) so that in an emergency the response can be quick and appropriate. The nurse can provide assistance in the management of a person's condition while studying at the University. All information is kept confidential.

Anyone wishing to advise a nurse of their medical condition can contact Student Services at the Footscray Nicholson Campus on 9284 3563, at the Footscray Park Campus on 9688 4417, or by calling Student Services on other campuses.

Student Learning Unit
The Student Learning Unit (SLU) forms part of the Centre for Educational Development and Support (CEDS).

Support is provided in the ways described in the following paragraphs.

Subject-Linked Classes
Certain subjects seem to present students with particular difficulties in the area of researching, academic reading and writing, oral presentation and/ or other academic skills.

CEDS SLU staff conduct support classes linked to these subjects which focus on the academic skills needed for successful completion of the assessment tasks in that subject. Classes are also offered on a similar basis in some areas of Maths such as Business Statistics, and in certain science subjects.
Further information about these classes is available from subject guides, subject lecturers, the CEDS SLU web site or directly from the SLU main office.

**General Classes**
CEDS SLU staff also conduct some general classes such as Reading and Writing for Engineering Students, and Summer and Winter Schools which are open to all students.

**Individual Appointments**
Postgraduate students may make individual or small group appointments to discuss their essay or thesis work. A very limited number of individual or small group appointments is available for undergraduate students who would like assistance with academic skills in some particular subjects where there is no linked CEDS SLU class.

**Email Consultations**
Students may consult a CEDS SLU lecturer about their work using email. However students should discuss this with the lecturer involved before sending work. Lecturers will comment on work, but not correct it.

**Further Information**
Contact Kim Borg or Bernadette Trickey CEDS Administrative Officers, on 9688 4744.

**Student Organisations**
The peak student body for the University is the Victoria University Student Union (VUSU). Under this umbrella there are a number of sections including the International Students Association, the Victoria University Postgraduate Association as well as many clubs and societies.

The VUSU provides a range of services through the Resource Centres and officers on each campus. These services are designed to make students’ time at the University smoother and more enjoyable, and include recreation, sports, activities, advice, representation, advocacy and campaign organising.

Further information can be obtained from the Union Diary and the Survival Guide or by contacting the Student Offices at the following campuses:

- **City Flinders:**
  - Student Union Office: (03) 9248 1221

- **City King:**
  - Student Union Office: (03) 9248 7831

- **Footscray Nicholson:**
  - Recreation Office: (03) 9284 8774
  - Recreation Centre: (03) 9284 8761
  - Student Union Office: (03) 9284 8534

- **Footscray Park:**
  - Union Reception/
    - General Enquiries: (03) 9688 4360
    - Resource Centre: (03) 9688 4302

**Melton:**
- Recreation Office: (03) 9747 7552
- Resource Centre: (03) 9747 7551

**Newport:**
- Resource Centre: (03) 9284 8474

**St Albans:**
- Student Union Office: (03) 9365 2706
- Resource Centre: (03) 9365 2638

**Sunbury:**
- Recreation Office: (03) 9218 3334
- Resource Centre: (03) 9218 3206

**Sunshine:**
- Student Union Office: (03) 9284 7258

**Werribee:**
- Recreation Office: (03) 9216 6260
- Resource Centre: (03) 9216 6206

**Alumni Association**
Alumni of the University include staff, graduates, current students, and members of the community who have a connection with Victoria University. Membership of the University’s Alumni Association enhances the opportunities of members to achieve their professional aspirations. Students, graduates and staff maintain contact with one another and organise reunions, networks and business functions.

Staff of the Alumni office provide support in developing member networks and Alumni Chapters. Chapters focus on a particular discipline and draw together graduates to form a network in a related field. There are currently Chapters in Graphic Arts, MBA, Recreational Fitness Leadership, Arts and Traditional Chinese Medicine.

Members of the Alumni Association are sent regular information on social activities, professional seminars, mentoring programs, activities within the University and activities organised by the various Alumni Chapters. Members also receive quarterly a copy of the University newspaper Nexus containing the Alumni supplement bulletin, and receive invitations to specifically targeted events organised by the Alumni Chapter in their field of study.

The Association also offers many complimentary member benefits. These include continuing use of the University’s library facilities after student members graduate, and discounts to a range of services such as car rental, travel, sporting goods, the University bookshop, newspaper subscriptions and hotel accommodation.

There are also several International Chapters of the Alumni Association for those graduates who return home overseas. To date, Chapters and/or networks have been developed in Hong Kong, India, Malaysia, Singapore, Taiwan and Thailand.

Membership for current students and first-year graduates is $11.00. The Alumni office is at the City Flinders Campus and is situated on the Ground Floor, 301 Flinders Lane, Melbourne. Telephone: +613 9248 1017; Fax: +613 9248 1007; Email: alumni@vu.edu.au

**Travel Concessions**
Rail and bus concession application forms are available at the start of each academic year from VU Student Union (Resource Centres).
Courses at Victoria University in 2002

This section lists all the courses offered by Victoria University in higher education and TAFE.

Note: All courses are offered subject to confirmation of PETE funding and authority to conduct, and minimum enrolment levels. List correct as at October 2001.

Undergraduate Courses and Programs

Faculty of Business and Law

SCHOOL OF ACCOUNTING AND FINANCE

BACHELOR OF BUSINESS

- Accounting
  - F, W, K
- Banking and Finance
  - F, K
- Strategic and Financial Management
  - F
- Accounting/Financial Management
  - F
- Accounting/Financial Management
  - F
- Accounting/Banking and Finance
  - F
- Accounting/Information Systems
  - F
- Accounting/Electronic Commerce
  - W
- Accounting/Small Enterprise Management
  - F
- Accounting/Hospitality Management
  - F
- Accounting/Commercial Law
  - F
- Accounting/Transport and Logistics
  - W
- Banking and Finance/International Trade
  - F
- Tourism Management/
  - Small Enterprise Management
  - F

BACHELOR OF BUSINESS COMBINED DEGREES

- Bachelor of Laws/Bachelor of Business Accounting
  - F
- Bachelor of Business Accounting/ Certificate IV in Information Technology (Dual Award)
  - W

SCHOOL OF APPLIED ECONOMICS

BACHELOR OF BUSINESS

- Retail Management
  - F
- International Trade
  - F, K
- Transport and Logistics
  - W
- Applied Economics
  - F
- Financial Risk Management
  - F
- Music Industry
  - F
- Applied Economics/International Trade
  - F
- Banking and Finance/International Trade
  - F
- Financial Risk Management/International Trade
  - F
- Financial Risk Management/Electronic Commerce
  - F
- International Trade/Retail Management
  - F
- International Trade/ Electronic Commerce
  - F
- Marketing/Applied Economics
  - F
- Marketing/International Trade
  - F, K

