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How to use this book
Welcome to the Faculty of Business and Law Handbook 2003. 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 alpha-numeric 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
This Handbook is also on Victoria University’s web site 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 and most internationally active 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 availability 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 and LLB double degree 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 Juridical 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 Victorian Law School is based in the Old Records Office located in the centre of the legal precinct in 295 Queen Street Melbourne. Most other Schools are based at the Footscray Park Campus.

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

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Professor

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Elsa Underhill BCom, MComM db A IRAANZ, AS CP A

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Articulation

The Faculty of Business and Law provides special opportunities for holders of relevant TAFE qualifications to enter its programs, usually with advanced standing. The University supports the principle of articulation between sectors, thus providing flexible pathways and access between TAFE and Higher Education programs. Articulation is the term used to facilitate and maximise opportunities for credit transfer between TAFE and Higher Education. It is designed to be a multi-directional process enabling movement with appropriate credits where possible between TAFE and Higher Education courses.

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 RPL’, for more information.

Co-operative Education Requirements for 2003

Rules for Co-operative Education (subject code: BBB 3333)

Satisfactory completion of the subject Co-operative Education requires participation in two distinct phases of the program:

1) the Co-operative Education Preparation Program undertaken in a student’s second year of study (registration only is required), and

2) Co-operative Employment, which follows successful completion of the Co-op Preparation Program, usually in the third year of the students’ four year degree course (complete academic subject enrolment is required).

Compulsory Co-operative Education

The following undergraduate degrees of the Faculty of Business and Law require completion of the Co-operative Education Preparation Program and subsequent Co-operative Employment as a compulsory element of the course:

Bachelor of Business in:
- Accounting/ Hospitality Management
- Hospitality Management
- Hospitality/ Human Resource Management
- Hospitality/ Tourism Management
- Hotel, Restaurant and Catering Management
- Marketing/ Hospitality Management
- Marketing/ Tourism Management, and
- Tourism Management.

1. The Co-operative Education Preparation Program

1.1 To participate in Co-operative Education second year students enrolled in the above courses must actively participate in the Co-operative Education Preparation Program which includes the requirement to submit a Co-operative Education Registration Form and resume at the appropriate standard by the due date each year, attend all lectures, seminars, careers expos and events designed specifically for the Co-operative Education Preparation Program and provide, maintain and regularly review a current e-mail address for appropriate ‘Co-op’ communications.

1.2 Following the registration 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.

1.3 Students wishing to independently seek co-operative employment are required to liaise with and gain permission and approval of the relevant Co-operative Co-ordinator prior to soliciting employment from any employer.

2. Co-operative Employment

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

2.2 It is the function of staff of the Co-operative Education Unit to assist students to gain a suitable Co-operative Education position that meets the specified criteria for Co-operative employment (refer to the Co-operative Education Handbook for full details.)

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

2.4 Co-operative employment (i.e. an approved Co-operative Education position) is a minimum of 40 weeks in duration.

2.5 Students may undertake classroom coursework subjects whilst employed on Co-op and enrolled in the Co-op position by the commencement of the first academic semester in the home country of the International Student or any other overseas country (depending on local visa regulations).

2.6 International students (those without Australian permanent residential status) will liaise with the Melbourne based Co-operative Education Co-ordinators responsible for assisting International students. Co-operative Education positions must be in the home country of the International Student or any other overseas country (depending on local visa regulations).

2.7 Students who are eligible to undertake co-operative employment yet have not confirmed a suitable 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 commencement of the teaching year. Students subsequently confirming a suitable 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.

2.8 Students must abide by the course requirements relating to their specific program.

Failure to comply with course requirements may result in students being precluded from undertaking the Co-operative Education subject.

The subject Co-operative Education, due to its duration, is equivalent to a full-time one-year academic (classroom) load. It therefore represents a significant portion of a student’s course. As such, withdrawal may lead to the consideration of a student being accorded the status of ‘Unsatisfactory Progress’ in their studies. (‘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.’) Consequently, students considering withdrawal from the subject Co-operative Education should, in the first instance, liaise with their respective Co-operative Education Co-ordinator.
Rules for Business Integrated Learning (subject code: BBB 3111)
Satisfactory completion of the subject Business Integrated Learning requires participation in two distinct phases of the program:

1) the Co-operative Education Preparation Program undertaken in a students' second year of study (registration only is required), and

2) Business Integrated Learning industry experience, which follows successful completion of the Co-op Preparation Program, usually in the third year of the students' degree course (complete academic subject enrolment is required).

The Co-operative Education Preparation Program and Business Integrated Learning

To participate in Business Integrated Learning second year students must actively participate in the Co-operative Education Preparation Program which includes the requirement to submit a Co-operative Education Registration Form and resume at the appropriate standard by the due date each year, attend all lectures, seminars, careers expos and events designed specifically for the Co-operative Education Preparation Program and provide, maintain and regularly review a current e-mail address for appropriate Co-op communications.

Following the registration 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 an approved Business Integrated Learning position.

Students wishing to independently seek Business Integrated Learning industry experience are required to liaise with and gain permission and approval of the relevant Co-operative Co-ordinator prior to soliciting industry experience from any organisation.

Students must obtain a copy of the Business Integrated Learning Students' Guide from their respective Co-operative Education Co-ordinator and follow the procedures set down for participation in this subject.

Co-operative Education Prizes

- Co-operative Education Unit Prize for Best Overall Co-operative Education Student
- Billy Can Tours Travel Prize for Best Tourism Student or Graduate undertaking an interstate/ overseas Co-operative Education/ Graduate position
- Chartered Institute of Logistics and Transport Australia (Victoria) Prize for Best Transport & Logistics Co-operative Education Student
- Co-operative Education Registration Form and resume at the appropriate standard by the due date each year, attend all lectures, seminars, careers expos and events designed specifically for the Co-operative Education Preparation Program and provide, maintain and regularly review a current e-mail address for appropriate Co-op communications.
- Melbourne Airport Chair in Marketing Prize
- Student Council Exchanges Prize
- Hotel Sofitel Prize
- Students wishing to independently seek Business Integrated Learning industry experience are required to liaise with and gain permission and approval of the relevant Co-operative Co-ordinator prior to soliciting industry experience from any organisation.
- Students must obtain a copy of the Business Integrated Learning Students' Guide from their respective Co-operative Education Co-ordinator and follow the procedures set down for participation in this subject.

- Chartered Institute of Logistics and Transport Australia (Victoria) Prize
- Council Exchange Prize for Best Tourism Co-operative Education Student
- H otel Sofitel Prize for Best Hospitality Co-operative Education Student
- Melbourne Airport Chair in Marketing Prize for Best Marketing Co-operative Education Student
- Best Co-operative Education Student of the Year (in each of the following disciplines): Accounting, Applied Economics, Banking & Finance, Commercial Law, Information Systems, International Trade and Management

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 teaching period. In determining course progress, a student's course load as at census dates prescribed by the University 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 Undergraduate 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.

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.

Deferment (Commencing Students)

Deferment will not be granted to applicants who have been offered a place in a course.
School of Accounting and Finance

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:

Core Subjects
BCO1102 Information Systems for Business
BAO1101 Accounting for Decision Making
BE01106 Business Statistics
BE01103 Microeconomic Principles
BE01104 Macroeconomic Principles
BHO1171 Introduction to Marketing
BLO1105 Business Law
BMO1102 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

Support Subjects
BAO3306 Auditing
BAO3307 Corporate Finance

Electives
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 Administrators, 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:

Core Subjects:
- BAO1101 Accounting for Decision Making
- BCO1102 Information Systems for Business
- BMO1102 Management and Organisation Behaviour
- BEO1103 Microeconomic 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
- BMO3404 Credit and Lending Decisions
- BLO3405 Law of Financial Institutions and Securities
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance

Specialisation Subjects – Financial Management:
- BAO1107 Accounting Information Systems
- BAO3307 Corporate Finance

Support Subjects:
- BMO1192 Business Communications
- BMO2181 Operations Management
- BMO3292 Business Ethics
- BMO3320 Interpersonal and Organisation Negotiation
- BMO3422 Strategic Management
- BMO4422 Innovation and Entrepreneurship
- BMO3220 Human Resource Management
- BMO3327 Organisation Change and Development

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 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 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 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
- BCO1102 Information Systems for Business
- BMO1102 Management and Organisation Behaviour
- BEO1103 Microeconomic 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

Specialisation Subjects - Accounting
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO2203 Corporate Accounting
- BAO3306 Auditing
- BAO3309 Advanced Financial Accounting

Support Subjects
- 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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1104 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Accounting
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO2203 Corporate Accounting
- BAO3312 Advanced Management Accounting
- BAO3403 Investment and Portfolio Management

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
- BAO3306 Auditing
- BLO2205 Corporate Law
- BAO3307 Corporate Finance
- 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
- BCO1102 Information Systems for Business
- 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 Financial Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Financial Accounting

Specialisation Subjects - Information Systems
- BCO1102 Information Systems for Business
- BCO1103 Web Enabled Business Systems
- BCO1147 Introduction to Programming Concepts
- BCO2148 Database Systems
- BCO2149 Systems Design

Support Subjects - Information Systems
- BCO1046 Computer Systems
- BCO1111 Advanced Management Accounting
- BCO2148 Systems Analysis
- BCO2149 Database Systems
- BCO3144 Systems Design

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

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
- BAO1101 Accounting for Decision Making
- BCO1102 Information Systems for Business
- 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
- BAO2203 Financial Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Management Accounting

Specialisation Subjects - Electronic Commerce
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BEO2404 Electronic Trading
- BHO1107 Marketing on the Internet
- BLO2406 Cyber Law

or
Specialisation Subjects - Electronic Commerce  
(D) Electronic Commerce Technology 
(C) Electronic Commerce Business Interfaces 
(B) Developing Electronic Commerce Systems 
(S) Systems Implementation 
(C) The Information Professional 

Support Subjects 
(C) Corporate Finance 
(C) Introduction to Programming Concepts 
(C) Computer Project 
(L) Corporate 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 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 
AO 101 Accounting for Decision Making 
BC 102 Information Systems for Business 
BL 105 Business Law 
BE 103 Microeconomic Principles 
BE 104 Macroeconomic Principles 
BE 106 Business Statistics 
BO 170 Introduction to Marketing 
BM 102 Management and Organisation Behaviour 

Specialisation Subjects - Accounting 
AO 107 Accounting Information Systems 
AO 204 Management Accounting 
AO 312 Advanced Management Accounting 
AO 202 Financial Accounting 
AO 203 Corporate Accounting 
AO 309 Advanced Financial Accounting 

Support Subjects 
AO 306 Auditing 
AO 307 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 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 
AO 101 Accounting for Decision Making 
BC 1102 Information Systems for Business 
BL 1105 Business Law 
BE 103 Microeconomic Principles 
BE 104 Macroeconomic Principles 
BE 106 Business Statistics 
BO 171 Introduction to Marketing 
BM 1102 Management and Organisation Behaviour 

Specialisation Subjects - Hospitality Management 
AO 202 Financial Accounting 
AO 203 Corporate Accounting 
AO 309 Advanced Financial Accounting 

Support Subjects 
AO 306 Auditing 
AO 307 Corporate Finance 

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

Core Business Subjects

BAO1101 Accounting for Decision Making
BAO1102 Information Systems for Business
BAO1103 Microeconomic Principles
BAO1104 Macroeconomic Principles
BAO1106 Business Statistics
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

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 context 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
- BCO1102 Information Systems for Business
- 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
- 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 Taxation Law and Practice
- BLO2300 Commercial Law
- Plus any three of the following:
  - BLO2207 Employment Law
  - BLO3305 Advanced Corporate Law
  - BLO3313 Advanced Taxation Law and Practice
  - BLO3250 Law of Insolvency
  - BLO3332 Administrative Law
  - BLO3351 Legal Topics A
  - BLO3500 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:
- 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
- BCO1102 Information Systems for Business
- 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
- BAO2202 Financial Accounting
- BAO2204 Management Accounting
- BAO2203 Corporate Accounting
- BAO3309 Advanced Financial Accounting
- BAO3312 Advanced Management Accounting
- BAO3306 Auditing
- BAO3307 Corporate Finance

Elective
Two electives chosen with the approval of the course coordinator.
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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

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
- 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
- BLO2205 Corporate Law
- BAO3307 Corporate Finance
- BEO2254 Statistics for Business and Marketing

Either
- BEO3500 Applied Economics Research Project
 or
- 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 Prize for best first year student in Bachelor of Business in Accounting
- CPA Australia Prize for best second year students in Bachelor of Business in Accounting
- CPA Australia Prize for best graduating student in Bachelor of Business in Accounting
- CPA Australia Prize for best first year student in Bachelor of Business in Banking and Finance
- CPA Australia Prize for best second year student in Bachelor of Business in Banking and Finance
- CPA Australia Prize for best graduating student in Bachelor of Business in Banking and Finance
- Jeffkins and Raud Public Accountants Prize for best first year student in Accounting for Decision Making
- John Wiley & Sons Australia, Ltd. Prize for best first year student in Advanced Financial Accounting
- Australian Institute of Banking and Finance Prize for best graduating student in Bachelor of Business in Banking and Finance
- Hunsman Chemicals Prize for best second year student in Bachelor of Business in Accounting: Management Accounting
- Austrailian Institute of Banking and Finance Prize for best graduating student in Bachelor of Business in Banking and Finance
- John W lay & Sons Austrailia, Ltd. Prize for best student in Bachelor of Business in Accounting for Decision Making
- John Wiley & Sons Australia, Ltd. Prize for best graduating student in Bachelor of Business in Banking and Finance
- John Wiley & Sons Australia, Ltd. Prize for best first year student in Bachelor of Business in Banking and Finance
- John Wiley & Sons Australia, Ltd. Prize for best second year student in Bachelor of Business in Accounting for Decision Making
- John Wiley & Sons Australia, Ltd. Prize for best final year student in Bachelor of Business in Accounting
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
The structure of the course is as follows:
Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3257 Economics of Retailing
BEO3305 Retail Merchandise Management
BEO3405 Electronic Retailing
BEO3406 Strategic Retailing

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

Electives
Eight subjects approved by the School of Applied Economics.

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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
The structure of the course is as follows:
Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 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

Support Subjects
BEO2254 Statistics for Business and Marketing
BEO3500 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 6-7 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Transport & Logistics
- BEO2186 Distribution Management
- BAO2500 Transport Financial Planning
- BLO2502 Transport Law
- BEO3341 Transportation Economics
- BEO3432 Strategic International Trade Operations
- BEO4572 Logistics

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

Specified Electives
- BHO2253 Business to Business Marketing
- BCO2503 Transport Information Systems
- BMO3320 Interpersonal and Organisation 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; 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
- BCO1102 Information Systems for Business
- 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
- BEO2284 Business Forecasting Methods
- BEO2250 Quantitative Methods for Economics and Business
- BEO3366 Economic Policy and Research

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

Electives
- Eight subjects approved by the School of Applied Economics.
Bachelor of Business Financial Risk Management

Course Objectives
The course aims to provide graduates with the necessary skills to manage a wide range of financial and risk management 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 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
  - BCO1102 Information Systems for Business
  - BLO1105 Business Law
  - BEO1103 Microeconomic Principles
  - BEO1104 Macroeconomic Principles
  - BEO1106 Business Statistics
  - BMO1102 Management and Organisation Behaviour
  - BHO1171 Introduction to Marketing

- **Specialisation Subjects - Financial Risk Management**
  - BEO2401 Risk Management and Insurance
  - BEO2410 Risk Analysis and Management
  - BEO2430 Financial Econometrics
  - BAO2440 Personal Investment and Superannuation
  - BAO3307 Corporate Finance
  - BAO3403 Investment and Portfolio Management

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

- **Electives**
  Eight subjects as approved by the Course Co-ordinator

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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 points is required for graduation.

Course Structure
The structure of the course is as follows:

- **Core Subjects**
  - BAO1101 Accounting for Decision Making
  - BCO1102 Information Systems for Business
  - BLO1105 Business Law
  - BEO1103 Microeconomic Principles
  - BEO1104 Macroeconomic Principles
  - BEO1106 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
  - BEO3404 International Aspects of the Music Industry
  - BMO3405 Live Performance Management

- **Support Subjects**
  - BEO3500 Applied Economics Research Project
  - BEO3407 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.

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details*
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
BCO1102 Information Systems for Business
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
BEO2401 Risk Management and Insurance
BEO2410 Risk Analysis and Management
BEO2430 Financial Econometrics
BAO2440 Personal Investment and Portfolio Management
BAO3307 Corporate Finance
BAO3403 Investment and Portfolio Management

International Trade Specialisation
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 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. 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
BCO1102 Information Systems for Business
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
BEO2401 Risk Management and Insurance
BEO2410 Risk Analysis and Management
BEO2430 Financial Econometrics
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 for 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 Written English – score of 5.

Core Business Subjects
BAO1101 Accounting for Decision Making
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Applied Economics
BEO1101 Accounting for Decision Making
BEO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

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
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
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
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

**Specialisation Subjects – International Trade**
BEO1252 International Business Context
BEO2254 Statistics for Business and Marketing
BEO3368 International Economic Theory
BEO3417 Finance of International Trade

**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 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. 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
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

**Electives**
One approved subject from the Faculty of Business and Law.
Bachelor of Business
Applied Economics/
International Trade
(Joint Degree)

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
- BCO1102 Information Systems for Business
- BEO108 Microeconomic Principles
- BEO104 Macroeconomic Principles
- BEO106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Applied Economics
- BEO2252 Macroeconomic Analysis
- BEO2254 Microeconomic Analysis
- BEO2258 Applied Regression Analysis
- BEO2259 Business Forecasting Methods
- BEO3355 Economic Policy and Research
- BEO2259 Quantitative Methods for Economics and Business

Specialisation Subjects - International Trade
- BEO1252 International Business Context
- BEO3355 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
(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:
- 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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Transport and Logistics
- BEO2186 Distribution Management
- BLO2502 Transport Law
- BAO2500 Transport Financial Planning
- BEO3341 Transportation Economics
- BEO3432 Strategic International Trade Operations
- BEO4572 Logistics

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

Support Subject
- BEO2254 Statistics for Business and Marketing
- BEO3300 Applied Economics Research Project
- BLO2205 Corporate Law
- BAO3307 Corporate Finance

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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Transport and Logistics
- BEO2186 Distribution Management
- BLO2502 Transport Law
- BAO2500 Transport Financial Planning
- BEO3341 Transportation Economics
- BEO3432 Strategic International Trade Operations
- BEO4572 Logistics

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation
- BCO3443 The Information Professional

Support Subject
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computing Project
- BCO2254 Statistics for Business and Marketing
- 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; 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Electronic Commerce

(Development Stream)
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation
- BCO3443 The Information Professional

Specialisation Subjects - Retail Management
- BEO1185 Retail Management Principles
- BEO2186 Distribution Management
- BEO2357 Economics of Retailing
- BEO2395 Retail Merchandise Management
- BEO3405 Electronic Retailing
- BEO3406 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 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Electronic Commerce

(Development Stream)
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation
- BCO3443 The Information Professional

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 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
- BAO 1101 Accounting for Decision Making
- BCO 1102 Information Systems for Business
- BLO 1105 Business Law
- BEO 1103 Microeconomic Principles
- BEO 1104 Macroeconomic Principles
- BEO 1106 Business Statistics
- BHO 1171 Introduction to Marketing
- BMO 1102 Management and Organisation Behaviour

Specialisation Subjects - International Trade
- BEO 1252 International Business Context
- BEO 3368 International Economic Theory
- BEO 3417 Finance of International Trade
- BEO 3430 International Economic Analysis
- BEO 3432 Strategic International Trade Operations
- BHO 3373 International Marketing

Support Subjects
- BCO 3149 Computer Project
- BEO 3500 Applied Economics Research Project
- BEO 3807 The Economics of Copyright and Music Publishing

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
- BAO 1101 Accounting for Decision Making
- BCO 1102 Information Systems for Business
- BLO 1105 Business Law
- BEO 1103 Microeconomic Principles
- BEO 1104 Macroeconomic Principles
- BEO 1106 Business Statistics
- BHO 1171 Introduction to Marketing
- BMO 1102 Management and Organisation Behaviour

Specialisation Subjects - Banking and Finance
- BEO 3446 Financial Institutions and Monetary Theory
- BEO 3447 Commercial Banking and Finance
- BLO 3405 Law of Financial Institutions and Securities
- BAO 3404 Credit and Lending Decisions
- BAO 3402 International Banking and Finance
- BAO 3403 Investment and Portfolio Management

Support Subjects
- BLO 2205 Corporate Law
- BEO 2254 Statistics for Business and Marketing
- BAO 3307 Corporate Finance
- BEO 3500 Applied Economics Research Project
- BAO 1107 Accounting Information Systems
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 - Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3257 Economics of Retailing
BEO3295 Retail Merchandise Management
BEO3405 Electronic Retailing
BEO3406 Strategic Retailing

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 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
BCO1102 Information Systems for Business
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
BEO3257 Economics of Retailing
BEO3295 Retail Merchandise Management
BEO3405 Electronic Retailing
BEO3406 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 elective subjects as approved by the Course Co-ordinator.

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details

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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

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
- BEO2263 Macroeconomic Analysis
- BEO2264 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
- BHS2500 Applied Economics Research Project

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

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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 6.0–7.0 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 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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour

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 - 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
- BEO2254 Statistics for Business and Marketing
- BHS2500 Applied Economics Research Project

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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 6.0–7.0 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 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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Marketing
- BHO2250 Advertising and Public Relations
- BHO2251 Product and Pricing Strategy
- BHO2434 Consumer Behaviour
- BHO2186 Distribution Management
- BHO3254 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

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

Prescribed Elective
- BHO2285 Marketing Research

Elective
One elective from within the Faculty of Business and Law and approved by the Course Co-ordinator.

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 recognises 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.

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;
- 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 in this course. 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
- BCO1102 Information Systems for Business
- 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
- BEO3500 Applied Economics Research Project

**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.

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**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. Students must have satisfactorily completed the subjects Microeconomic Analysis and Macroeconomic Analysis in order to be considered for admission.

**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.

**Course Structure**

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

- BEO4430 Business Research Methods
- BEO4683 Applied Econometrics
- BEO4661 Advanced Macroeconomics
- BEO4403 Advanced Microeconomics
- BEO4400 Honours Research Thesis (full-time)
- BEO4401 Honours Research Thesis (part-time)

**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 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
- BEO4661 Advanced Macroeconomics
- BEO4403 Advanced Microeconomics
- BEO4400 Honours Research Thesis (full-time)
- BEO4401 Honours Research Thesis (part-time)

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
- BEO4661 Advanced Macroeconomics
- BEO4403 Advanced Microeconomics
- 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 Prize for best first year student in Bachelor of Business in Music Industry.
- School of Applied Economics Prize for best first year student in Bachelor of Business Applied Economics specialisation.
- School of Applied Economics Prize for best second year student in Bachelor of Business Applied Economics specialisation.
- School of Applied Economics Prize for best graduating student in Bachelor of Business Applied Economics specialisation.
- School of Applied Economics Prize for best first year student in Bachelor of Business International Trade specialisation.
- School of Applied Economics Prize for best second year student in Bachelor of Business International Trade specialisation.
- School of Applied Economics Prize for best graduating student in Bachelor of Business International Trade specialisation.
- School of Applied Economics Prize for best postgraduate student in Business Economics.
- NCR Australia for best student in Bachelor of Business in Retail Management in the subject Distribution Management.
- Safeway Prize for best first year student in the Bachelor of Business Retail Management specialisation.
- Ericsson Australia Prize for best second year student in Bachelor of Business Retail Management specialisation.
- Target Prize for best retail student in Retail Management Principles.
- Daimaru Australia Prize for best graduating student in Bachelor of Business Retail Management specialisation.
- A N Z Banking Group Prize for best undergraduate student in Finance of International Trade.
- A N Z Banking Group Prize for 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; 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
- BCO1102 Information Systems for Business
- 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
- BHO3500 Hospitality and Tourism Industry Project
- BHO3301 Hospitality Facilities Planning and Development

Support Subjects
- BHO3473 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; 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 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
- BCO1102 Information Systems for Business
- 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
- BHO3137 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
(Tourism Management/Event Management)

Course Objectives
The main educational aim of the course is to provide students with a sound understanding of the principles and practices relevant to business, tourism, and event management. This will enable them to be successful and effective managers in the tourism and events sectors 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, numeracy, and proficiency in the use of technology. The course will improve learning by providing a framework for the application of relevant concepts to tourism management and event management and providing scope for work-related and reflective learning as students progress through the course.

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 plus a compulsory year of Co-operative Education year.

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:

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<th>Core Subjects</th>
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<tr>
<th>Specialisation Subjects - Tourism</th>
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<td>BHO1190</td>
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<th>Electives</th>
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<td>BHO3493</td>
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Bachelor of Business
(Hospitality Management/Event Management)

Course Objectives
The main educational aim of the course is to provide students with a sound understanding of the principles and practices relevant to business, hospitality management, and event management. This will enable them to be successful and effective managers in the hospitality, tourism and events sectors 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, numeracy and proficiency in the use of technology. The course will improve learning by providing a framework for the application of relevant concepts to hospitality, tourism and event management and providing scope for work-related and reflective learning as students progress through the course.

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 plus a compulsory year of Co-operative Education year.

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
Core Subjects
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<td>BAO1101</td>
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<td>BEO1106</td>
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</tbody>
</table>
BEO1103 Microeconomic Principles  
BEO1104 Macroeconomic Principles  
BHO1171 Introduction to Marketing  
BMO1102 Management and Organisation Behaviour  

Specialisation - Event Management  
BMO2354 Conferences and Meeting  
BHO2250 Advertising and Public Relations  
BMO3405 Live Performance Management  
BHO3422 Strategic Management  
BHO3494 Meetings, Conventions and Events  

Specialisation - Hospitality Management  
BHO1110 Introduction to Hospitality  
BHO1121 Food and Beverage Studies I  
BHO1122 Food and Beverage Studies II  
BHO2282 Accommodation Management  
BHO3500 Hospitality and Tourism Industry Project  
BHO3501 Hospitality Facilities Planning and Development  

Compulsory Support  
BAO1106 Accounting for Hospitality and Tourism Managers  
BMO3421 Managing the Service Organisation  
BHO3473 Human Relations  

Elective  
1 elective from subjects offered by the Faculty of Business and Law

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  
BCO1102 Information Systems for Business  
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  
BHO2434 Consumer Behaviour  
BEO2186 Distribution Management  
BHO2250 Advertising and Public Relations  
BHO3254 Advanced Marketing Research  
BHO3435 Marketing Planning and Strategy  

Support Subjects  
BEF2651 Statistics for Business and Marketing  
BHO2285 Marketing Research  

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

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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

Course Objectives
The course combines components of existing undergraduate programs to enable students to develop a broad range of professional skills specific to Marketing and Tourism, and be capable of engaging effectively in these professional areas.

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  
BCO1102 Information Systems for Business  
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
BHO2434 Consumer Behaviour
BEO2186 Distribution Management
BHO2250 Advertising and Public Relations
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

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

**Specialisation Subjects - International Tourism**
BHO1190 Introduction to Tourism
BHO1252 International Business Context
BHO2254 Tourism and Hospitality Marketing
BHO2255 Tourism Enterprise Management
BHO3438 Tourism in the Asia-Pacific Region
BHO3500 Hospitality and Tourism Industry Project

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

**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
BCO1102 Information Systems for Business

**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
- BCO1102 Information Systems for Business
- 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 Estimation 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
- BHO3473 Human Relations
- BHO2254 Tourism and Hospitality Marketing
- 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
- BCO1102 Information Systems for Business
- 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
- 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 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
- BCO1102 Information Systems for Business
- 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
- BHO2262 Accommodation Management
- BHO3501 Hospitality Facilities Planning and Development

Specialisation Subjects - Marketing
- BHO2250 Advertising and Public Relations
- BHO2251 Product and Pricing Strategy
- BHO2434 Consumer Behaviour
- BEO2186 Distribution Management
- BHO3254 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BHO2285 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; 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 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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 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
- BHO3435 Marketing Planning and Strategy

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BHO2285 Marketing Research
- BHO3473 Human Relations
- BAO1106 Accounting for Hospitality and Tourism Managers

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; 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
- BCO1102 Information Systems for Business
- 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 Travel Industry Management
- BHO2286 Nature-Based Tourism
- BHO2300 Regional Tourism Management 1
- BHO2301 Regional Tourism Management 2
- BHO3500 Hospitality and Tourism Industry Project

Support Subjects
- BMO2271 Organisations
- BAO1109 Hospitality and Tourism Accounting

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

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; 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
- 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: 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

Prescribed list (B) - select three subjects
- BLB1116: Law, Discrimination and Society
- BLB1117: Political Science
- BLB1118: Economics
- BLB1119: Psychology
- BLB1120: Sociology
- BLB1121: History
- BLB1122: English Literature
- BLB1123: Philosophy
- BLB1124: Computer Science
- BLB1125: Mathematical Methods

Core Business Subjects
- BAO1101: Accounting for Decision Making
- BCO1102: Information Systems for Business
- BEO1103: Microeconomic Principles
- BEO1104: Macroeconomic Principles
- BEO1105: Business Statistics
- BHO1101: Introduction to Marketing
- BHO1102: Management and Organisation Behaviour

Specialisation Subjects - Marketing
- BHO2250: Product and Pricing Strategy
- BHO2434: Consumer Behaviour
- BEO2186: Distribution Management
- BHO2255: Advertising and Public Relations
- BHO3254: Advanced Marketing Research
- BHO3435: Marketing Planning and Strategy

Support Subjects
- BEO2254: Statistics for Business and Marketing
- BHO2255: 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.

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
- BCO1102: Information Systems for Business
- BEO1103: Microeconomic Principles
- BEO1104: Macroeconomic Principles
- BEO1105: Business Statistics
- BHO1101: 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
- BHO3435: Marketing Planning and Strategy

Specialisation Subjects - Applied Economics
- BEO2263: Microeconomic Analysis
- BEO2264: Macroeconomic 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
- BHO2285: Marketing Research
Electives
One subject approved by the School of Hospitality, Tourism and Marketing.
*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Marketing
- BEO1185 Retail Management Principles
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Support Subjects
- BEO2186 Distribution Management
- BHO1171 Introduction to Marketing
- BEO3257 Economics of Retailing
- BEO3295 Retail Merchandise Management
- BEO3405 Electronic Retailing
- BEO3406 Strategic Retailing
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations
- BHO3373 International Marketing

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 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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing

Specialisation Subjects - Retail Management
- BEO1185 Retail Management Principles
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Support Subjects
- BEO2186 Distribution Management
- BEO3257 Economics of Retailing
- BEO3295 Retail Merchandise Management
- BEO3405 Electronic Retailing
- BEO3406 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 subjects approved by the School of Hospitality, Tourism and Marketing.