Campus Full-time Part-time

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### FACULTY OF BUSINESS AND LAW

- Music Industry/Marketing  F  Y  Y
- Music Industry/Electronic Commerce  F  Y  Y
- Retail Management/Marketing  F  Y  Y
- Retail Management/Electronic Commerce  F  Y  Y
- Transport and Logistics/Accounting  W  Y  Y
- Transport and Logistics/Electronic Commerce  W  Y  Y
- Bachelor of Business (Honours) International Trade  F,C  Y  Y
- Bachelor of Business (Honours) Applied Economics  F,C  Y  Y
- Bachelor of Business (Honours) Retail Management  F,C  Y  Y

### BACHELOR OF BUSINESS COMBINED DEGREES
- Bachelor of Laws/Bachelor of Business Applied Economics  F  Y  Y
- Bachelor of Laws/Bachelor of Business Music Industry  F  Y  Y
- Bachelor of Laws/Bachelor of Business International Trade  F  Y  Y

### SCHOOL OF HOSPITALITY, TOURISM AND MARKETING

#### BACHELOR OF BUSINESS
- Hospitality Management  F  Y  Y
- Tourism Management  F  Y  Y
- Marketing  F,B,K  Y  Y
- Accounting/Hospitality Management  F  Y  Y
- Hospitality/Tourism Management  F  Y  Y
- Hospitality Management/Human Resource Management  F  Y  Y
- Marketing/Hospitality Management  F  Y  Y
- Marketing/Tourism Management  F  Y  Y
- Regional Tourism Management  F  Y  Y
- Tourism/Small Enterprise Management  F  Y  Y
- Marketing/Accounting  F  Y  Y
- Marketing/International Trade  F,K  Y  Y
- Retail Management/Marketing  F  Y  Y
- Marketing/Electronic Commerce  F  Y  Y
- Marketing/Music Industry  F  Y  Y
- Hotel, Restaurant and Catering Management  F  Y  Y
- Management/Marketing  B  Y  Y
- Tourism Management/Information Systems  F  Y  Y
- Bachelor of Business (Honours) – Marketing  F,C  Y  Y

#### BACHELOR OF BUSINESS COMBINED DEGREES
- Bachelor of Laws/BA Tourism Management  F  Y  Y
- BA Asian Studies/BBus Tourism Management  F  Y  Y
- BA Recreation Management/BBus Tourism Management  F  Y  Y
- BA Sports Administration/BBus Marketing  B  Y  Y
- Bachelor of Business Marketing/Bachelor of Psychology  F  Y  Y
- Bachelor of Business Marketing/Advanced Diploma of Hospitality (Management)  B  Y  Y

### SCHOOL OF INFORMATION SYSTEMS

#### BACHELOR OF BUSINESS
- Information Systems  F  Y  Y
- Computer Systems Support  W,H  Y  Y
- Electronic Commerce  W  Y  Y
- Electronic Commerce/Transport and Logistics  W  Y  Y
- Accounting/Information Systems  F  Y  Y
- Tourism Management/Information Systems  F  Y  Y
- Electronic Commerce/Music Industry  F  Y  Y
- Electronic Commerce/International Trade  F  Y  Y
- Electronic Commerce/Retail Management  F  Y  Y
- Accounting/Electronic Commerce  W  Y  Y
- Bachelor of Business (Honours) Information Systems  F,C  Y  Y

#### BACHELOR OF BUSINESS COMBINED DEGREES
- Bachelor of Art/BBus Information Systems  S  Y  Y
- Bachelor of Laws/BBus Electronic Commerce  F  Y  Y
- Bachelor of Laws/BBus Electronic Commerce  F  Y  Y

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### School of Law

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BACHELOR OF LAWS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Entry</td>
<td>F,Q,Y,Y</td>
<td></td>
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<tr>
<td><strong>BACHELOR OF BUSINESS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commercial Law</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Accounting/Commercial Law</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>BACHELOR OF BUSINESS COMBINED DEGREES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/Bachelor of Arts</td>
<td>F,Q,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Accounting</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Electronic Commerce</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus International Trade</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Music Industry</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Marketing</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Tourism Management</td>
<td>F,Q,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Science</td>
<td>F,S,W,Q,Y</td>
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</tbody>
</table>

### Faculty of Business and Law

#### Bachelor of Business

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management</td>
<td>F,B,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service and Operations Management</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strategic and Financial Management</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hospitality Management/Human Resource Management</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management/Marketing</td>
<td>B,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Business (Honours) Management</td>
<td>F,C,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws/BBus Management</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BA Psychology/BBus Human Resource Management</td>
<td>F,Y,Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BA Sports Administration/BBus Management</td>
<td>B,Y,Y</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: The details of the programs, courses and subjects set out in this Handbook might change after publication. To ensure that the information about Faculty of Business and Law courses is still accurate, contact the Faculty of Business and Law Executive Officer on (03) 9688 4471.

### Faculty of Arts

#### GENERALIST DEGREE PROGRAMS

- Bachelor of Arts – Footscray                | F,Y,Y    |           |           |
- Bachelor of Arts – St. Albans               | S,Y,Y    |           |           |

#### SPECIALIST DEGREE PROGRAMS

- Bachelor of Arts (Advocacy & Mediation)      | F,Y,Y    |           |           |
- Bachelor of Arts (Asian Studies)             | F,Y,Y    |           |           |
- Bachelor of Arts (Community Development)     | F,Y,Y    |           |           |
- Asia-Pacific Stream                          | S,Y,Y    |           |           |
- Australian Stream (3rd year only)            | S,Y,Y    |           |           |
- Bachelor of Arts (Computer Mediated Art)     | S,Y,Y    |           |           |
- Bachelor of Arts (Globalisation Studies)     | F,Y,Y    |           |           |
- Bachelor of Arts (Human Services)            | S,Y,Y    |           |           |
- Bachelor of Arts (Legal Studies)             | F,Y,Y    |           |           |
- Bachelor of Arts (Multimedia)                | S,Y,Y    |           |           |
- Bachelor of Communication (Public Relations) | S,Y,Y    |           |           |
- Bachelor of Psychology                       | W,Y,Y    |           |           |
- Bachelor of Psychology (Interpersonal & Organisational) | S,Y,Y | | |
- Bachelor of Social Work (Preliminary Year)   | S,Y,Y    |           |           |
- Bachelor of Social Work                      | S,Y,Y    |           |           |
- Bachelor of Science (Psychology)             | S,Y,Y    |           |           |