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

Bachelor of Business in 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 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
BCO1102 Information Systems for Business
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics

Specialisation Subjects - Electronic Commerce (Development Stream)
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation
BCO3443 The Information Professional

Support Subjects
BCO1147 Introduction to Programming Concepts
BCO3149 Computing Project
BEO2254 Statistics for Business and Marketing
BHO2285 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 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
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

Core Business Subjects
BAO1101 Accounting for Decision Making
BCO1102 Information Systems for Business
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
BHO3438 International Tourism Trends and Issues
BHO3500 Hospitality and Tourism Industry Project

Support Subjects
BHO2254 Tourism and Hospitality Marketing
BHO3473 Human Relations

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

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.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BCO1102 Information Systems for Business
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
BCO2401 Music Industry Law
BEO2402 Music Industry Management
BHO2403 Music Industry Marketing
BEO3404 International Aspects of the Music Industry
BMO3405 Live Performance Management

Specialisation Subjects - Marketing
BHO2250 Advertising and Public Relations
BEO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BEO2186 Distribution Management
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy
Support Subject
BEO2254 Statistics for Business and Marketing
BHO2285 Marketing Research
BEO3500 Applied Economics Research Project
BEO3407 The Economics of Copyright and Music Publishing

*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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
BAL1101 Accounting for Decision Making
BCO1102 Information Systems for Business
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Hotel, Restaurant and Catering
BHO1110 Introduction to Hospitality
BHO2202 Accommodation Management
BHO3306 Casino and Gaming Management
BHO3494 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

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 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.

Course Structure
The structure of the course is as follows:

Core Subjects
BAL1101 Accounting for Decision Making
BCO1102 Information Systems for Business
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Marketing
BHO2251 Product and Pricing Strategy
BHO2434 Consumer Behaviour
BEO2186 Distribution Management
BHO2250 Advertising and Public Relations
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy
Specialisation Subjects - Management-Service and Operations Stream
BMO1110 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
BLO2207 Employment Law
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
And one of the following
BMO3422 Strategic Management (HR Stream)
BMO3327 Organisation Change and Development (Service and Operations Stream)

Support Subject - Marketing:
BEO2254 Statistics for Business and Marketing
BHO2265 Marketing Research
*BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

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.

Course Structure
The structure of the course is as follows:

Core Subjects
BAO1101 Accounting for Decision Making
BLO1105 Business Law
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects - Tourism Management
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 - Information Systems
BCO1046 Computer Systems
BCO1103 Web Enabled Business Systems
BCO1147 Introduction to Programming Concepts
BCO2148 Systems Analysis
BCO2149 Data Base Systems
BCO3144 Systems Design

Support Subjects
BHO2254 Tourism and Hospitality Marketing
BHO3473 Human Relations
BCO3150 Systems Implementation
BCO3149 Computing Project

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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

**Specialist Subjects**
- BHO1190 Introduction to Tourism
- BHO3438 Tourism in the Asia-Pacific Region
- BHO1192 Travel Industry Management
- BHO2255 Tourism Enterprise Management
- BHO3437 Estimation Planning and Development
- BHO3300 Hospitality and Tourism Industry Project

**Support Subjects**
- BHO2254 Tourism and Hospitality Marketing
- 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

**Electives**
- Two subjects approved by either the Faculty of Arts or Faculty of Business and Law.

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**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 practices of the Australian sports and leisure industry, and to 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 2003.

**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 - 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.

The course structure is as follows:

**Year One**

**Semester One**
- BEO1103 Microeconomic Principles
- BLO1105 Business Law
- BMO1102 Management and Organisation Behaviour
- HPS1111 Sport, History and Culture
- HPS1112 Oral and Interpersonal Communication in Sport Organisations

**Semester Two**
- BCO1102 Information Systems for Business
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BHO2434 Consumer Behaviour
- HPS1115 Sport, Politics and Government

**Year Two**

**Semester One**
- BAO1101 Accounting for Decision Making
- BHO2251 Product and Pricing Strategy
- BHO2285 Marketing Research
- BHO2434 Consumer Behaviour
- ACA1001 Introduction to Writing
- BLO9211 Sport, Law and the Athlete
- BHO3432 Services Marketing
- BMO3320 Human Resource Management
- HPS0111 Sport Career Development: Seminar 1
- HPS0112 Sport Career Development: Placement 1
- HPS2111 Sport Sponsorship

**Semester Two**
- BCO1102 Information Systems for Business
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- ACA1001 Introduction to Writing
- BLO9211 Sport, Law and the Athlete
- BHO3432 Services Marketing
- BMO3320 Human Resource Management
- HPS0111 Sport Career Development: Seminar 1
- HPS0112 Sport Career Development: Placement 1
- HPS2111 Sport Sponsorship
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 6.0 or above
- 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 15 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
- BCO1102 Information Systems for Business
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

**Specialisation Subjects - Tourism Management**
- BHO1190 Introduction to Tourism
- BHO1192 Travel Industry Management
- BHO2286 Nature-Based Tourism
- BHO2255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3500 Hospitality and Tourism Industry Project

**Support Subjects**
- BHO2254 Tourism and Hospitality Marketing
- BHO3473 Human Resources

**Recreation Management Subjects**
- HPR0111 Introduction to Recreation
- HPR0113 Leadership in Recreation
- HPR0121 Disability Awareness
- HPR0211 Programming in Recreation
- HPR1111 Recreation Career Development 1
- HPR1112 Recreation Career Placement 1
- HPR1002 Society and Leisure
- HPL1214 Communication Skills

**Recognition by Professional Societies**

Graduates of the of the Bachelor of Business (Marketing) stream are eligible currently 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.

**Vocational Electives**

- Semester One
  - BCO1103 Web Enabled Business Systems
  - BEO1286 Distribution Management
- Semester Two
  - HPS3113 Ethics and Social Policy in Sport

**Year Three**

- Semester One
  - BHO3435 Marketing and Planning Strategy
  - HPS7050 Sport and Globalisation
  - HPS7051 Managing Sport Futures
  - HPS3230 Sport and Strategic Marketing
- Semester Two
  - HPS7031 Sport Career Development: Seminar 3
  - HPS3112 Sport Venue and Stadium Administration

**Year Four**

- Semester One
  - BHO3437 Destination Planning and Development
  - BHO3435 Marketing and Planning Strategy
  - BHO3500 Hospitality and Tourism Industry Project
- Semester Two
  - BHO2255 Tourism Enterprise Management
  - BHO2286 Nature-Based Tourism
  - BHO2255 Tourism Enterprise Management
  - BHO3437 Destination Planning and Development
  - BHO3500 Hospitality and Tourism Industry Project
Bachelor of Business in Marketing/ Bachelor of Psychology (Combined Degree)

Course Objectives

The primary educational aim of the course is to provide students with a sound platform of learning in the principles and practice of marketing and psychology. It will improve learning by providing a fundamental framework for the application of marketing and psychology concepts and ideas and their co-integration which will ensure that students are capable of engaging successfully in combined areas of marketing and psychology 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:

- 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

Core Business Subjects
- BAO 1101 Accounting for Decision Making
- BCO 1102 Information Systems for Business
- BEO 1103 Microeconomic Principles
- BEO 1104 Macroeconomic Principles
- BEO 1106 Business Statistics
- BHO 1171 Introduction to Marketing
- BLO 1105 Business Law
- BMO 1102 Management and Organisational Behaviour

Marketing Specialisation Subjects
- BHO 2250 Advertising and Public Relations
- BHO 2251 Product and Pricing Strategy
- BEO 2186 Distribution Management
- BHO 2434 Consumer Behaviour
- BHO 3455 Marketing Planning and Strategy
- BHO 3254 Advanced Market Research

Arts Specialisation Subjects
- APP 1012 Psychology 1A
- APP 1013 Psychology 1B
- APP 2013 Psychology 2A
- APP 2014 Psychology 2B
- APP 3011 Psychology 3A (full year subject)
- APP 3012 Psychology 3B (full year subject)

Arts Electives (6 subjects, within which one arts major be pursued)

Bachelor of Business in Marketing/ Advanced Diploma of 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.

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. 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.

- BHO 4742 Business Research Methods
- BHO 4667 Managerial Marketing
- BHO 4573 Marketing Communications and Information Systems
- Plus one elective from an approved Postgraduate Diploma.

Honours Research Thesis (full-time)
- BHO 4400 Honours Research Thesis

Honours Research Thesis (part-time)
- BHO 4401 Honours Research Thesis
School Requirements

Attendance
(i) Students are expected to attend all lectures and seminars. Any student who is absent for more than 40% of the tutorial, practical or seminar time prescribed will be automatically excluded from the subject.
(ii) If a student is able to show that there are extenuating circumstances the lecturer-in-charge may require the student to submit additional work, or to meet any other conditions considered warranted.
(iii) It should be clearly understood that seminar attendance, completion of set questions, and general participation are taken into account in the case of borderline marks – persons who have contributed in seminars will generally be credited with a higher grade. Seminar performance is also considered in the case of students called before Examiners or Unsatisfactory Progress Committees at the end of semester.

Assessment
Students are required to note that:
(i) Late submissions of essays will be penalised unless written permission has been given for such late submission. It is the responsibility of the student to advise the lecturer, before the event, that an essay may be late.
(ii) An essay or test paper submitted after other essays on that topic have been assessed and returned, will not be assessed. Students may be credited with having completed the required work, but will not necessarily be given any marks for the essay or test. At the discretion of the lecturer, which will normally be given only in the case of serious personal illness or injury or other severe trauma, an alternative assignment may be set.
(iii) Significant among the criteria for assessment of essays will be: If this piece of work had been submitted to me, as a Manager, 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 for best first year Bachelor of Business in Hospitality Management student in accounting subjects.
• Melbourne Airport Prize for best first year student in the Bachelor of Business in Tourism Management.
• I.D. South Pacific Tours Pty. Ltd. Prize for best student in the Bachelor of Business in Tourism Management - Travel Industry Management.
• J.Mulcahy Memorial Prize for best first year student in the Bachelor of Business in Hospitality Management.
• Keith F Williams Prize for best student in Introduction to Marketing.
• Ocean Spirit Cruise Prize for best postgraduate student in Tourism Management.
• Australian Marketing Institute Prize for best graduating student in Bachelor of Business in Marketing.
• Australian Marketing Institute Prize for best graduating student in Master of Business in Marketing.
• Hotel Sofitel Prize for the first year Hospitality Management student with the top combined mark in Introduction to Hospitality Food and Beverage Management 1.
• Hotel Sofitel Prize for the second year Hospitality Management student with the top combined mark in Food and Beverage Management 2 & Accommodation Management.
• Hotel Sofitel Prize for the final year Hospitality Management student with the top combined mark in Hospitality Facilities Planning and Development and Hospitality and Tourism Industry Project.
• School of Hospitality, Tourism and Marketing Prize for the best student in Advertising and Public Relations.
School of Information Systems

Bachelor of Business in Information Systems

Course Objectives
The course aims to prepare students for entry into the Information Systems 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Information Systems
- BCO1046 Computer Systems
- BCO1103 Web Enabled Business Systems
- BCO1147 Introduction to Programming Concepts
- BCO2148 Systems Analysis
- BCO2149 Data Base Systems
- BCO3144 Systems Design

Support Subjects
- BCO3150 Systems Implementation
- BCO3149 Computing Project

Electives
Eight elective subjects must be completed. Students must seek the advice of the Course Co-ordinator(s) in choosing electives.

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
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Computer Systems Support
- BCO1041 Introduction to Programming
- BCO1046 Computer Systems
- BCO1048 Introduction to Business Systems Development
- BCO2041 Systems Analysis and Design
- BCO2042 Database Systems
- BCO2043 Managing Network Integration

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 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 which are 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/or 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 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 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce
(Development Stream)
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3443 The Information Professional
- BCO2149 Database Systems
- BCO3150 Systems Implementation

OR

Specialisation Subjects - Electronic Commerce
(Applications Stream)
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BLO2406 Cyber Law
- BEO2404 Electronic Trading
- BHO2407 Marketing on the Internet

Support Subjects
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computing Project

Recommended Electives
- BAO2408 EC Accounting Systems
- BEO3405 Electronic Retailing
- BMO2403 Management Strategy for EC

Five subjects approved by the School of Information Systems.

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
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:
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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO1147 Introduction to Programming
- BCO2149 Database Systems
- BCO2501 Electronic Commerce Business Interfaces
- BCO3150 Systems Implementation
- BCO2500 Electronic Commerce Technologies
- BCO2502 Developing Electronic Commerce Systems
- BCO3149 Computing Project
- BCO3443 The Information Professional

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

Specialisation Subjects - Transport and Logistics
- BEO2186 Distribution Management
- BLO2502 Transport Law
- BAO2500 Transport Financial Planning
- BEO3341 Transportation Economics
- BEO3432 Strategic International Trade Operations
- BEO4572 Logistics

Specialisation Subjects - Electronic Commerce (Development Stream)
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation
- BCO3443 The Information Professional
Support Subject
BCO1147 Introduction to Programming Concepts
BCO3149 Computing Project
BE02254 Statistics for Business and Marketing
BE03500 Applied Economics Research Project

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 focussing 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 
- 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
BCO1102 Information Systems for Business
BLO1105 Business Law
BE01103 Microeconomic Principles
BE01104 Macroeconomic Principles
BE01106 Business Statistics
BMO1102 Management and Organisational Behaviour
BHO1171 Introduction to Marketing
Financial and Risk Management Specialisation
BE02401 Risk Management and Insurance
BE02410 Risk Analysis and Management
BE02430 Financial Econometrics
BAO2440 Personal Investment and Superannuation
BAO3307 Corporate Finance
BAO3403 Investment and Portfolio Management

Electronic Commerce (Development Stream)
BCO2149 Database System
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interface
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation
BCO3443 The Information Professional
Support Subjects
BE02254 Statistics for Business and Marketing
BE03500 Applied Economics Research Project
BCO1147 Introduction to Programming Concepts
BCO3149 Computing Project

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 
- 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
BCO1102 Information Systems for Business
BLO1105 Business Law
BE01103 Microeconomic Principles
BE01104 Macroeconomic Principles
BE01106 Business Statistics
BMO1102 Management and Organisational Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
UNDERGRADUATE STUDIES

BCO 2501 Electronic Commerce Business Interfaces
BCO 2502 Developing Electronic Commerce Systems
BCO 3150 Systems Implementation
BCO 3443 The Information Professional

Specialisation Subjects - Marketing
BHO 2250 Advertising and Public Relations
BHO 2251 Product and Pricing Strategy
BHO 2434 Consumer Behaviour
BEI 2186 Distribution Management
BHO 3254 Advanced Marketing Research
BHO 3435 Marketing Planning and Strategy

Support Subject
BCO 1147 Introduction to Programming Concepts
BCO 3149 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. Structure is as follows:

Core Subjects
BAO 1101 Accounting for Decision Making
BLO 1105 Business Law
BCO 1102 Information Systems for Business
BEI 1103 Microeconomic Principles
BEI 1104 Macroeconomic Principles
BEI 1106 Business Statistics
BMO 1102 Management and Organisation Behaviour
BHO 1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce (Development Stream)
BCO 2500 Electronic Commerce Technologies
BCO 2501 Electronic Commerce Business Interfaces
BCO 2502 Developing Electronic Commerce Systems
BCO 3443 The Information Professional
BCO 2149 Database Systems
BHO 3150 Systems Implementation

Support Subjects
BCO 1147 Introduction to Programming Concepts
BCO 3149 Computing Project

Specialisation - Multimedia
ACM 1001 Multimedia 1A
ACM 1002 Multimedia 1B
ACM 1103 Animation for Multimedia
ACM 1104 Design for Multimedia
ACC 1042 Communication Studies A
ACC 1044 Communication Studies B
ACM 2001 Multimedia 2A
ACM 2002 Multimedia 2B
ACM 3001 Multimedia 3A
ACM 3002 Multimedia 3B
ACP 2006 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 is 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BNO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce
(Development Stream)
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation
- BCO3443 The Information Professional

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

**BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.**

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

Course Objectives
A Combined Degree course in Electronic Commerce and International Trade will introduced an innovative program that will fill a real niche, one that recognises 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. 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BNO1102 Management and Organisation Behaviour
- BHO1171 Introduction to Marketing

Specialisation Subjects - Electronic Commerce
(Development Stream)
- BCO2149 Database Systems
- BCO2500 Electronic Commerce Technologies
- BCO2501 Electronic Commerce Business Interfaces
- BCO2502 Developing Electronic Commerce Systems
- BCO3150 Systems Implementation
- BCO3443 The Information Professional

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
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computer Project
- BEO2254 Statistics for Business and Marketing
- 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; 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
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Electronic Commerce (Development Stream)
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation
BCO3443 The Information Professional

Specialisation Subjects - Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3295 Retail Merchandise Management
BEO3405 Electronic Retailing
BEO3406 Strategic Retailing

Support Subjects
BEO2254 Statistics for Business and Marketing
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
BAO1102 Information Systems for Business
BAO1101 Accounting for Decision Making
BEO1106 Business Statistics
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BHO1171 Introduction to Marketing
BLO1105 Business Law
BMO1102 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

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
BLO2406 Cyber Law

OR

Specialisation Subjects - Electronic Commerce (Development Stream)
BCO2149 Database Systems
BCO2500 Electronic Commerce Technology
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation
BCO3443 The Information Professional

Support Subjects
BAO3307 Corporate Finance
BEO1147 Introduction to Programming Concepts
BCO3149 Computer Project
BLO2205 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
BCO1102 Information Systems for Business
BEQ1103 Microeconomic Principles
BEQ1104 Macroeconomic Principles
BCO1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

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 - Information Systems
BCO1046 Computer Systems
BCO1103 Web Enabled Business Systems
BMO1147 Introduction to Programming Concepts
BCO2148 Systems Analysis
BCO2149 Data Base Systems
BCO3144 System Design

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 if 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
BCO1102 Information Systems for Business
BLO1105 Business Law
BEQ1103 Microeconomic Principles
BEQ1104 Macroeconomic Principles
BEQ1106 Business Statistics
BMO1102 Management and Organisation Behaviour
BHO1171 Introduction to Marketing

Specialisation Subjects - Accounting
BAO1107 Accounting Information Systems
BAQ2201 Management Accounting
BAQ3312 Advanced Management Accounting
BAQ2202 Financial Accounting
BAQ2203 Corporate Accounting
BAQ3309 Advanced Financial Accounting

Specialisation Subjects - Information Systems
BCO1046 Computer Systems
BCO1103 Web Enabled Business Systems
BMO1147 Introduction to Programming Concepts
One approved subject
Electives
Support Subjects - Information Systems
BCO3150 Systems Implementation
BCO3149 Computing Project
Support Subjects - Accounting
BAO3307 Corporate Finance
Electives
One approved subject

Bachelor of Business (Information Systems)/ Bachelor of Arts
(Combined D 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 work with these in their professional employment; and

(g) ability to produce written documents which demonstrate a high level of competence in and presenting ideas and arguments on a given topic and in the technical aspects of written communication across a range of genres.

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+ 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 score of 5+, is the normal method of demonstrating English language proficiency.

Course Duration
The course contains two years full-time equivalent subjects, composed of two majors, from the Bachelor of Arts degree and two years full-time equivalent subjects from the Bachelor of Business (Information Systems) degree incorporating the major in Information Systems. The (Combined D degree) allows students to complete the requirements of both degrees in a period of four years on a full-time basis or part-time equivalent. Each subject is worth 15 credit points. Students must complete 480 credit points through academic study to graduate.

Course Structure
The degree, which comprises 32 subjects, is structured as follows:

Bachelor of Arts
Either
8 subjects in Psychology, with
6 subjects in Communication Studies or Professional Writing or Multimedia
or
6 subjects in Communication Studies with
6 subjects in Professional Writing, and
2 Arts electives
or
6 subjects in Multimedia with
6 subjects in Professional Writing or Communication Skills and
2 Arts Electives
These 14 subjects constitute two-thirds of the existing course or two years of equivalent full-time study.

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)
These 16 subjects constitute two-thirds of the existing course or two years equivalent full-time study.

Electives
Two further electives chosen from subjects offered by either the Faculty of Arts or Faculty of Business and Law, as approved by the appropriate Course Co-ordinators.

Bachelor of Business Electronic Commerce/ Bachelor of Science

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 the appropriate field of science and of business. The double degree course will equip graduates to obtain employment in business and government, in major scientific organizations and elsewhere. It was improve learning by providing a fundamental framework for the application of business and scientific concepts and ideas and their co-integration which will ensure that 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:
- 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 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BLO1105 Business Law
- BMO1102 Management and Organisation Behaviour

**Specialisation Subjects** - Electronic Commerce

- (Development Stream)
  - BCO2149 Database Systems
  - BCO2500 Electronic Commerce Technologies
  - BCO2501 Electronic Commerce Business Interfaces
  - BCO2502 Developing Electronic Commerce Systems
  - BCO3150 Systems Implementation
  - BCO3443 The Information Professional

- (Applications Stream)
  - 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

**Science Subjects**
- SCS1006 Chemistry 1
- SMA1110 Mathematics 1
- SMA1120 Mathematics
- SBF1310 Biology 1
- SBF1320 Biology 2

Plus 150 credit points from the appropriate Year level of the Science specialisation.

**Bachelor of Engineering/Bachelor of Business (Electronic Commerce)**

**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 a specialisation in business together with an appropriate field of engineering. The double degree course will equip graduates to obtain employment in business, government, and in major engineering organisations.
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
BCO4604 Systems Support Programming
BCO4611 User Computing
BCO4644 Object Oriented Programming and Design
BCO4654 Database Design
BCO4643 Knowledge Engineering
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
BCO4660 Enterprise Electronic Commerce
BCO4661 Enterprise Resource Planning Systems Implementation
BCO4672 The Information Systems Professional
BCO4673 Usability Design for E-Business

Prizes
The following prizes may be available to students:
- School of Information Systems Prize for the best graduating student in the Bachelor of Business in Information Systems
- School of Information Systems Prize for the best graduating student in the Bachelor of Business in Systems Support
- School of Information Systems Prize for the best graduating student in Bachelor of Business in Business Computing project
- School of Information Systems Prize for the best Computing Project
- School of Information Systems Prize for the best graduating student in the Graduate Diploma in Business Computing
- School of Information Systems Prize for the best graduating student in the Master of Business in Information Systems
- Mercury Interactive Prize for the best graduating student in the Graduate Certificate in Enterprise Resource Planning Systems
- Mercury Interactive Prize for the best student in the subject Enterprise Resource Planning Systems
- Mercury Interactive Prize for the best student in the subject Client Server Technology
- Sapient College for the best student in the subject Applications Programming Techniques
- Australian Wine Society for the best student in the subject Enterprise eCommerce
- IDS Sheer Prize for the best student in the subject Business Process Engineering
- School of Information Systems Prize for the best Information Systems Co-operative Education student
- School of Information Systems Prize for the best Systems Support Co-operative Education student
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
(a) To produce intellectually well rounded law graduates who have the professional and academic skills required to work in a variety of legal settings;
(b) 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;
(c) 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;
(d) To provide graduates with such other attributes and competencies as would be expected of law graduate from an Australian Law School; and
(e) 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). Structure as follows:

Compulsory Core 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
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
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB1119 Corporations Law 1
- BLB1211 Legal Theory
- BLB1214 Corporations Law 2
- BLB1226 Real Property Law
- BLB1227 Dispute Resolution and Civil Procedure
- BLB1328 Criminal Law
- BLB3134 Taxation Law
- BLB4136 Equity and Trust
- BLB4139 Evidence

**Professional Skills Subjects**
- BLB1114 Legal Research Methods
- BLB2120 Legal Writing and Drafting
- BLB2122 Advocacy and Communication
- BLB3130 Interviewing and Negotiation Skills
- BLB3131 Lawyers and Legal Ethics

**Electives**
(Student are required to do three elective subjects from the following list in addition to the required Core subjects listed above)
- BLB1116 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

**Bachelor of Legal Practice**

**Course Aims**
The course aims to provide students with a basic grounding in legal practice and management, with a number of elective options permitting students to deepen their knowledge in particular areas of legal practice and thus develop specialist, as well as generalist skills as legal support staff in either the private or public sector.

**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 or over six years on a part time basis. 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 course structure is as follows:
- BLB1105 Business Law
- BLB1114 Legal Research Methods
- BMO1101 Accounting for Decision Making
- Two of the following group:
  - BLB1116 Law Discrimination and Society
  - BLO2406 Cyber Law
  - BLO2207 Employment Law
  - BLO3332 Administrative Law and
  - BLB2123 Trade Practices Law and Policy
  - BLB2125 Real Property Law
  - BLB3128 Criminal Law
  - BLB3131 Lawyers and Legal Ethics
  - Two of the following:
    - BLB1115 Torts
    - BLB2123 Trade Practices Law and Policy
    - BLB2125 Real Property Law
    - BLB3128 Criminal Law
    - BM01192 Business Communication
    - BM03421 Managing the Service Organisation
    - BLB3131 Lawyers and Legal Ethics

**Two of the following:**
- BLB3135 Family Law
Bachelor of Laws/ Bachelor of Arts
(Combined Degree)

Course Objectives
The course will provide students with knowledge, skills and competencies in areas that 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**
2 year Arts subjects from a major sequence
2 first year Arts subjects from a sub-major sequence
2 Arts electives

Year Two
BLB1102 Contracts 1*

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
- 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

**Core Business Subjects**
- BA1101 Accounting for Decision Making
- BCO1102 Information Systems for Business
- 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
- BAO2202 Financial Accounting
- BAO2204 Management Accounting
- BAO2203 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 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
- 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

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
- 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
- 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

**Specialisation Subjects – Applied Economics**
- BEO2254 Statistics for Business and Marketing
- BEO2263 Macroeconomic Analysis
- BEO2264 Microeconomic Analysis
- BEO2283 Applied Regression Analysis
- BEO2294 Business Forecasting Methods
- BEO2295 Quantitative Methods for Economics and Business
- BEO3366 Economic Policy and Research
- BEO3500 Applied Economic Research Project

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

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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.
Bachelor of Business (Human Resource Management)/Bachelor of Laws (Combined Degree)

Course Objectives
The combined course will allow students to combine areas of study that have significant synergies. The combined course will facilitate a deepening of graduates’ understanding of the importance and application of effective human resource management in legal practice, and provide them with a range of skills that are sought after in both the private and public sectors.

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 five years on a full-time basis or over ten years on a part-time basis.

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:

Law Subjects
- BLB1101 Australian Legal Systems in Context
- BLB1102 Contracts 1
- BLB1113 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1116 Law, Discrimination and Society
- BLB1117 Contracts 2
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2122 Advocacy and Communication
- BLB2124 Corporations Law 2
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3134 Taxation Law
- BLB4135 Australian Employment Law
- BLB4136 Equity and Trusts
- BLB4139 Evidence
- BLB3131 Lawyers and Legal Ethics
- BLO2233 Health and Safety Law

Core Subjects
- BAO1101 Accounting for Decision Making
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour
- BHRM Specialisation and Support Subjects*
- BMO1192 Business Communication
- BMO3220 Human Resource Management
- BMO3323 Employee Relations Management
- BMO3324 Consulting and Counselling
- BMO3325 HRM Evaluation
- BMO3420 Human Resource Information Systems
- BMO3476 Training and Development

5 of the following Management Subjects
- BMO2300 Career Planning and Development
- BMO3292 Business Ethics
- BMO3320 Interpersonal and Organisational Negotiation
- BMO3327 Organisational Change and Development
- BMO3328 Health and Safety Management
- BMO3351 Workplace Industrial Relations
- BMO3421 Managing the Service Organisation
- BMO3422 Strategic Management
- BMO4422 Innovation and Entrepreneurship

*Core subject BLO1105 Business Law is not required

Bachelor of Laws/Bachelor of Engineering (Combined 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 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:
- 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 six 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 720 credit points through academic study to graduate.
Course Structure
The course structure is as follows:

**Year One**
120 credit points from the appropriate Engineering course

**Year Two**
BLB1101 Australian Legal System in Context
BLB1114 Legal Research Methods
BLB1102 Contracts 1
BLB1117 Contracts 2
Plus 60 credit points from the appropriate Year 2 of the Engineering course

**Year Three**
BLB1115 Torts
BLB1116 Law, Discrimination and Society
BLB1118 Constitutional Law
BLB1113 Australian Administrative Law
Plus 60 credit points from the appropriate Years 2 and 3 of the Engineering course

**Year Four**
BLB2119 Corporations Law 1
BLB2120 Legal Writing and Drafting
BLB2121 Legal Theory
BLB2123 Advocacy and Communication
Plus 60 credit points from the appropriate Years 2 and 3 of the Engineering course

**Year Five**
BLB2124 Corporations Law 2
BLB3134 Taxation Law
BLB2125 Real Property Law
BLB2126 Federal Constitutional Law
Plus 60 credit points from the appropriate Year 4 of the Engineering course

**Year Six**
BLB3127 Dispute Resolution and Civil Procedure
BLB3128 Criminal Law
BLB3130 Interviewing and Negotiating Skills
BLB4136 Equity and Trusts
BLB4139 Evidence
BLB3131 Lawyers and Legal Ethics
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation

Bachelor of Laws/ Bachelor of Science
(Combined Degree)

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 for 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;
- 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**
BLB1101 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
BLB1116 Law, Discrimination and Society
BLB1118 Constitutional Law
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
BLB3134 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 Trusts
BLB4139 Evidence
BLB3131 Lawyers and Legal Ethics
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
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
BLB3129 Intellectual Property Law
BLB3130 Law, Discrimination and Society
BLB3131 Lawyers and Legal Ethics
BLB3132 Securities Law
BLB3133 Comparative Commercial Law
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
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - International Trade
BEO1252 International Business Context
BEO2254 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
BHO3373 International Marketing

Electives
One approved subject from the 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 business. 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
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
BLB3129 Intellectual Property Law
BLB3130 Law, Discrimination and Society
BLB3131 Lawyers and Legal Ethics
BLB3132 Securities Law
BLB3133 Comparative Commercial 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
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - International Trade
BEO1252 International Business Context
BEO2254 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
BHO3373 International Marketing

Electives
One approved subject from the Faculty of Business and Law listing.
FACULTY OF BUSINESS AND LAW