#### COMBINED DEGREE PROGRAMS

- Bachelor of Arts/Bachelor of Business (Information Systems) | S,Y,Y    |           |           |
- Bachelor of Business (Tourism Management)              | F,Y,Y    |           |           |
- Bachelor of Arts (Asian Studies)                       | F,Y,Y    |           |           |
### Faculty of Business and Law

Bachelor of Business (Human Resource Management) | S | Y | Y
---|---|---|---
Bachelor of Arts | F | Y | Y
Bachelor of Arts/Diploma of Liberal Arts | F | Y | Y
Bachelor of Laws/Bachelor of Arts | F | Y | Y
Bachelor of Business (Marketing)/Bachelor of Psychology | F | Y | Y

### HONOURS PROGRAMS

Bachelor of Arts (Honours) | S,F | Y | Y
 Bachelor of Arts (Honours) / Computer Mediated Art and Multimedia | S | Y | N
 Bachelor of Arts (Honours - Psychology) | S | Y | Y
 Bachelor of Psychology (Honours) | S | Y | Y
 Bachelor of Science (Honours - Psychology) | S | Y | Y

**Note:** The details of the programs, courses and subjects set out in this Handbook might change after publication. To ensure that the information about Faculty of Arts courses is still accurate, contact the Faculty of Arts Executive Officer on (03) 9365 2369.

### Faculty of Engineering and Science

**Certificate in Foundation Studies** | F,S | Y | Y
---|---|---|---
Bachelor of Engineering/Bachelor of Science | F,S,W | Y | N
Bachelor of Engineering/Bachelor of Laws | F,S,W | Y | N
Bachelor of Science/Bachelor of Laws | F,S,W | Y | N

### SCHOOL OF THE BUILT ENVIRONMENT

Bachelor of Engineering
- Architectural Engineering | F | Y | Y
- Building Engineering | F | Y | Y
- Building Surveying | F | Y | Y
- Civil Engineering | F | Y | Y
- Mechanical Engineering | F | Y | Y
Bachelor of Science
- Engineering and Business | F | Y | Y
- Environmental Engineering | F | Y | Y

### SCHOOL OF COMMUNICATIONS AND INFORMATICS

Bachelor of Engineering
- Computer Engineering | F | Y | Y
- Electrical and Electronic Engineering | F | Y | Y
- Multimedia Telecommunications | F | Y | Y
Bachelor of Science
- Applied Physics and Computing | F | Y | Y
- Computer Science | F | Y | Y
- Computer and Mathematical Sciences | F | Y | Y
- Mathematical Sciences | F | Y | Y
- Computer Science and Aviation | F | Y | Y
- Computer Technology | F | Y | Y
- Optoelectronics | F | Y | Y
Bachelor of Science (Honours)
- Computer Technology | F | Y | n/a
- Physics | F | Y | n/a
- Computer and Mathematical Sciences | F | Y | n/a
- Computer Science | F | Y | n/a

### SCHOOL OF LIFESCIENCES AND TECHNOLOGY

Bachelor of Applied Science
- Chemistry | F | n/a | Y
Bachelor of Science
- Biomedical Sciences | F,S | Y | Y
- Medical and Environmental Biotechnology | S | Y | Y
- Medical, Forensic and Analytical Chemistry | F,W | Y | Y
- Medical, Forensic and Analytical Chemistry | F | Y | Y

School: Full-time Part-time
- Nutrition and Food Science | W | Y | Y
- Occupational Health and Safety | F | Y | Y
Bachelor of Science (Honours)
- Biology (Biotechnology) | W | Y | n/a
- Conservation Biology and Environmental Management | S | Y | n/a
- Nutrition and Food Science | W | Y | n/a
- Biomedical Sciences | F,S | Y | Y
Faculty of Human Development

**School of Education**

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Computer Mediated Art</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Computer Mediated Art &amp; Multimedia</td>
<td>M</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Education</td>
<td>F,M</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>Bachelor of Education (Nyerna Studies)</td>
<td>E</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

**School of Health Sciences**

**Non-Award Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid in the Workplace Certificate: Level 1 &amp; 2*</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate of Advanced Airway Management (Pre-hospital)*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Airway Management*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy (Pre-hospital)*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Venipuncture and Venous Cannulation*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Life Support (Pre-hospital)*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Life Support*</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Semi Automatic External Defibrillation*</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

**Award Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Health Science</td>
<td>J</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Clinical Dental Therapies</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Paramedic (3-Year Pre-service)</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Paramedic (1-Year Conversion)</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Chinese Medicine (Acupuncture)/(Chinese Herbal Medicine)</td>
<td>S</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>Bachelor of Science</td>
<td>C</td>
<td>Y</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**School of Human Movement, Recreation and Performance**

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fitness Instructor Module^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Aerobic Module^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Core Unit (Vic Fit)^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Aqua Module^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Personal Trainers Module^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Children and Adolescent Exercise Module^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Exercise to Music^</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
</tbody>
</table>
**Award Courses**

Bachelor of Applied Science
- Human Movement
  - F Y Y
- Human Movement/ Bachelor of Psychology
  - F Y Y
- Physical Education (Secondary)
  - F Y Y
- Physical Education and Physics#  
  - F Y Y

Bachelor of Arts
- Performance Studies
  - F Y n/a
- Performance and Multimedia
  - F Y n/a
- Fitness Leadership*
  - M Y Y
- Recreation Leadership
  - M,F Y Y
- Recreation Management
  - F Y n/a
- Recreation Management/ Bachelor of Business - Tourism Management
  - F Y Y
- Sports Administration
  - B Y Y
- Sports Administration/Bachelor of Business - Management
  - B Y Y
- Sports Administration/Bachelor of Business - Marketing
  - B Y Y

Bachelor of Applied Science (Honours)
- Human Movement
  - F Y n/a

Bachelor of Arts (Honours)
- Performance Studies
  - F Y Y
- Recreation Management
  - F Y Y

**School of Nursing**

Award Courses
Bachelor of Nursing (Pre-Registration)
- S Y Y

Bachelor of Health Science
- Nursing (Post-Registration)
  - S Y Y
- Nursing (Honours)
  - S Y Y

Bachelor of Midwifery#
- S Y n/a

*Continuing Education Courses
*Offered to continuing students only
#Subject to final accreditation