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
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Management
BMO1192 Business Communications*
BMO2101 Operations Management
BMO3220 Human Resource Management
BMO3422 Strategic Management
BMO3320 Interpersonal and Organisation Negotiation
BMO3327 Organisation Change and Development
BMO3292 Business Ethics*
BMO4422 Innovation and Entrepreneurship
(*or students may select either Managing the Service Organisation or Managing Administrative Systems)

Electives
One approved subject from the 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
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
BLB4137 Asian Legal Systems
BLB4138 Conflict of Laws
BLB4139 Evidence
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation

Core Business Subjects
BAO1101 Accounting for Decision Making
BCO1102 Information Systems for Business
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Marketing
BEO2254 Statistics for Business and Marketing
BHO2251 Product and Pricing Strategy
BHO2285 Marketing Research
BHO2434 Consumer Behaviour
BEO2186 Distribution Management
BHO2250 Advertising and Public Relations
BHO3254 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; 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 I
- 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
- 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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHH171 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
- BHO2255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3500 Hospitality and Tourism Industry Project

Tourism Support Subjects
- BHO2254 Tourism and Hospitality Marketing
- BHO3473 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.
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
- BCO1102 Information Systems for Business
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BMO1102 Management and Organisation Behaviour
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Music Industry
- BEO2401 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
- BEO3407 The Economics of Copyright and Music Publishing
- BEO3500 Applied Economics Research Project

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

**BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.
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 context 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
BCO1102 Information Systems for Business
BLO1105 Business Law
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BEO1106 Business Statistics
BHO1171 Introduction to Marketing
BMO1102 Management and Organisational 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 Taxation Law and Practice
BLO2300 Commercial Law
Plus any three of the following:
BLO3351 Legal Topics A
BLO2207 Employment Law
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

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)
BLB2127 Legal Practice and Conduct
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
BLO3332 Administrative Law
BLO3551 Legal Topics A
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 Prize for eight best first year commercial law students.
• Butterworths Prize for eight best second year commercial law students.
• Ken Billing Prize for best graduating student in law subjects in the Bachelor of Business in Accounting
• Tony Cosgrove Memorial Prize for best first year students in the Bachelor of Business in Accounting: Business Law
School of Management

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, management - service and operations 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; 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
- BCO1102 Information Systems for Business
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BLO1105 Business Law
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation - 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 - Management
- BMO3220 Human Resource Management
- BMO3327 Organisation Change and Development

Electives
Eight approved subjects.
**BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

Bachelor of Business in Human Resource Management

Course Objectives
The course provides students with the opportunity to study a specialist human resource management while still able to select electives in the more generic management, and vocational electives of industrial relations, and management - service and operations.

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 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. Students 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
- BCO1102 Information Systems for Business
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BLO1105 Business Law
- BHO1171 Introduction to Marketing
- BMO3220 Human Resource Management

Support 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

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

**BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.
Bachelor of Business (Management - Service and Operations)

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; 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
- BCO1102 Information Systems for Business
- BEO1106 Business Statistics
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BLO1105 Business Law
- BHO1171 Introduction to Marketing
- BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Services and Operations Management
- BMO1192 Business Communication
- BMO1110 Managing Knowledge
- BMO2354 Conferences and Meetings Management
- BMO3320 Interpersonal and Organisation Negotiation
- BMO3421 Managing the Service Organisation
- BMO3422 Strategic Management
- BMO2181 Operations Management
- BMO2184 Operations Support Systems
- BMO2283 Materials Management and Distribution
- BMO3381 Manufacturing Decision Analysis
- BMO3352 International Management
- BMO4422 Innovation and Entrepreneurship

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

Electives

Two approved subjects.

**BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.

Bachelor of Business (Human Resource Management)/Bachelor of Laws (Combined Degree)

Course Objectives

The combined course will allow students to combine areas of study that have significant synergies. The combined course will facilitate a deepening of graduates' understanding of the importance and application of effective human resource management in legal practice, and provide them with a range of skills that are sought after in both the private and public sectors.

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 five years on a full-time basis or over ten years on a part-time basis.

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:

Law Subjects
- BLB1101 Australian Legal Systems in Context
- BLB1102 Contracts 1
- BLB1110 Australian Administrative Law
- BLB1114 Legal Research Methods
- BLB1115 Torts
- BLB1116 Law, Discrimination and Society
- BLB1117 Contracts 2
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
- BLB2121 Legal Theory
- BLB2122 Advocacy and Communication
- BLB2124 Corporations Law 2
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3130 Interviewing and Negotiating Skills
- BLB3134 Taxation Law
- BLB4135 Australian Employment Law
- BLB4136 Equity and Trusts
Bachelor of Business Strategic and Financial Management

(Joint Degree)

Course Objectives
The course aims to provide students with a focussed 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 6.0 or above
- TOEFL – total 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.

Bachelor of Business
(Tourism Management/Event Management)

Course Objectives
The main educational aim of the course is to provide students with a sound understanding of the principles and practices relevant to business, tourism, and event management. This will enable them to be successful and effective managers in the tourism and events sectors 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, numeracy, and proficiency in the use of technology. The course will improve learning by providing a framework for the application of relevant concepts to tourism management and event management and providing scope for work-related and reflective learning as students progress through the course.

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 six years on a full-time basis or part-time equivalent plus a compulsory year of Co-operative Education year.

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
- BCO1102 Information Systems for Business
- BEO1104 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

Specialisation Subjects - Event Management
- BMO2354 Conferences and Meetings
- BMO3405 Live Performance Management
- BMO3421 Managing the Service Organisation

Compulsory Support
- BAO1106 Accounting for Hospitality and Tourism Managers
- BMO3473 Human Relations

Electives
2 electives from subjects offered by the Faculty of Business and Law

Bachelor of Business (Hospitality/ Event Management)

Course Objectives
The main education aim of the course is to provide students with a sound understanding of the principles and practices relevant to business, hospitality management, and event management. This will enable them to be successful and effective managers in the hospitality, tourism and events sectors 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, numeracy and proficiency in the use of technology.
Bachelor of Business
(Event Management)

Course Objectives
The main educational aim of the course is to provide students with a sound understanding of the principles and practices relevant to business and event management and enable them to be successful, effective managers in the events sectors or other chosen field. The key attributes of these graduates will be critical and reflective thinking, creative problem solving, effective communication, adaptability to change, numeracy, and proficiency in the use of technology. The course will improve learning by providing a framework for the application of relevant concepts to event management and providing scope for work-related and reflective learning as students progress through the course.

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 six years on a full-time basis or part-time equivalent plus a minimum of 350 hours of approved industry experience or an optional co-operative education year.

All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through subject 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
BCO1102 Information Systems for Business
BEO1106 Business Statistics
BEO1103 Microeconomic Principles
BEO1104 Macroeconomic Principles
BHO1171 Introduction to Marketing
BMO1102 Management and Organisation Behaviour

Specialisation Subjects - Event Management
BMO2354 Managing the Service Organisation
BHO3473 Human Relations

Electives
8 electives from subjects offered by the Faculty of Business and Law

Note: In addition, students are required to complete the subject BBB3111 Business Integrated Learning. Students may be permitted to undertake BBB333 Co-operative Education as an alternative.

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
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

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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
BCO1102  Information Systems for Business
BEO1103  Microeconomic Principles
BEO1104  Macroeconomic Principles
BEO1106  Business Statistics
BHO1171  Introduction to Marketing
BMO1102  Management and Organisation Behaviour

Specialisation Subjects - Management
BMO1192  Business Communications
BMO3220  Human Resource Management
BMO3221  Strategic Management
BMO3327  Organisation Change and Development
BMO3328  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:
- 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
BCO1102  Information Systems for Business
BHO1171  Introduction to Marketing
BHO1110  Introduction to 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 Communications
BMO3220  Human Resource Management
BMO3221  Strategic Management
BMO3327  Organisation Change and Development
BMO3328  Business Ethics
BMO4422  Innovation and Entrepreneurship
BMO1102  Management and Organisation Behaviour

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

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
- BCO1102 Information Systems for Business
- 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
- BHO2434 Consumer Behaviour
- BHO2186 Distribution Management
- BHO2250 Advertising and Public Relations
- BHO3254 Advanced Marketing Research
- BHO3435 Marketing Planning and Strategy

Specialisation Subjects - Management - Service and Operations (Stream)
- BMO1110 Managing Knowledge
- BMO2354 Conferences and Meetings Management
- BMO3422 Strategic Management
- BMO3421 Managing the Service Organisation
- BMO4422 Innovation and Entrepreneurship

or

Specialisation Subjects - Human Resource Management (Stream)
- BMO3476 Training and Development
- BLO2207 Employment Law
- 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

And one of the following:
- BMO3422 Strategic Management (HR Stream)
- BMO3327 Organisation Change and Development (Service and Operations Stream)

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

**BBB3111 Business Integrated Learning is an additional unit of study within this course. Please refer to page 96 for further details.**

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 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 2003.

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>BLO1105</td>
<td>Business Law</td>
</tr>
<tr>
<td>BEO1103</td>
<td>Microeconomic Principles</td>
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<tr>
<td>BEO1104</td>
<td>Macroeconomic Principles</td>
</tr>
<tr>
<td>BMO1102</td>
<td>Management and Organisation Behaviour</td>
</tr>
<tr>
<td>BCO1102</td>
<td>Information Systems for Business</td>
</tr>
<tr>
<td>BA1101</td>
<td>Accounting for Decision Making</td>
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<tr>
<td>BEO1106</td>
<td>Business Statistics</td>
</tr>
<tr>
<td>BHO1171</td>
<td>Introduction to Marketing</td>
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</tbody>
</table>

Specialisation - Human Resource Management

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<tr>
<th>Code</th>
<th>Subject</th>
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<tbody>
<tr>
<td>BMO3476</td>
<td>Training and Development</td>
</tr>
<tr>
<td>BLO2207</td>
<td>Employment Law</td>
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<tr>
<td>BMO3420</td>
<td>Human Resource Information Systems</td>
</tr>
<tr>
<td>BMO3323</td>
<td>Employee Relations Management</td>
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<tr>
<td>BMO3325</td>
<td>Human Resource Management Evaluation</td>
</tr>
<tr>
<td>BMO3324</td>
<td>Consulting and Counselling</td>
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</tbody>
</table>

Support Subjects - Human Resource Management

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject</th>
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</thead>
<tbody>
<tr>
<td>BMO3220</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>BMO3422</td>
<td>Strategic Management</td>
</tr>
</tbody>
</table>

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 event 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 enquiries regarding the course must be made through the Course Co-ordinator in 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 2003.

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 (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, 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:

Core Business Subjects

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject</th>
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<tbody>
<tr>
<td>BLO1105</td>
<td>Business Law</td>
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<tr>
<td>BEO1103</td>
<td>Microeconomic Principles</td>
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<tr>
<td>BMO1102</td>
<td>Management and Organisation Behaviour</td>
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<tr>
<td>BCO1102</td>
<td>Information Systems for Business</td>
</tr>
<tr>
<td>BEO1104</td>
<td>Macroeconomic Principles</td>
</tr>
<tr>
<td>BEO1106</td>
<td>Business Statistics</td>
</tr>
<tr>
<td>BHO1171</td>
<td>Introduction to Marketing</td>
</tr>
<tr>
<td>BAO1101</td>
<td>Accounting for Decision Making</td>
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</tbody>
</table>

Sports Administration Subjects

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<tr>
<th>Code</th>
<th>Subject</th>
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<tbody>
<tr>
<td>HPS1111</td>
<td>Sport, History and Culture</td>
</tr>
<tr>
<td>HPS1112</td>
<td>Oral &amp; Interpersonal Communication in Sport Org</td>
</tr>
<tr>
<td>HPS1113</td>
<td>Introduction to Sports Administration</td>
</tr>
<tr>
<td>HPS1115</td>
<td>Sport, Politics and Government</td>
</tr>
<tr>
<td>ACA1001</td>
<td>Introduction to Writing</td>
</tr>
<tr>
<td>BLO9211</td>
<td>Sport Law and the Athlete</td>
</tr>
<tr>
<td>HPS0111</td>
<td>Sport Career Development Seminar 1</td>
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<td>HPS0112</td>
<td>Sport Career Development Placement 1</td>
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<td>HPS2111</td>
<td>Sport Sponsorship</td>
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<td>HPS7045</td>
<td>Sport and the Media</td>
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<td>HPS1112</td>
<td>Sport Venue and Stadium Administration</td>
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<td>HPS0111</td>
<td>Sport Career Development Seminar 2</td>
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<td>HPS0112</td>
<td>Sport Career Development Placement 2</td>
</tr>
<tr>
<td>HPS3111</td>
<td>Sport Event Administration</td>
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<tr>
<td>HPS3113</td>
<td>Ethics, Social Policy and Sport</td>
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<td>HPS0111</td>
<td>Sport Career Development Seminar 3</td>
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<td>HPS0112</td>
<td>Sport Career Development Placement 3</td>
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<tr>
<td>HPO1111</td>
<td>Vocational Elective in Sport Administration 1</td>
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<tr>
<td>HPO1112</td>
<td>Vocational Elective in Sport Administration 2</td>
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<td>HPO1113</td>
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</tr>
<tr>
<td>HPO1114</td>
<td>Vocational Elective in Sport Administration 4</td>
</tr>
<tr>
<td>(for more information on Vocational Electives please contact the Faculty of Human Development)</td>
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</tr>
</tbody>
</table>

Business Support Subjects - Compulsory

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject</th>
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</thead>
<tbody>
<tr>
<td>BHO2285</td>
<td>Market Research</td>
</tr>
<tr>
<td>BMO3220</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>BCO1103</td>
<td>Web Enabled Business Systems</td>
</tr>
<tr>
<td>BMO3327</td>
<td>Organisation Change and Development</td>
</tr>
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Business Specialisation - Human Resource Management

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject</th>
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<tbody>
<tr>
<td>BLO2207</td>
<td>Employment Law</td>
</tr>
<tr>
<td>BMO3476</td>
<td>Training and Development</td>
</tr>
<tr>
<td>BMO3323</td>
<td>Employee Relations 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.

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 Behaviour 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 Prize for best first year student in the Graduate Diploma in Industrial Relations
- Australian Institute of Management Prize for the best graduating student in Master of Business in Management (Coursework)
- Australian Human Resources Institute Prize for best graduating student in the Bachelor of Business in Management (Human Resource Development and Management)
- Australian Human Resources Institute Prize for best student in the Masters in Training and Change Management
- Rumpf Foundation Prize for most outstanding first year student in Bachelor of Business in Management
- Rumpf Foundation Prize for best graduating student in Bachelor of Business in Management, Sunbury Campus
- Rumpf Foundation Prize for best graduating student in the Master of Business in Management (Coursework and Thesis)
- School of Management Prize for Bachelor of Business in Management with an administrative specialisation
- WYNCA RE Prize for best graduating student in Bachelor of Business in the subject Innovation and Entrepreneurship
- WYNCA RE Prize for best graduating Master of Business student in the subject Managing Innovation and Entrepreneurship
- Rumpf Foundation Prize for Bachelor of Business in Management (Footscray Park Campus)
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 meeting of the class at commencement of 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; preparation of financial statements; forms of business ownership, and effect on financial statements; budgeting – an introduction; budgets; control and performance reports; analysis and interpretation; evaluation of performance; the operating cycle; short term decision making and cost behaviour.


**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** Final examination, 70%; internal assessment, 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.

**BAO1106 ACCOUNTING FOR HOSPITALITY AND TOURISM MANAGERS**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BAO1101 Accounting for Decision Making.

**Content** This subject provides students with an introduction to the conceptual and regulatory frameworks, tax effect accounting, lease accounting, foreign currency transactions.


**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%; examination, 50%. Students must 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, Werribee, Kuala Lumpur.

**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 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** 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.

**BAO2100 INTRODUCTION TO SMALL ENTERPRISE**

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**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.


**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%; examination, 50%. Students must 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 provides students with an introduction to regulation of the business environment and an understanding of how to apply professional judgement in the recognition and disclosure of business events. Topics include: introduction to the conceptual and regulatory frameworks, tax effect accounting, lease accounting, foreign currency transactions.

**Required Reading** Deegan, C., Australian Financial Accounting.

**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%. 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.
BAO 2203 CORPORATE ACCOUNTING

Campus: Footscray Park, Werribee, Kuala Lumpur

Prerequisite(s): BAO 2202 Financial Accounting

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.


BAO 2204 MANAGEMENT ACCOUNTING

Campus: Footscray Park, Werribee, Kuala Lumpur

Prerequisite(s): BAO 1101 Accounting for Decision Making

Content: The subject aims to develop students’ ability to deal confidently with the multi-footed challenges facing the function of management accounting in contemporary organisations. The broad areas to be covered include strategic planning and control; operational planning and control; cost system design, evaluation of product/service costing methodologies.

Required Reading: To be advised by lecturer.

BAO 2208 COMPUTERISED ACCOUNTING INFORMATION SYSTEMS

Campus: Footscray Park, Werribee

Prerequisite(s): BAO 1107 Accounting Information Systems; BCO 1102 Information Systems for Business

Content: This subject aims to develop an understanding of the need for advanced technology in the business organisation and its ramifications for the accounting information system. The subject aims to extend students’ understanding of accounting procedures, systems and information flows to enable them to record, summarise and communicate financial data in a computerised accounting environment. Additionally, the subject aims to develop the students’ understanding of different accounting software packages available on the market and illustrates the use of MYOB. This subject includes the following topics: accounting information systems foundations and concepts; analysis of the information needs of a business; system control structures in a computerised accounting environment; accounting information systems applications.


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.

BAO 2209 ENTERPRISE ACCOUNTING INFORMATION SYSTEMS

Campus: Footscray Park, Werribee

Prerequisite(s): BAO 1101 Accounting for Decision Making

Content: The subject aims to demonstrate the use of integrated information systems in medium to large size organisations and to demonstrate how these systems facilitate the production of accounting information. Topics include: overview of enterprise resource planning (ERP) systems; general ledger; financial reporting and management reporting in an ERP system; hardware/software acquisition alternatives; control in an ERP information system, and accounting evaluation of an ERP implementation.


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 complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 2408 ELECTRONIC COMMERCE ACCOUNTING SYSTEMS

Campus: Footscray Park, Werribee, Hong Kong

Prerequisite(s): BAO 1101 Accounting for Decision Making

Content: This subject aims to give students an introduction to 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 existing systems management system, EC & Financial Analysis, EC & internal control and security, EC & audit.


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.
BAO 2440 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 Finance, 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% each; 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.

BAO 2500 TRANSPORT FINANCIAL PLANNING

Campus Footscray Park, Werribee.

Prerequisite(s) BAO 1101 Accounting for Decision Making

Content The subject aims to develop knowledge and understanding of the financial planning for the transport infrastructure and operations. Topics include: elements of cost for a transport project; types of infrastructure development: direct, BOO, BOOT; pricing transport services; sources of funds: government assistance (bonds etc), private funding (domestic/international); financial mathematics; DCF: long term financial assessment of projects; DCF: leasing/buying transport equipment; review and iteration of topics in a major case study.


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.

BAO 3100 THE ENTERPRISE PROJECT

Campus Footscray Park.

Prerequisite(s) BAO 2100 Introduction to Small Enterprise; BMO 2182 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, 100%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 3282 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. After 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, information acquisition, ethical criteria, procedural maxims and 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 to stakeholders; fraudulent activity types, causes, cases, action taken, different roles within an organisation; laws and regulations of fraudulent activities; whistleblowing trade secrets, insider trading, corporate disclosure, professional attitudes, a review of different codes of conduct; international business and ethics, multinational corporations and international dimensions of business practices, regulations and culture.

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 required to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO 3302 INTERNATIONAL ACCOUNTING

Campus Footscray Park, Werribee.

Prerequisite(s) BAO 2202 Financial Accounting.

Content The aims of the subject are to: analyse 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.

Required Reading Baydoun, N., Nishimura, A., and Willet, R., 1997,
A counting in the A south Pacific Region, John Wiley, Singapore.

**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. No hand-held calculators may be used in examinations.

**BAO 3306 AUDITING**

**Campus** Footscray Park, Kula Lumpur, Werribee

**Prerequisite(s)** BAO 2203 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.

**Required Reading**

**BAO 3308 ADVANCED AUDITING**

**Campus** Footscray Park.

**Prerequisite(s)** BAO 3306 Auditing.

**Content** This subject aims to provide greater depth of coverage to topics and issues covered in BAO 3306 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.

**BAO 3309 ADVANCED FINANCIAL ACCOUNTING**

**Campus** Footscray Park, Werribee - subject to demand.

**Prerequisite(s)** BAO 2203 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' analytical 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.


**BAO 3307 CORPORATE FINANCE**

**Campus** Footscray Park, Werribee, Kula Lumpur.

**Prerequisite(s)** BAO 1101 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 markets, sources of finance, the use of derivatives capital structure and dividend policy.


**BAO 3310 SOCIAL AND ENVIRONMENTAL ACCOUNTING**

**Campus** Footscray Park, Werribee - subject to demand.

**Prerequisite(s)** BAO 1101 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 these 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.

**BAO 3311 PUBLIC SECTOR ACCOUNTING**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BAO 2203 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 studies 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.

**BAO 3312 ADVANCED MANAGEMENT ACCOUNTING**

**Campus** Footscray Park, Werribee, Kuala Lumpur.

**Prerequisite(s)** BAO 2204 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, divisionalisation 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. Note: Only hand-held non-programmable calculators may be used in examinations.

**BAO 3315 ENTERPRISE IN ACCOUNTING AND FINANCIAL PRACTICE**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BAO 2202 Financial Accounting.

**Content** This subject is designed to build upon the technical skills developed in a variety of disciplines during the first two years of the degree program. The focus is to encourage the development of 'enterprising' skills – in particular communication, problem solving and team work to complement academic education. The skills will be applied to real world situations with emphasis on problem solving. Topics include: developing enterprising attributes; accounting in public practice; communicating with clients, potential employers, difficult people; developing business relationships; the role of marketing; computing tools for business; the role of the business advisor; problem solving in a small business; presentation skills; developing employment skills.

**Required Reading** Cotesta, P., Crosling, G., and Murphy, H., 1998, Writing for Accounting Students, Butterworths.

**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.

**BAO 3316 THE PRACTISING ACCOUNTANT AND TECHNOLOGY**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BAO 1107 Accounting Information Systems, BAO 2202 Financial Accounting, BLO 2206 Taxation Law and Practice.

**Content** This subject aims to provide students with an overview and understanding of the role of the public accountant in a small practice. It will also prepare students in various aspects of applied technology in the public practice office by introducing certain computer packages such as Solution 6 and Xlon in the preparation of various tax related reports and returns through computers and it would finally lead to the establishment of a small business accounting practice. Topics include: Understanding of the nature of enterprise skills of problem solving, communication and networking and development of research skills through common Internet sites necessary in an accounting practice for any accounting/ tax change in legislation; managing client profiles through computers; keeping secretarial files for directors, shareholders and minutes through computers and being able to lodge changes with Australian Securities and Investment 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 BAS, IAS, asset 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.
BAO3317 MANAGERIAL ACCOUNTING, DECISIONS AND TECHNOLOGY
Campus Footscray Park, Werrimbee.
Prerequisite(s) 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. 
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.

BAO3402 INTERNATIONAL BANKING AND FINANCE
Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) BAO3307 Corporate Finance.
Class Contact: Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules. A delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment: Internal assessment, 35%; final examination, 65%.

BAO3403 INVESTMENT AND PORTFOLIO MANAGEMENT
Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) BAO3307 Corporate Finance.
Content: An introduction to investments and securities markets; measuring investment return and risk; the pricing and management of fixed interest securities, equities, and property; fundamental analysis; derivative securities; portfolio theory and measuring portfolio performance; efficient market hypothesis; passive and active trading 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: Internal assessment, 30%; final examination, 70%

BAO3404 CREDIT AND LENDING DECISIONS
Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) BEO3447 Commercial Banking and Finance; BLO3405 Law of Financial Institutions and Securities.
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 risk. 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 lending facilities required by customers; demonstrate an understanding of the issues related to lending to various forms of legal entity 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, and problem loans and recovery.
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%.

BAO3501 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%

Subjects will not be available.
BBB3311 BUSINESS INTEGRATED LEARNING
Campus Footscray Park
Prerequisite(s) Participation in the Co-operative Education Preparation Program and successful completion of at least twelve (12) business subjects, prior to enrolment.
Content The 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: What you need to know as an Employee (for positions in Australia only). Notes prepared by the Co-operative Education Unit, Co-operative Employment Handbook.
Assessment The subject is to be graded on an Ungraded basis; i.e. 'S' is an Ungraded Pass and 'U' for an Ungraded Fail. Students complete a minimum of 350 hours of approved industry experience and submit a Self-Assessment Report reflecting their learning outcomes. This should be accompanied by evidence from the employer/host organisation of the Business Integrated Learning activities in the form of either a reference, signed employment contract and/or job description or in the case of voluntary positions, a record of service showing hours, duties with appropriate signatures (acceptable documentation to be advised by the respective Co-operative Education Co-ordinator).

BBB3333 CO-OPERATIVE EDUCATION
Campus Footscray Park, Sunbury, Werribee.
Prerequisite(s) Participation in the Co-operative Education Preparation Program and successful completion of at least nine (9) subjects to be eligible to apply for positions. Successful completion of at least twelve (12) subjects, prior to the commencement of a co-operative position.
Content The subject enables students to apply their knowledge to an actual working situation in an industry or professional environment. Students complete a minimum training period of forty (40) calendar weeks of full-time work as mutually agreed between the employer, student and University.
Required Reading Compiled by the Workplace Study Centre on behalf of the Co-operative Education Unit, Victoria University (for positions in Australia only), Co-operative Employment: What you need to know as an Employee. Notes prepared by the Co-operative Education Unit, Co-operative Employment Handbook.
Assessment Students are required to complete the mutually agreed Co-operative employment period and submit reports consisting of Self-Assessments and Employer Appraisals. Students will be graded as Ungraded Pass or Ungraded Fail.

BCA9171 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 system 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 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.

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, 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.

BBF3512 ENVIRONMENTAL LEGISLATION AND ECONOMICS (ENGINEERING AND SCIENCE SERVICE SUBJECT)
Campus Footscray Park
Prerequisite(s) Nil
Content Introduction to law, types of legislative enactments and the Australian court system. Applications of acts, regulations and other laws and policies to development proposals, managerial responsibilities and environmental protection. Overview of relevant provisions of a range of environment-related legislation. Cost/benefit, cost effectiveness and input-output analysis. Valuation techniques for externalities, assessment of social values, utility and elasticity considerations, economic instruments of environmental policy including taxes, charges and levies, environmental damage rights and credits, performance bonds, tradeable rights.
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 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.
Assessment Practical work, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to pass the subject. Supplementary assessment will not be available.

BCF9220 DATABASE APPLICATIONS IN SPORT ADMINISTRATION (HUMAN DEVELOPMENT SERVICE SUBJECT)

Campus Sunbury
Prerequisite(s) BCO1102 Information Systems for Business.
Content This subject aims to provide students with the skills to use a relational database package. The package will be used to familiarise students with a sampling of membership applications and database design considerations appropriate to a sport setting. Special attention will be given to the terminology associated with database packages, the design of databases, editing and manipulating data, querying databases, producing reports from a database, printing and merging data base information with other applications. User interface design, including the Internet, will also be covered.
Recommended Reading To be advised by the subject lecturer.
Class Contact Three hours per week for one semester comprising a one and a half hour lecture and a one and one half hour laboratory workshop.
Assessment Assignments (50%); final exam (50%). Students must satisfactorily complete each component of the assessment to pass the subject. Supplementary assessment will not be available.

BCO1041 INTRODUCTION TO PROGRAMMING

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 any programming language. 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 representations; 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.
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.

BCO 1046 COMPUTER SYSTEMS

Campus Werribee, Hong Kong.
Prerequisite(s) BCO 1102 Information Systems for Business.
Co-requisite(s) BCO 1041 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 organisation 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 lecture.
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 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.

BCO 1048 INTRODUCTION TO BUSINESS SYSTEMS DEVELOPMENT

Campus Werribee, Hong Kong.
Prerequisite(s) BCO 1102 Information Systems for Business.
Content The subject aims to introduce the concept of computer based information 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, KB, documentation techniques, CBIS 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%; examination and tests, 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.
BCO1102 INFORMATION SYSTEMS FOR BUSINESS

Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.

Prerequisite(s) Nil.

Content This subject aims to introduce students to the professional activities involved in developing and applying information systems and the nature and importance of the supporting information technology. The subject introduces students to the nature and types of information systems and their importance to business processes. The student is introduced to the hardware and software technology that lies at the heart of business information systems, and to the principles that need to be applied in the development and application of effective information systems in business.

Required Reading Current Available Textbook - Student 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 Assignments including development and documentation of a database solution to a business problem and an oral presentation, 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.

BCO1103 WEB ENABLED BUSINESS SYSTEMS

Campus Footscray Park, Werribee.

Prerequisite(s) BCO1102 Information Systems for Business.

Content This subject will introduce the place of information technology (IT) in business and provide an overview to the four major areas; infrastructure, transactional systems, strategic systems and informational systems. It will provide an insight into the use and management of information for web-enabled businesses. It will examine issues surrounding the design, management and use of information technology interfaces that enable both internal and global communications and interaction.


Class Contact 3 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 Final Examination, 60%; tutorial assignments, class presentations, project, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO1104 INTRODUCTION TO PROGRAMMING CONCEPTS

Campus Footscray Park, Werribee.

Prerequisite(s) Nil.

Co-requisite(s) BCO1102 Information Systems for Business as a prerequisite 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.

BCO2104 MANAGING THE COMPUTING ENVIRONMENT

Campus Werribee, Hong Kong.

Prerequisite(s) BCO1046 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 systems maturity; roles in the computing environment; information technology Department structures, stakeholders in information technology being a manager; managing office automation; strategies for selection, recommendation and purchasing of hardware and software; cost/benefit analysis; paying for information technology, strategic planning and budgeting; introduction of new technology: user resistance, strategies for change; planning installation of computing equipment; supporting users; types of support; managing and running a help desk, service delivery, peer support; information technology steering committees; training issues; types of training, training programs for users and support staff; selection of staff; security issues and threats to the computing environment; managing user’s access and privileges; maintaining inventory of computing assets; auditing the computing systems; managing use and abuse of corporate computing services, such as email and internet use.

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, 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.