**Note:** The details of the programs, courses and subjects set out in this Handbook might change after the date of publication. To ensure that information about Faculty of Human Development courses is still accurate, contact the Faculty of Human Development Executive Officer on (03) 9688 4164.
Postgraduate Courses

Faculty of Business and Law

<table>
<thead>
<tr>
<th>VICTORIA GRADUATE SCHOOL OF BUSINESS</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Executive Studies (Offshore)</td>
<td>C,P,K,D,3</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business Administration</td>
<td>C,P,K,D</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business Administration (International)</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Business Administration</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SCHOOL OF ACCOUNTING AND FINANCE</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in Accounting</td>
<td>C,H,P,K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Accounting</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Finance</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Professional Accounting</td>
<td>C,H,P,K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>SCHOOL OF APPLIED ECONOMICS</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Master of Business in Business Economics</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in International Trade</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in International Music &amp; Entertainment Business</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Statistics</td>
<td>C</td>
<td>Y</td>
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</tr>
<tr>
<td>Graduate Certificate in Retail Management (Offshore)</td>
<td>C</td>
<td>Y</td>
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</tr>
<tr>
<td>Graduate Diploma in Retail Management (Offshore)</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
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<table>
<thead>
<tr>
<th>SCHOOL OF HOSPITALITY, TOURISM AND MARKETING</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Business in Hospitality Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Hospitality Management (Professional Practice)</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Marketing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business in Tourism Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business in Hospitality and Tourism Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business Electronic Commerce / Marketing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Hospitality and Tourism Education</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Sports Tourism</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C,R</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>F,C</td>
<td>Y</td>
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<table>
<thead>
<tr>
<th>SCHOOL OF INFORMATION SYSTEMS</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Certificate in Enterprise Resource Planning Systems</td>
<td>C</td>
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<td>Y</td>
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<tr>
<td>Master of Business, Enterprise Resource Planning Systems</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Business Computing</td>
<td>C,R</td>
<td>Y</td>
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<tr>
<td>Master of Business in Information Systems</td>
<td>C,R</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Business E-Commerce / Marketing</td>
<td>C</td>
<td>Y</td>
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</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
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<table>
<thead>
<tr>
<th>SCHOOL OF LAW</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Certificate in Australian Immigration Law</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma of International Commercial Law</td>
<td>D,K,P,H</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Masters in Comparative Commercial Law</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Masters of Laws</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Masters of International Commercial Law</td>
<td>D,K,P,H</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<table>
<thead>
<tr>
<th>School of Jurisprudence</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Doctor of Jurisprudence</td>
<td>C,Q</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
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<thead>
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<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Master of Business in Management Practice</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Event Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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</table>
FACULTY OF BUSINESS AND LAW

Master of Business in Industrial Relations/Human Resource Management  C Y Y
Master of Business by Research  C Y Y
Doctor of Philosophy  C Y Y

Note: The details of the programs, courses and subjects set out in this Handbook might change after publication. To ensure that the information about Faculty of Business and Law courses is still accurate, contact the Faculty of Business and Law Executive Officer on (03) 9688 4471.

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Faculty of Arts

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Higher Degrees by Research</td>
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<tr>
<td>Master of Arts by Research</td>
<td>S,F</td>
<td>Y</td>
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<tr>
<td>Doctor of Philosophy by Research</td>
<td>S,F</td>
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<tr>
<td>Master of Social Work by Research</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Postgraduate Programs by coursework</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Certificate in Asian and Pacific Studies (General Stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Asian and Pacific Studies</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Women's Studies</td>
<td>C</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Applied Psychology</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Asian and Pacific Studies (General Stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Asian and Pacific Studies (Community Development Stream)</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Communication</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Counselling</td>
<td>S</td>
<td>N</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Modern Languages</td>
<td>S</td>
<td>N</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Psychological Studies</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master in Counselling</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Arts in Asian and Pacific Studies (General Stream)</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Arts in Communication</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Arts in Women's Studies</td>
<td>C</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Applied Psychology</td>
<td>C</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>- Community Psychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Sport Psychology Stream</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Health Psychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Psychoanalysis</td>
<td>S</td>
<td>N</td>
<td>Y</td>
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<tr>
<td>Master of Psychology</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Clinical Psychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Clinical Neuropsychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Clinical Psychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Clinical Neuropsychology Stream</td>
<td>S</td>
<td>Y</td>
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Faculty of Engineering and Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Centre for Environmental Safety and Risk Engineering</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Performance-based Building and Fire Codes</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Building Fire Safety and Risk Engineering</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Coursework)</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Building Fire Safety and Risk Engineering</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Science in Occupational Safety and Health</td>
<td>W</td>
<td>n/a</td>
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</tbody>
</table>

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Master of Science in Occupational Hygiene

CENTRE FOR PACKAGING, TRANSPORTATION AND STORAGE
Doctor of Philosophy
Master of Engineering (Research)
Graduate Certificate
- Intermodal Freight Systems

SCHOOL OF COMMUNICATIONS AND INFORMATICS
Master of Engineering (Research)
Master of Science (Research)
Doctor of Philosophy
Graduate Diploma
- Communication Systems
- Computer Science
- Computer and Mathematical Sciences
- Multimedia Information Networking
- Software Engineering
Master of Engineering Science (Coursework)
- Computer Systems Engineering
Master of Engineering
- Microelectronic Engineering
- Electrical and Electronic Engineering
Master of Engineering Science (Coursework)
- Telecommunication Engineering
Master of Science
- Computer Science (coursework)
- Computer and Mathematical Sciences (coursework)
- Software Engineering

SCHOOL OF LIFE SCIENCES AND TECHNOLOGY
Doctor of Philosophy
Graduate Diploma
- Environmental Management
Master of Science (Coursework)
- Environmental Management
- Food Science and Technology
Master of Science (Research)

SCHOOL OF THE BUILT ENVIRONMENT
Doctor of Philosophy
Master of Engineering (Research)
Graduate Certificate
- Project Management
Graduate Diploma
- Project Management
Master of Engineering (Coursework)
- Project Management

Note: The details of the programs, courses and subjects set out in this Handbook might change after publication. To ensure that the information about Faculty of Engineering and Science courses is still accurate, contact the Faculty of Engineering and Science Executive Officer on (03) 9688 4191. For further information about Engineering and Science courses:

Faculty of Human Development

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Diploma in Dementia Care and Service</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>
| Graduate Program in Aged Services Management incorporating:
  - Graduate Diploma in Aged Services Management | C,O | Y | Y |
  - Master of Health Science – Aged Services Management | C | Y | Y |
| Graduate Certificate in Teaching Studies of Asia | F | Y | Y |
| Graduate Diploma in Secondary Education | F | Y | Y |
| Graduate Program in Education for Professional Development incorporating: | | | |
- Graduate Certificate in Education for Professional Development F n/a Y
- Graduate Diploma in Education for Professional Development F n/a Y
- Graduate Program in Education and Training
  - Graduate Certificate in Education and Training F n/a Y
  - Graduate Diploma in Education and Training F Y Y
  - Master of Education – Education and Training F Y Y
- Graduate Program in TESOL & Literacy
  - Graduate Certificate in TESOL F Y Y
  - Graduate Certificate in Literacy F Y Y
  - Graduate Diploma in TESOL F Y Y
  - Graduate Diploma in TESOL and Literacy F Y Y
  - Master of TESOL F Y Y
  - Master of TESOL and Literacy F Y Y
- Graduate Program in Tertiary Education
  - Graduate Certificate in Tertiary Education F n/a Y
  - Graduate Diploma in Tertiary Education F Y Y
  - Graduate Program in Experiential Learning & Development F Y Y
  - Graduate Certificate in Experiential Learning & Development F Y Y
- Graduate Program in Tertiary Education
  - Graduate Certificate in Tertiary Education F n/a Y
  - Graduate Diploma in Tertiary Education F Y Y
  - Graduate Program in Experiential Learning & Development F Y Y
  - Graduate Certificate in Experiential Learning & Development F Y Y
  - Master of Education – Experiential Learning & Development F Y Y
  - Master of Education (by Research) F,M Y Y
  - Doctor of Education F Y Y
  - Doctor of Philosophy F Y Y

School of Health Sciences
Graduate Diploma in Clinical Chinese Medicine S Y Y
Graduate Diploma in Complementary Therapies S Y Y
Graduate Diploma in Prepared Chinese Medicine C,S Y Y
Graduate Diploma in Western Herbal Medicine C Y Y
Graduate Program in Paramedicine and Pre Hospital Care
  - Graduate Certificate in Aeromedical Care I Y Y
  - Graduate Certificate in Aeromedical Rescue & Retrieval I Y Y
  - Graduate Certificate in Emergency Service Education# I Y Y
  - Graduate Certificate in Emergency Service Management# I Y Y
  - Graduate Certificate in Hyperbaric Medicine I Y Y
  - Graduate Certificate in Intensive Care Paramedic I Y Y
  - Graduate Certificate in Paediatric Emergencies# I Y Y
  - Graduate Certificate in Paramedic Practitioner I Y Y
  - Graduate Certificate in Pre-Hospital Care I Y Y
  - Graduate Diploma in Paramedics I Y Y
  - Graduate Diploma in Pre-Hospital Care I Y Y

Campus Full-time Part-time

Master of Health Science
- Osteopathy C Y n/a
- Osteopathy (for medical practitioners) C n/a Y
- (by Coursework) S Y Y
- (by Research) S Y Y
- Doctor of Philosophy S Y Y

School of Human Movement, Recreation and Performance
Graduate Diploma in Exercise and Sport Sciences F Y Y
Graduate Program in Ageing, Disability and Recreation Management
  - Graduate Certificate in Ageing, Disability & Leisure F Y Y
  - Graduate Certificate in Ageing, Disability & Recreation Management F Y Y
  - Graduate Diploma in Ageing, Disability & Recreation Management F Y Y
  - Master of Arts – Ageing, Disability & Recreation Management F Y Y
  - Graduate Program in Loss and Grief

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### COURSES AT VICTORIA UNIVERSITY IN 2002

<table>
<thead>
<tr>
<th>Program / Diploma / Certificate</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in Loss and Grief Education</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Loss and Grief Counselling</td>
<td>C*</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Loss and Grief Counselling</td>
<td>C*</td>
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<tr>
<td>Graduate Program in Sport and Recreation Management incorporating:</td>
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<tr>
<td>- Graduate Certificate in Sport &amp; Recreation Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Sport &amp; Recreation Management/Operations</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>- Graduate Diploma in Sport &amp; Recreation Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Master of Arts - Sport &amp; Recreation Management (by coursework)</td>
<td>F</td>
<td>Y</td>
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</tr>
<tr>
<td>Graduate Program in Sport Business incorporating:</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Diploma in Sport Business</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Master of Sport Business</td>
<td>C</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Exercise Rehabilitation incorporating:</td>
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</tr>
<tr>
<td>Graduate Diploma in Exercise for Rehabilitation</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Applied Science - Exercise Rehabilitation</td>
<td>F</td>
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<td>Y</td>
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<tr>
<td>Master of Applied Science</td>
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<tr>
<td>- Human Performance (by coursework)</td>
<td>F</td>
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<tr>
<td>- (by Research)</td>
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<tr>
<td>Master of Arts (by Research)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C,F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>*Two subjects will be taught at the St Albans Campus.</td>
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### School of Nursing

<table>
<thead>
<tr>
<th>Program / Diploma / Certificate</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Diploma in Substance Abuse Studies</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Nursing incorporating:</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Cardiac/homocystic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Cancer Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Emergency Nursing</td>
<td>S</td>
<td>Y</td>
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</tr>
<tr>
<td>- Graduate Certificate in Geriatric Nursing#</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Paediatric Nursing</td>
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<td>Y</td>
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</tr>
<tr>
<td>- Graduate Diploma in Cardiac/homocystic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Cancer Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Emergency Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Geriatric Nursing#</td>
<td>S</td>
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</tr>
<tr>
<td>- Graduate Diploma in Neuroscience Nursing</td>
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<tr>
<td>- Graduate Diploma in Orthopaedic Nursing</td>
<td>S</td>
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<tr>
<td>- Graduate Diploma in Paediatric Nursing</td>
<td>S</td>
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<tr>
<td>- Graduate Diploma in Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

#Subject to final accreditation

**Note:** The details of the programs, courses and subjects set out in this Handbook might change after the date of publication. To ensure that information about Faculty of Human Development courses is still accurate, contact the Faculty of Human Development Executive Officer on (03) 9688 4164.
### Victoria University TAFE Courses 2002

This section lists all the courses offered by Victoria University in TAFE and higher education. All courses are offered subject to confirmation of PETE funding and authority to conduct, and minimum enrolment levels. List correct as at October 2001.

**Note:** Each course name is followed by its course code. If the course also includes a name in square brackets [], this is the ‘local’ course title used by Victoria University.