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BCO2041 SYSTEMS ANALYSIS AND DESIGN
Campus Werribee, Hong Kong.
Prerequisite(s) BCO1048 Introduction to Business Systems Development.
Content This subject aims to provide students with processes to formalise all aspects of systems analysis and design processes. It will develop student abilities to apply tools and techniques that are currently in use in systems development, building upon the skills and concepts learned in Introduction to Business Systems Development. Students will learn to identify the full range of client needs including such needs as quality, usability, cost and time constraints. Techniques that can be used to meet client needs will be applied by students in a case study. Topics include: Project management; estimation, resource allocation, GANTT, PERT, milestones, function point analysis, deliverables; Development evaluation: metrics; walkthroughs, team reviews, quality assurance, standards; analysis and design techniques: specification techniques, input/output design, interface design, security and controls; Human computer interaction and usability; Systems analysis and design methodologies; selection and application of an appropriate methodology for projects; Automated tools: code restructuring, code generation, CASE; Other development approaches: prototyping, JAD, RAD, reverse-engineering.
Class Contact 'Equivalent' to three hours per week for one semester comprising two one-hour lecture per week and a one-hour tutorial/workshop per week. Subject equal to 15 credit points.
Assessment Assignments, 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.

BCO2042 DATABASE APPLICATIONS
Campus Werribee, Hong Kong.
Prerequisite(s) BCO1041 Introduction to Programming; BCO2149 Database Systems.
Content This subject will introduce students to the knowledge and skills needed to fully develop an application using a microcomputer database management package. Topics include steps in application development, defining an application, designing a solution, creating the database, features of the language, creating modules, testing documentation.
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, 15%; project proposal, 15%; completed project, 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.

BCO2043 MANAGING NETWORK INTEGRATION
Campus Werribee, Hong Kong.
Prerequisite(s) BCO1046 Computer Systems.
Content This subject aims to build on a student's understanding of network architectures and their relationship to a business organisation's communication needs. At the end of the subject a student should be able to make decisions and recommend solutions for an organisation's communication requirements. Topics include the need for network communications for a business organisation from a strategic point of view; survey of currently available LAN products; survey of currently available WAN services; network standards - ISDN, TCP/IP, SNA, OSI; integrating LANs with each other - standards and protocols; integrating LANs and WANs - standards and protocols; network design principles; network management principles; managing the implications on business practices of the Internet; future trends in networking.
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.

BCO2044 COMPUTER PRACTICE
Campus Werribee.
Prerequisite(s) BCO2040 Managing the Computing Environment.
Co-requisite(s) BCO2043 Managing Network Integration.
Content This subject seeks to create a learning environment blending theory and practice which nurture and encourage the student's capacity to develop and consolidate ideas and concepts; professional skills; identification of potential job options; an understanding of his or her ultimate contributions to the field; and contacts in the field. History of information systems and the nature of work in the information systems industry; Concepts embodied in the Help Desk, Systems Management and Preventive Maintenance. Working with Committees; Disaster Planning; Backup Policies and Procedures; Backup Audits; Virus Protection; Help Desk Management; Operations; Training; Professional communication and working with User Groups. Introduction and observation - in this section the student will make observations in different aspects of the help desk environment in order to: gain an understanding of the School of the help desk staff and the way in which help desk staff work; gain knowledge of the different job roles in the help desk; and get to know the people who work in the help desk. Supervised and Unsupervised Help Desk Operation - In this section the student will work independently to gain an understanding of troubleshooting typical PC and/ or network problems; liaise with users; train users; develop consulting skills; and develop management skills.
Required Reading To be advised by lecturer.
Class Contact Equivalent to four hours per week for one semester comprising: one one-hour lecture/ seminar per week for one semester. A minimum of 80 hours in the field. This may be in the form of a practical placement in a help desk environment, or a personally arranged (and approved by the subject leader) training, maintenance or consultancy role within the local community. Subject equal to 15 credit points.
Assessment. Resume/ seminar participation, 10%; class presentation, 20%; major assignment, 60%; and supervisor appraisal, 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.

BCO2H8 SYSTEMS ANALYSIS

Campus Footscray Park, Werribee.
Prerequisite(s) BCO1102 Information Systems for Business
Content The aims of this subject are to provide students with: knowledge of the fundamental requirements to build information systems, the ability to apply current techniques and tools that are used to identify and document business systems requirements in accordance with user needs; an awareness of the purpose and content of relevant documents such as systems proposals and feasibility studies; and an understanding of the roles and responsibilities of the stakeholders involved in the development of business systems. Topics include: Systems Development Frameworks And The Systems Development Process; Methodologies, A Comparison of Methodologies; Management Decision Making and Information Requirements; Nature and Types of Information Systems; Nature, Purpose and Types of Models; Process and Information Modeling; Structured Analysis; Information Engineering; Object Oriented Analysis; Management of the Development Process; Information Gathering Strategies and Techniques; Roles and Responsibilities of Stakeholders; Systems Proposals; Risk Analysis; Feasibility Studies; Business Process Engineering Software Packages; Systems Integration; Enterprise Application Software, Systems Planning.
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.

BCO2H9 DATABASE SYSTEMS

Campus Footscray Park, Werribee, Hong Kong.
Prerequisite(s) Nil.
Co-requisite(s) BCO1102 Information Systems for Business.
Content Functions of a database management system; database management system models; data retrieval in relational database management systems using SQL, database design incorporation normalisation, entity relationship modelling; database administration; distributed databases; database warehousing; database security.
Required Reading Pratt, P.J. 2001, A Guide to SQL, 5th edn, Course Technology; Thomson Learning, 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 Examination, 50%; tests and class 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.

BCO244 STRATEGIC INFORMATION SYSTEMS

Campus Footscray Park, Werribee
Prerequisite(s) BCO1103 Web Enabled Business Systems
Content Information Systems have always been used for cost savings and more recently for adding value to products and services. These days, businesses are looking to achieve more from their use of information technology (IT). IT is being used as the cornerstone for businesses to expand; to inform alliances with suppliers, customers and even competitors; and to assist in discovering innovative ways in which to deliver their goods. This subject will introduce students to the basic theory of using IT for added value, and will explore using IT for the other strategic purposes of growth, innovation and alliance. It will also explore recent popular strategic IS applications.
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 Final Examination, 60%; tutorial assignments, written papers, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO2500 ELECTRONIC COMMERCE TECHNOLOGIES

Campus Werribee, Hong Kong.
Prerequisite(s) BCO1102 Information Systems for Business.
Content This subject aims to prepare students to take an active role in the planning, implementation and maintenance of electronic commerce based hardware and systems software. Topics include: basic data communications concepts; basic transports and hardware; internet protocols used in electronic commerce; cryptography and security technologies; location technologies; information retrieval technologies; worldwide web technologies; worldwide web application tools; setting up a web server.
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%; (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.
BCO 2501 ELECTRONIC COMMERCE BUSINESS INTERFACES

Campus Werribee, Hong Kong.

Prerequisite(s) BCO1102 Information Systems for Business.

Content The subject aims to prepare students to take an active role in the planning, preparation and maintenance of electronic data transfer systems for use between businesses, organisations and other bodies. Topics include: business models underlying electronic commerce applications; organisational applications: overview of electronic commerce applications in the business and government; consumer-business, business-business and intra-organisational electronic commerce; implementing EDI; organising web site content; establishing use policies, electronic transaction models; methods to evaluate success through traffic analysis metrics and other techniques; analysis and design of EDI systems; tools and planning templates; browser technology, authoring technology.

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 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.

BCO 2502 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 page design, basic HTML, creating links, 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, 25% (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.

BCO 2503 TRANSPORTATION INFORMATION SYSTEMS

Campus Footscray Park, Werribee.

Prerequisite(s) BCO 1102 Information Systems for Business.

Content This subject aims to give students an appreciation of Enterprise Resource Planning Systems and the role these systems play in supporting an organisation’s information needs, focusing on the extended supply chain. Issues associated with supply chain management, the role of Enterprise Resource Planning Systems in supporting businesses processes and extending 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.

BCO 3040 MANAGING SYSTEMS DEVELOPMENT

Campus Werribee, Hong Kong.

Prerequisite(s) BCO 2041 Systems Analysis and Design or BCO 2148 Systems Analysis and BCO 3444 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 within the Information Systems business context. Issues will be considered from a small and large business point of view. Topics include: Strategic design 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 tendering processes, Software Quality, Risk Assessment, Version Control, Change Management and Issues in Managing Systems Projects. An assignment for each of the subject 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 failure; and use a range of computer-based project management tools, develop estimations of project costs and assess the risk involved.


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.
BCO3042 CONTEMPORARY DEVELOPMENTS IN INFORMATION SYSTEMS

Campus Werribee, 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 graduating students. 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, 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 the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO3043 DATABASE DEVELOPMENT FOR BUSINESS

Campus Footscray Park, Werribee.
Prerequisite(s) BCO2149 Database Systems
Content This subject aims to provide advanced knowledge and skills in designing and using relational database systems. Content: Creation of views for security purposes; use of constraints in relational database transactions including read consistency and locking of rows for update; controlling access by creating user accounts, roles and privileges; advanced database administration; procedural SQL programming including cursors, exceptions, composite data types, procedures, functions 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 Assignment and tests, 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.

BCO3044 WEB ENABLED BUSINESS RESEARCH

Campus Footscray Park, Werribee.
Prerequisite(s) BCO1102 Web Enabled Business Systems.
Content This subject will provide an opportunity for students to be exposed to: Portfolio development to enhance their job prospects. They will prepare a Professional Resume for career entry and promotion and identify skills acquired across their curriculum. Research in the IS field. Students will be provided with a research mini-proposal to conduct a study in the theme area. They will be required to develop a literature analysis and perform some simple primary data collection, based around the mini-proposal.
Required Reading Williamson, Kirsty, 2000, Research Methods for Students and Professionals, Centre for Information Studies, Charles Sturt University, Wagga Wagga.
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 Portfolio Development, 20%; Presentations, 30%; Research Project, 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.

BCO3045 INDUSTRY PROJECT A

Campus Werribee, 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 is responsible for the analysis, definition and design of a business related project. Lectures will focus on the practical application of topics covered in earlier subjects such as: Software quality, Project planning, Information gathering, Systems analysis, Writing a requirements specification, Conducting reviews and walkthroughs, Prototyping, Writing a design specification.
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 Software requirements specification, 50%; prototypes, 10%; software design specification, 30%; oral presentations, 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.

BCO3046 INDUSTRY PROJECT B

Campus Werribee, Hong Kong.
Prerequisite(s) BCO3045 Industry Project A; BCO3040 Managing Systems Development.
Coe-requisite(s) BCO3043 Database Development for Business.
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
BCO3148 INTERNET PROGRAMMING FOR BUSINESS

Campus Footscray Park, Werribee

Prerequisite(s) BCO1103 Web Enabled Business Systems

Content The Web pervades just about all aspects of business, education and much of our daily lives, and this subject targets this exciting and revolutionary area. The Web provides a far different environment than traditional systems development, and this subject extends basic concepts covered in BCO1103 and develops the students' knowledge and skills in programming and data interchange within the framework of the Web environment.


Assessment Semester assignment and test, 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.

BCO3149 COMPUTER PROJECT

Campus Footscray Park, Werribee

Prerequisite(s) BCO3150 Systems Implementation

Content The project represents the culmination of a student's study in information systems and will normally be the last subject taken in the degree. The content of projects will vary, but in each case should reflect the student's particular studies and interests. Projects will normally be undertaken by students working in small groups, and could take various forms including the development of a research paper; a case study; or the analysis, design and implementation of an information system.

Required Reading Current Available Textbook – Student 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 Semester assignment and test, 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.

BCO3144 SYSTEMS DESIGN

Campus Footscray Park, Werribee

Prerequisite(s) Nil

Co-requisite(s) BCO2148 Systems Analysis should normally have been attempted and BCO2149 Databases. Systems Analysis.


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.

BCO3150 SYSTEMS IMPLEMENTATION

Campus Footscray Park, Werribee

Prerequisite(s) BCO3144 Systems Design or BCO2502 Developing Electronic Systems

Content As the third part of the analysis-design-implementation cycle, this subject aims to enable students to develop skills and strategies for the implementation of computer-based information systems. Other topics will include the transfer of data between microcomputer applications, IS project management, version control, the management of change, system documentation, user-training, and testing strategies. Particular emphasis will be given to the ethical issues associated with the development and implementation of IS systems.

Required Reading Current Available Textbook – Student to be advised.

Assessment Assignments, 70%; final examination, 30%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO3248 OPERATING SYSTEMS
Campus Footscray Park, Werribee.
Prerequisite(s) BCO1102 Information Systems for Business.
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; organisation and architecture; layers and interfaces; memory management; processor and process management; multiple processor systems; concurrency and synchronisation; input/output device management; and file 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 assignments, 40%; final examination and tests, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject.

BCO3345 OBJECT ORIENTED SYSTEMS
Campus Footscray Park, Werribee.
Prerequisite(s) BCO1147 Introduction to Programming Concepts; BCO2148 System Analysis.
Content Object Oriented technology has become a major focus of program design and development and plays an important role in IS studies. This subject extends the study of basic programming principles introduced in BCO1147 and continues the development of the student's theoretical knowledge and practical skills within the framework of an Object Oriented development environment. Theoretical concepts are reinforced with appropriate practical work using an appropriate Object Oriented language. Object Oriented concepts, development using the Object Oriented Paradigm, event Models for development environment, balancing Graphical User Interfaces within the OO paradigm, Programming in an appropriate OO language (eg. Java) Object Oriented Programming with database access. An overview of software O engineering principles.
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 Semester assignments and tests, 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.

BCO3348 KNOWLEDGE MANAGEMENT TECHNOLOGIES
Campus Footscray Park, Werribee.
Prerequisite(s) BCO1102 Web Enabled Business Systems
Content Knowledge is increasingly regarded as the most important asset for organisational success and consequently, knowledge management is gaining wider recognition as an important area of study. This subject is designed to enable students to gain an appreciation of sources of knowledge, the underlying principles of knowledge management, and to obtain the necessary skills for knowledge to be successfully captured, maintained and used within an organization. They will not only know ‘what’ but will also gain the know-how to put that knowledge into practice. It will enable students to move from an appreciation of what knowledge is, to be able to form communities of practice where what is being communication is actually being used in practice.
Required Reading Skyrm, D and J. 1999, Knowledge networking creating the collaborative enterprise, Butterworth Heinemann, Oxford.
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 Final Examination, 50%, tutorial assignments, class presentations, written papers, project, 50%. Students must satisfactorily complete each component of assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO3350 ERP PROGRAMMING CONCEPTS
Campus Footscray Park, Werribee.
Prerequisite(s) BCO1147 Introduction to Programming Concepts
Content This subject aims to extend the knowledge of introductory programming concepts and techniques by providing students with practical experience in programming in an Enterprise Resource Planning System (ERP) environment.
Required Reading Current Available Textbook - Student 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 Practical assignments, 40%; final examination, 60%. Students must satisfactorily complete each component of assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO3357 DATA STRUCTURES FOR BUSINESS PROGRAMMING
Campus Footscray Park, Werribee.
Prerequisite(s) BCO1147 Introduction to Programming Concepts.
Content Data structure techniques play an important role in the successful implementation of most IS systems. The incorrect application of such techniques can be devastating to the success of
such computer systems, thus the study of Data Structures is an important component for any IS course. The aims of this subject is to
given students an appreciation and understanding of the relationship between data structures and efficient algorithms. This
subject extends the basic knowledge and principles introduced in BCO1147 within the framework of an industry standard development
language. Content is: Algorithm Design; Designing Solutions for medium to large programs; Parameter passing techniques; Data Structure
techniques; Recursive techniques; File design; Relationship between application program and Databases

Required Reading Dietel & Dietel, C. How to Program, 3rd edn, Prentice Hall.