#### School of Building, Electrical and Information Technology

**BUILDING AND CONSTRUCTION DEPARTMENT**
- Certificate I in Boatbuilding: 15562VIC [Pre-Apprenticeship]
- Certificate II in Boatbuilding: 15563VIC [Traineeship]
- Certificate III in Boatbuilding: 15564VIC [Apprenticeship]
- Certificate I in Construction: BCG10198
- Certificate II in General Construction (Bricklaying): BCG20198B [Bricklaying – Pre-Apprenticeship]
- Certificate III in General Construction (Carpentry): BCG30698 [Apprenticeship]
- Certificate I in Furnishing (Furniture Manufacturing): 2202ACC [Cabinet Making]
- Certificate II in Furnishing (Cabinet Making): 2302ABC [Apprenticeship]
- Diploma of Building Design and Drafting: SA3474
- Certificate IV in Building Drafting: A3476
- Diploma of Building: SA3475
- Certificate IV in Building: SA3477
- Diploma of the Built Environment: SA3472
- Diploma of Building Surveying: SA3473

**BUILDING SERVICES AND SPECIAL TRADES DEPARTMENT**
- Apprenticeship Certificate in Plumbing and Gasfitting: 20085VIC
- Certificate IV in Plumbing (Services Design): 2402ADC
- Certificate II in General Construction (Painting & Decorating): BCG30498 [Apprenticeship]
- Apprenticeship Certificate in Sign Industry: 20088VIC
- Certificate II in Sign Industry: 20087VIC
- Certificate IV in Sign Technology: 21000VIC

**ELECTROTECHNOLOGY DEPARTMENT**
- Certificate I in Electrical (Pre-Apprenticeship): 14345VIC
- Certificate IV in Electrical: 2406ANC [Motor Control Stream]
- Diploma of Computer (Internetworking): Systems2506AJC
- Certificate IV in Computer (Internetworking): Systems2406APC
- Certificate II in Computer (Internetworking): Systems2206AJC
- Certificate I in Computer (Internetworking): Systems2106AHIC
- Certificate III in Electrotechnology Communications: UTE30499 [Streams in Broadband, Microwave and Satellite]
- Advanced Diploma in Electronics Engineering Analogue and Digital: UTE60399
- Advanced Diploma in Computer Systems Engineering: UTE60199

**INFORMATION TECHNOLOGY DEPARTMENT**
- Certificate II in Information Technology (Computer Applications): 2209ABC
- Certificate III in Information Technology (Software Applications): ICA30199 [Web Pages]
- Certificate IV in Information Technology: ICA20199
- Certificate IV in Multimedia: 14933VIC
- Diploma of Information Technology (Software Development): ICA50299
- Diploma of Multimedia: 14934VIC
Diploma of Information Technology [Specialising in Network and Internet Technologies]

School of Business

ADMINISTRATIVE AND LEGAL STUDIES DEPARTMENT
Certificate IV in Electronic Publishing 2403AFC incorporating Certificate II in Desktop Publishing 2203AFC
Certificate III in Business (Legal Administration) BSA 30200
Certificate IV in Business (Legal Services) BSA 40200
Advanced Diploma of Business (Legal Practice) 20053VIC
Diploma of Business (Administration) BSA 30197
Certificate IV in Business (Administration) BSA 40197
Certificate III in Business (Office Administration) BSA 30197
Certificate II in Business (Office Administration) BSA 20197

MANAGEMENT AND MARKETING DEPARTMENT
Diploma of Frontline Management QLD 7042
Certificate IV in Frontline Management QLD 7041
Certificate III in Frontline Management QLD 7040
Certificate IV in Business (Human Resource Administration) 20051VICA
Diploma of Business (Human Resource Operations) 20051VICA
Advanced Diploma of Business (Human Resource Management) 20055VICA

Diploma of Management 14246ACT
Diploma of Management 14244ACT
Certificate IV in Management 14248ACT
Certificate III in Management 14249ACT

Advanced Diploma of Business (Operations Management) 20055VICA
Certificate IV in Business (Operations Management) 20051VICA
Certificate IV in Business (Advertising) 20051VICA
Diploma of Business (Advertising) 20055VICA

Diploma of Business (Marketing) 20055VICA
Certificate IV in Business (Sales and Marketing) 20051VICA
Advanced Diploma of Business (International Business) 20055VICA
Diploma of Business (International Trade) 20055VICA
Certificate IV in Business (International Trade) 20051VICA

Advanced Diploma of Business (Public Relations) 20055VICA-D

FINANCIAL SERVICES DEPARTMENT
Certificate III in Financial Services FN 30599
Certificate III in Financial Services FN 30599
Advanced Diploma in Accounting FN 30609
Diploma in Accounting FN 30529
Diploma in Business (Banking and Finance) 90025NSW
Course in Real Estate for Agents' Representatives 2004AAA
Certificate IV in Business (Estate Agency Practice) 2004ADA
Course in Introduction to Call Centre Operations RCH 107
Certificate II in Telecommunications (Call Centres) ICT 20499
Certificate III in Telecommunications (Call Centres) ICT 30599
Certificate IV in Telecommunications (Call Centres) ICT 40599
Diploma in Customer Contact Management 3113BBCCM01 [contact Department for details]

WESTERN BUSINESS ENTERPRISE CENTRE
Certificate II in Security (Guarding) PRS 20188
Certificate III in Security (Guarding) PRS 20190
Certificate III in Small Business Management 2304A CC
Certificate IV in Small Business Management 15700SA
Diploma of Small Business Management 15702SA
Certificate IV in Business Facilitation 3113WS 57

School of Engineering, Science and Industrial Skills

AUTOMOTIVE AND FABRICATION DEPARTMENT
Certificate I in Engineering MEM 10198F
Certificate II in Engineering (Production) MEM 20198F
Certificate II in Engineering (Production Technology) MEM 20298F
Certificate III in Engineering (Production Systems) MEM 30198F
Certificate III in Engineering (Fabrication) MEM 30398 [Light and Heavy]
Certificate IV in Engineering (Fabrication) 20041VICA [Fabrication]
Advanced Diploma of Engineering Technology 2002 0/VIC [Fabrication]
Diploma of Engineering Technology 2001 9/VIC [Fabrication]
Certificate II in Automotive Administration (Clerical) AUR10199
Certificate II in Automotive Mechanical (Driveline) AUR20999
Certificate II in Automotive Mechanical (Exhaust Fitting and Repair) AUR21099
Certificate II in Automotive Mechanical (Radiator Repairs) AUR12199
Certificate II in Automotive Mechanical (Steering and Suspension) AUR21399
Certificate II in Automotive Mechanical (Tyre Fitting and Repair Light) AUR21599
Certificate II in Automotive Mechanical (Underbody) AUR21799
Certificate II in Automotive Technology 21110/VIC
Certificate III in Automotive - Repair, Services and Retail 2306AGB [Streams in Light Vehicle Mechanic, Panel Beating, Vehicle Painting]
Certificate III in Automotive Mechanical (Automotive Transmission) AUR30299
Certificate III in Automotive Mechanical (Brakes) AUR30399
Certificate III in Automotive Mechanical (Diesel Fuel Specialist) AUR30599
Certificate III in Automotive Mechanical (Drive Line) AUR30699
Certificate III in Automotive Mechanical (Light Vehicle) AUR31099
Certificate III in Automotive Mechanical (Motor Cycle) AUR31199
Certificate II in Automotive Sales (Automotive Aftermarket) AUR22199
Certificate II in Automotive Sales (Replacement Parts and Accessories) AUR22399
Certificate II in Automotive Sales (Vehicle) AUR22599
Certificate II in Automotive Sales (Warehousing) AUR22799
Certificate III in Automotive Sales (Parts Interpretation) AUR31399
Certificate II in Automotive Vehicle Body (Accessory Fitting - Mechanical) AUR22499
Certificate II in Automotive Vehicle Body (Body Repair - Mechanical) AUR22599
Certificate II in Automotive Vehicle Body (Panel Beating) AUR22699
Certificate III in Automotive Vehicle Body (Panel Beating) AUR31699
Certificate III in Automotive Vehicle Body (Vehicle Painting) AUR31899
Certificate IV in Automotive Sales (Services) AUR40199
Certificate III in Bicycles (Mechanics) AUR31999
Certificate III in Bicycles (Sales) AUR32099
Certificate II in Bicycles (Sales) (Warehouse) AUR32299
Certificate II in Bicycles (Parts Interpretation) AUR32399
Certificate II in Marine (Cranes) AUR32499
Certificate III in Marine (Cranes) AUR32599
Certificate III in Marine (Installation) AUR32299
Certificate III in Marine (Sales) AUR32399
Certificate II in Outdoor Power Equipment (Services) AUR32499
Certificate III in Outdoor Power Equipment (Mechanics) AUR32599
Certificate III in Outdoor Power Equipment (Sales) AUR32699

INDUSTRIAL SKILLS TRAINING CENTRE
Course in Cranes (Contact Department for details)
Course in Rigging - Basic (Contact Department for details)
Course in Rigging - Intermediate (Contact Department for details)
Course in Rigging - Advanced (Contact Department for details)
Course in Safe Lifting (Load Slinging) (Contact Department for details)
Course in Scaffolding - Basic (Contact Department for details)
Course in Scaffolding - Intermediate (Contact Department for details)
Course in Scaffolding - Advanced (Contact Department for details)
Course in Dogging (Contact Department for details)
Course in Earthmoving (Contact Department for details)
Course in Trench Shoring and Safety (Contact Department for details)
Course in Forklift Operation (Contact Department for details)
Course in Elevating Platform Vehicle Operation (Contact Department for details)
Driver Training (Contact Department for details)
Driver Education (Contact Department for details)
Certificate III in Civil Construction (Plant) BCC30198
Certificate III in General Construction BCG3398
Certificate I in Transport and Distribution (Warehousing) TDT10197
Certificate II in Transport and Distribution (Warehousing) TDT30197
Certificate III in Transport and Distribution (Warehousing) TDT30297
Certificate I in Transport and Distribution (Road Transport) TDT10297
Certificate III in Transport and Distribution (Road Transport) TDT30297

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Certificate II in Transport and Distribution (Road Transport)TDT20297
Certificate III in Transport and Distribution (Mobile Crane Operations)TDT30998
Certificate IV in Transport and Distribution (Mobile Crane Operations)TDT40998
Certificate III in Road Transport (Motor Vehicle Driving Instruction)G311AE
Course in Dangerous Goods2011ADC

MECHANICAL MANUFACTURING AND CIVIL ENGINEERING DEPARTMENT
Certificate I in Engineering Technology2106AIC
Certificate II in Engineering (Production)MEM10198
Certificate II in Engineering (Production Technology)MEM20298
Certificate III in Engineering (Production Systems)MEM30198
Certificate III in Engineering (Mechanical Trades)MEM30298
Certificate III in Engineering (Technician)MEM30598
Certificate IV in Engineering Technology20018VIC
Certificate IV in Higher Engineering TradeMEM40198
Diploma of Engineering Technology20019VIC [Streams in Civil, Manufacturing, Mechanical, and Mechatronics]
Advanced Diploma of Engineering Technology20020VIC [Streams in Civil, Manufacturing, Mechanical, and Mechatronics]

SCIENCE AND FOOD TECHNOLOGY DEPARTMENT
Certificate II in Science (Bridging)2212AMC
Certificate III in Science (Bridging)2312ACC
Certificate II in Animal StudiesRUV20198
Certificate III in Animal StudiesRUV30198
Certificate III in Animal TechnologyQLD3757
Certificate IV in Animal Technology2411AIC
Diploma of Applied Science (Animal Technology)QLD3522
Certificate IV in Veterinary NursingRUV40198
Certificate III in Occupational Health & SafetyQLD1891
Certificate IV in Occupational Health & SafetyQLD1892
Diploma of Occupational Health & SafetyQLD1891
Certificate III in Health (Hospital Pharmacy Technician)2307AEC
Certificate IV in Food Technology2406ASC
Certificate IV in Transport and Distribution (Logistics)TDT40197
Diploma of Transport Distribution (Logistics)TDT51098
Advanced Diploma of Transport Distribution (Logistics)TDT61098
Certificate III in Laboratory SkillsQLD3758
Certificate IV in Laboratory TechniquesPML40199
Diploma of Laboratory TechnologyPML50199
Diploma of Laboratory Technology (Process Manufacturing Testing)PML50199
Diploma of Laboratory Technology (Pathology Testing)PML50199
Diploma of Laboratory Technology (Biological and Environmental Testing)PML50199
Diploma of Laboratory Technology (Food Testing)PML50199
Advanced Diploma of Laboratory OperationsPML60199
Certificate II in HorticultureRUH20198
Certificate II in Horticulture (Production)RUH20898
Certificate II in Horticulture (Nursery)RUH20398
Certificate II in Horticulture (Arboriculture)RUH20298
Certificate II in Horticulture (Landscape)RUH20498
Certificate II in Horticulture (Turf Management)RUH20798
Certificate II in Horticulture (Floriculture)RUH20398
Certificate II in Horticulture (Landscape)RUH20498
Diploma in Natural Resource Management2509ACC

School of Further Education and Employment Services

ADULT LITERACY AND WORK EDUCATION DEPARTMENT
Certificate I in General Education for Adults (Foundation)2212AFC
Certificate II in General Education for Adults2212AKC
Certificate II in General Education for Adults (Further Study)2212ALC
Specialised Programs
Certificate I in Vocational Studies (Transport and Distribution)15598VIC
Diploma of Further Education21015VIC
Certificate IV in Further Education21014VIC
Certificate I in Work Education2108VIC

ARTS AND PREPARATORY PROGRAMS DEPARTMENT
Diploma of Arts (Small Companies and Community Theatre)21052VIC
Diploma of Arts (Professional Writing and Editing)21124VIC
Certificate IV in Professional Writing and Editing21123VIC
Access Program - Women2100KFM
Science for Nurses2290HZB [Gateway to Nursing and the Health Sciences] Preparation for Tertiary Studies [Arts]2200LZO
Certificate I in ESL Access14378VIC
Certificate II in ESL Access14379VIC
Certificate I in General Education for Adults (Foundation)2112AFC
Certificate II in General Education for Adults2212AKC
Certificate II in General Education for Adults (Further Study)2212ALC
Diploma of Liberal Arts2503ANC
Certificate IV in Liberal Arts2503AGC

Adult Victorian Certificate of Education (VCE)2200LZY

MUSIC PROGRAMS
Certificate IV in Music Industry Skills (Performance Composition)13057VIC
Certificate IV in Music Industry Skills (Sound Production)14266VIC
Diploma of Sound Production14475VIC
Diploma of Contemporary Music (Performance Composition)13058VIC
Certificate IV in Music Industry (Business)CUS40301

LANGUAGE STUDIES DEPARTMENT
Certificate IV in ESL (Academic Purposes)14374VIC
Certificate IV in ESL (Vocational Purposes)14377VIC
Certificate II in ESL (Academic Purposes)14372VIC
Certificate II in ESL (Vocational Purposes)14375VIC
Certificate II in ESL (Access)14379VIC
Certificate I in ESL (Access)14378VIC
English as a Second Language1001D [Academic Purposes]

School of Human Services, Art and Multimedia

ART, DESIGN AND MULTIMEDIA DEPARTMENT
Diploma of Arts (Graphic Arts)12861VIC
Diploma of Arts (Visual Art)12857VIC

Certificate IV in Arts (Applied Design)15727VIC
Advanced Diploma of Art (Electronic Design and Interactive Media)2603AAC
Advanced Diploma of Arts (Graphic Design)13056VIC
Certificate II in Arts (Interactive Multimedia)20206GB

CHILD STUDIES DEPARTMENT
Diploma of Community Services (Children’s Services)CHC50399
Certificate IV in Community Services (Children’s Services)CHC40399
Certificate III in Community Services (Children’s Services)CHC30399
Advanced Diploma in Community Services (Children’s Services)CHC60399

HEALTH SERVICES UNIT
Certificate IV in Health (Nursing)2407AD C
Certificate IV in Pathology Collection2407ALC

LIBRARY STUDIES UNIT
Diploma in Library and Information ServicesCUL50199
Certificate III in Library and Information ServicesCUL30199

SOCIAL AND COMMUNITY STUDIES DEPARTMENT
Diploma of Community Services (Welfare Studies)2507ABC
Diploma of Social Science (Justice)2404AJC
Certificate IV of Social Science (Justice)2404AIC
Diploma of Community Services (Community Work)CHC50699
Diploma of Community Services (Youth Work)CHC50999
Diploma of Business (Community Services and Health Management)2504AIC
Diploma of Community Services (Disability Work)CHC50799
Diploma of Community Services (Alcohol and Other Drugs Work)CHC50299
Certificate III in Community Services (Disability Work)CHC30799
Certificate IV in Community Services (Disability Work)CHC40799
Certificate II in Community Services (Community Work)CHC20499
Certificate III in Community Services (Community Work)CHC30699
VICTORIA UNIVERSITY TAFE COURSES 2002

Certificate IV in Community Services (Aged Care Work) CHC40199
Diploma in Counselling 3113G W40

SPORT AND RECREATION DEPARTMENT
Graduate Certificate in Career Counselling for Elite Performers (Dance/Music/Sport) [contact Department for details]
Certificate III in Fitness SRF30201 [contact Department for details]
Certificate II in Sport and Recreation SRO20199
Certificate III in Sport and Recreation SRO30199
Certificate IV in Sport and Recreation SRO40199
Certificate IV in Sport (Development) SRS40399
Certificate IV of Sports Science (Golf) SRS31399
Diploma of Sports Science (Golf) SRS36
Diploma of Sport and Recreation SRO50199
Certificate III in Racing (Greyhound) - Kennelhand level 2 RGR30598

Certificate II in Indoor Cycling SRO20199
Certificate III in Sport and Recreation SRO30199
Certificate IV in Sport and Recreation SRO40199
Certificate IV of Sports Science (Golf) SRS31399
Diploma of Sports Science (Golf) SRS36
Diploma of Sport and Recreation SRO50199
Certificate III in Racing (Greyhound) - Kennelhand level 2 RGR30598

HOSPITALITY AND TOURISM DEPARTMENT
Certificate I in Hospitality (Kitchen Operations) THH11197
Certificate I in Hospitality (Operations) THH11097
Certificate II in Hospitality (Operations) THH21897 [Food and Beverage Services]
Certificate II in Hospitality (Operations) THH21897 [Housekeeping/ Front Office]
Certificate II in Hospitality (Commercial Cookery) THH21397
Certificate III in Hospitality (Commercial Cookery) THH31597
Certificate III in Hospitality (Accommodation Services) THH33297
Certificate IV in Hospitality (Food and Beverage Supervision) THH42397
Diploma of Hospitality (Management) THH51297
Advanced Diploma of Hospitality (Management) THH60097
Certificate IV in Tourism (Team Leading) THT40298
Certificate IV in Tourism (Sales and Marketing) THT40198
Certificate III in Tourism (Visitor Information Services) THT30698
Certificate III in Tourism (Tour Operations) THT30498
Certificate III in Tourism (Retail Travel Sales) THT30298
Diploma of Tourism (Marketing and Product Development) THT50198
Advanced Diploma of Tourism Management THT60098 [Marketing and Product Development]
Diploma of Tourism (Operations Management) THT50398
Advanced Diploma of Tourism Management THT60198 [Operations Management]