BCO343 THE INFORMATION PROFESSIONAL

Campus Footscray Park, Werribee, Hong Kong.

Prerequisite(s) BCO1102 Information Systems for Business or BCO1103 Web Enabled Business Systems

Content This subject examines the diverse role of the Information Professional, focussing 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 Current Available Textbook – Student 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 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.

BCO345 ENTERPRISE INFORMATION SYSTEMS

Campus Footscray Park, Werribee.

Prerequisite(s) BCO1103 Web Enabled Business Systems

Content This subject is concerned with the strategic and organisational
issues of process and workflow management and the use of Enterprise Resource Planning (ERP) systems to realise efficient processes and
aid decision making. The subject will be current issues either in information systems, or some other closely related field, which is consistent with staff expertise and availability.


BCO450 BUSINESS PROCESS ENGINEERING

Campus City Flinders.

Prerequisite(s) NIL.

Content This subject is concerned with the strategic and organisational
issues of process and workflow management and the use of Enterprise Resource Planning (ERP) systems to realise efficient processes and
aid decision making. 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 Equivalent to 36 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; 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.

BCO460 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 presentation, 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.

BCO 4602 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 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 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 systems (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.

BCO 4603 ENTERPRISE RESOURCE PLANNING SYSTEMS

Campus Footscray Park, 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 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 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.

BCO 4641 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 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 centres, 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 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.

BCO 4642 SYSTEMS DEVELOPMENT

Campus Footscray Park

Prerequisite(s) Nil

Content This subject aims to investigate information systems and systems development in School to provide the student with a comprehensive 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.


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), 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.

BCO 4643 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; conceptualising knowledge acquisition, knowledge acquisition modes, approaches, stages and process, 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 Assignment(s), 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.

BCO 4644 OBJECT ORIENTED PROGRAMMING AND DESIGN

Campus Footscray Park

Prerequisite(s) BCB5544 Structured Business Programming; BCB5545 Systems Analysis and Design.

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.


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.

BCO 4645 INTERNETWORKING SYSTEMS

Campus Footscray Park, 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 internetworked system; internetwork management; future 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 Presentation, 10%, Test, 40% and 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.

BCO 4646 SYSTEMS SUPPORT PROGRAMMING

Campus Footscray Park, 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++; investigations of Dynamic Link Libraries and classes in an Object Oriented environment using appropriate compilers, library functions and Internet 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. 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.

BCO 4652 BUSINESS RESEARCH METHODS

Campus Footscray Park, 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 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.

Recommended Reading Research Degrees – Regulations and Guide for Students and Supervisors, Victoria University of Technology. Allen, G.R.
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FACULTY OF BUSINESS AND LAW


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%; 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.

BCO4653 MANAGEMENT OF INFORMATION TECHNOLOGY

Campus Footscray Park, City Flinders

Prerequisite(s) Nil.

Content A framework for the management of information technology. Management issues may include the strategic use of information technology, information technology architectures, information systems planning, information technology investments, security and privacy and outsourcing.

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, 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.

BCO4654 DATABASE DESIGN

Campus Footscray Park, 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 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.

BCO4656 IT PROJECT MANAGEMENT

Campus Footscray Park, 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.

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 40%, case study 40% 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, modelling and model management, integration and implementation of management support systems and the organisational and societal impact of management support systems.

Required Reading Current Available Textbook - Student 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 Decision Making and Decision Support Systems, 20%; Personal area networks and mobile computing, 20%; Executive support and Executive Information Systems, 20%; Class research paper presentation and summary paper, 30%; Class research paper presentation and summary paper, 30%; 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.
BCO4658 INTERNET COMMERCE  
Campus City Flinders  
Prerequisite(s) Nil.  
Content: The subject provides students with understanding of the connection 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, BAPTs R/3 internet business framework.  
Recommended Reading: Prima Development (Editor), 2000, Internet Applications Programming With Sap R/3  
Class Contact: Equivalent to 36 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 Ecommerce and the issues involved. Topics include: Ecommerce architecture, extended supply chain, internet business applications, internet application components, internet and SAP R/3 technology, BAPTs R/3 internet business framework.  
Recommended Reading: Prima Development (Editor), 2000, Internet Applications Programming With Sap R/3  
Class Contact: Equivalent to 36 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) 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 36 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.  

BCO4672 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 study, quality assurance. Business Processes eg negotiation, procurement, tendering.  
Class Contact: Equivalent to 36 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.  

BCO4673 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 control 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**


**Recommended Reading**


**Class Contact**

Equivalent to 36 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.

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**BCO 4701 RESEARCH PROJECT (INFORMATION SYSTEMS)**

**Campus**

Footscray Park, City Flinders

**Prerequisite(s)**

Nil.

**Co-requisite(s)**

BCO 4652 Research Methodology.

**Subject Equal to**

60 credit points.

**Assessment**

Students are required to complete a research project of approximately 15,000 words based on the proposal developed in the subject Research Methodology.

**Recommended 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.

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**BCO 4603 MICROECONOMIC PRINCIPLES**

**Campus**

Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.

**Prerequisite(s)**

Nil.

**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.

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**BEQ 1004 MACROECONOMIC PRINCIPLES**

**Campus**

Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.

**Prerequisite(s)**

BEQ 1103 Microeconomic Principles.

**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.

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**BEQ 1006 BUSINESS STATISTICS**

**Campus**

Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.

**Prerequisite(s)**

Nil.

**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.
BE0185 RETAIL MANAGEMENT PRINCIPLES
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject provide students with an understanding of the development and structure of the Australian retailing industry and its environment, and examines the key management areas in the retailing industry. Topics include: retail exchange process in store and non-store retailing; changing external environment and retail market structures; retail management concepts and theories; retail consumer markets and segments; retail market strategy; retail financial strategy; retail location strategy; retail organisation structure; and 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 Examination, 60%; assignments/ 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.

BE0186 DISTRIBUTION MANAGEMENT
Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) Nil.
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: economic and social analysis of 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 Assignments/ 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.

BE02163 HEALTH ECONOMICS
Campus Footscray Park.
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 expenditures; 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 Assignment(s), 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.

BE02164 ECONOMICS OF ENVIRONMENTAL MANAGEMENT
Campus Footscray Park
Prerequisite(s) Nil.
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: economic and social analysis of 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 Assignments/ 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.
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.

Recommended Reading Jacques, I. 1999, Mathematics for Economics

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 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.

BEQ 2254 STATISTICS FOR BUSINESS AND
MARKETING

Campus Footscray Park, Kuala Lumpur.

Prerequisite(s) BEQ 1106 Business Statistics.

Content This subject provides an understanding of the use of
statistical techniques in analysing marketing and business problems.
Topics include: sampling methods and estimation of point and interval
estimates; application of classical and non parametric tests; goodness
of fit test; and introduction to regression and time-series analysis. Use
will be made of an appropriate statistical package.

Required Reading To be advised by the lecturer.

Recommended Reading Hildebrand, D.K. and Ott, L. 1998,
Statistical Thinking for Managers, 3rd edn. Duxbury, Boston. Selvanathan,

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 Examination, 60%; case studies, 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.

Note Any hand-held calculator can be used in examinations.

BEQ 2263 MACROECONOMIC ANALYSIS

Campus Footscray Park.

Prerequisite(s) BEQ 1103 Microeconomic Principles; BEQ 1104
Macroeconomic Principles.

Content This subject builds upon the macroeconomic theory covered
in BEQ 1103 Microeconomic Principles in order to further rigorous
analytical treatment. Topics include: mathematical tools; indifferences and utility maximisation; demand analysis; production and costs; profit maximisation and supply; perfect competition; the
perfectly competitive model and microeconomic policies; monopoly
and imperfect competition; markets for factors of production; market
failure, externalities and public goods.

Required Reading To be advised by lecturer.

Recommended Reading Pindyck, R.S. & Rubinfeld, D.L. 1995,
Microeconomics and Its Applications, Dryden.

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.

BEQ 2284 BUSINESS FORECASTING METHODS

Campus Footscray Park

Prerequisite(s) BEQ 1104 Macroeconomic Principles; BEQ 1106
Business Statistics; BEQ 1103 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.

BEQ 2302 EUROPEAN BUSINESS ENVIRONMENT

Campus Footscray Park

Prerequisite(s) BEQ 1252 International Business Context or equivalent.

Content The subject aims to build upon the international business theory and policy issues, covered in BEQ 1252 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); the 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; and trade implications for a wider EU, encompassing Eastern Europe.

Required Reading To be advised by the lecturer.


Class Contact Two tests (2x30) 60%, assignment, 40%. 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 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.

BEQ 2381 BUSINESS DECISION METHODS

Campus Footscray Park

Prerequisite(s) BEQ 1106 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 equivalent 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.

BEQ 2400 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 industry business practices in Asia, Europe and America.


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.

BEQ 2401 RISK MANAGEMENT AND INSURANCE

Campus Footscray Park

Prerequisite(s) Nil

Content The aim of the subject is to provide students with knowledge of insurance and how it can be used to manage risk plans for individuals and small firms. The Learning outcomes are: (i) knowledge of Insurance and Insurance industry; (ii) able to understand how insurance is used to manage risk; (iii) able to prepare an insurance-based risk management plan for same risk exposure.


Class Contact Three hours per week. Subject equivalent to 15 credit points.

Assessment Final examination, 60%; assignments, 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.
BEO2404 ELECTRONIC TRADING
Campus Werribee, Hong Kong.
Prerequisite(s) BEO1103 Microeconomic Principles, BEO1104 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 delivery; 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 complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO2410 RISK ANALYSIS AND MANAGEMENT
Campus Footscray Park.
Prerequisite(s) BEO1106 Business Statistics
Content This subject provides an overview of the concepts and challenges associated with analysing and managing risk.
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, 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.

BEO2430 FINANCIAL ECONOMETRICS
Campus Footscray Park.
Prerequisite(s) BEO1106 Business Statistics
Content This subject provides an overview of statistical modelling and forecasting of financial time-series with applications in share prices, exchange rates, commodity prices and interest rates. Topics include: understanding the statistical properties of financial time-series; modelling of financial time series; use appropriate time-series techniques to test a range of financial and risk management models; correlation; and volatility estimate and forecasting.
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 (1), 20%; project (2), 20%; test and 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.

BEO2558 MANAGERIAL ECONOMICS
Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) BEO1106 Business Statistics; BEO1104 Macroeconomic Principles.
Content Role of firms in the society, business goals and optimising decisions, demand analysis and estimation, production and cost analyses and estimation, pricing policies and practices, capital budgeting, forecasting, linear programming and risk analysis.
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, 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. Note Any hand-held calculator may be used in examinations.

BEO 3257 ECONOMICS OF RETAILING
Campus Footscray Park.
Prerequisite(s) BEO1104 Macroeconomic Principles.
Content This subject examines the structure, conduct and economic performance of the retail industry in Australia. Topics include: concentration and competition in Australian retail markets; the nature of market conduct in the retail industry including pricing and product policies and coercive behaviour; government regulation; evaluation of the performance of the industry on the basis of efficiency, progressiveness, full employment, price stability and competition; public policy and the retail industry.
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%; 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.

BEO 3264 INTERNATIONAL ECONOMIC AND BUSINESS LAW
Campus Footscray Park.
Prerequisite(s) BLO1105 Business Law.
Content This subject aims to provide students with the ability to identify and understand the international law regulating commercial
and trading relations between Australia and the International Community. Topics include introduction to international economic law, its relevance and scope; contracts, proper law, negotiable instruments, applicable law; international banking and monetary obligations; companies; international trade; international sales of goods; international transport law.

**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(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.

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**BE03295  RETAIL MERCHANDISE MANAGEMENT**

**Campus**: Footscray Park.

**Prerequisite(s)**: BE01171 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 strategy; 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.

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**BE03300  ECONOMICS OF TRAVEL AND TOURISM**

**Campus**: Footscray Park, Werribee.

**Prerequisite(s)**: BE01103 Microeconomic Principles.

**Content**: This course provides an overview of domestic and world economic determinants, conditions, and measurement as well as a review 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.


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**BE03301  THE ENTERTAINMENT ECONOMY**

**Campus**: Footscray Park.

**Prerequisite(s)**: Nil.

**Content**: This subject introduces students to the economics, finance and production of entertainment related goods and services. Each major industry sector is reviewed and analysed including film, television, music, broadcasting, cable television, sports and performing arts, and how assets such as copyright, image and brandnames are being exploited to add value in other industries. The subject will also investigate the international dimensions of these industries and the emergence of transnational mega-entertainment corporations and their impact on international business and trade.


**Recommended Reading**: Passman, D., 1998, All You Need to Know About the Music Business, Simon and Schuster, New York, USA.

**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**: 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.

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**BE03302  OPTIONS AND FUTURES MARKETS**

**Campus**: Footscray Park, Werribee.

**Prerequisite(s)**: Nil.

**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.


**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, 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.

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.

BEO3304 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 management. Topics included are: Introduction to Ethical Investment; Portfolio choice and Screening; Screening and Risk; the Return to Ethical Investment; Ethical Issues and Investor Awareness; Ethical Investment and Superannuation Fund management; Ethical Investment Consulting.


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%; Tests, 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.
political failure; the size, structure and performance of Australian government; and the theory and policy associated with public enterprise and privatisation in Australia.

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 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.

BE03345 ECONOMIC DEVELOPMENT

Campus Footscray Park.

Prerequisite(s) BE01103 Microeconomic Principles; BE01104 Macroeconomic Principles.

Content This subject provides an understanding of historical and theoretical perspectives of economic developments. Topic include: the issues relating to agricultural development and the world and degradation crisis; industrialisation and the changing international division of labour; costs and benefits of trade; resource and energy problems; the worldwide environmental crisis; global threats of warming and ozone depletion; new direction is of development analysis; critical analysis of technology and soft alternatives; new views on economic development and sustainability.

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, 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.

BE03346 ECONOMIC POLICY AND RESEARCH

Campus Footscray Park.

Prerequisite(s) BE01104 Macroeconomic Principles; BE01103 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 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.

BE03348 INTERNATIONAL ECONOMIC THEORY

Campus Footscray Park, Kuala Lumpur.

Prerequisite(s) BE01104 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 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.
BEO3404 INTERNATIONAL ASPECTS OF THE MUSIC INDUSTRY

Campus: Footscray Park
Prerequisite(s): BEO2400 Music Industry Economics
Content: This subject provides students with an overview of the international music industry, the players, international music business structure and major issues. Topics include: the basic principles of importing and exporting music products; the critical issues in implementing and overseas tour; and a description of the major international music territories.
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 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.

BEO3405 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 on 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, contiguity, 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.
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: Research assignment, 25% (approx. 2500 words); presentation, 25% (approx. 2500 words); 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.

BEO3406 STRATEGIC RETAILING

Campus: Footscray Park.
Prerequisite(s): BEO1185 Retail Management Principles BHO1171 Introduction to Marketing.
Content: This subject provides an introduction to a range of analytical tools and approaches aimed at assisting students to understand the strategic challenges and opportunities faced in retailing. Topics to be covered will include: strategic analysis and planning; the economics of trust; networks; organisations and entrepreneurship; globalisation and its impact on retailing; economic approaches to retail problems solving and the economics of franchising.
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 equivalent to 15 credit points.
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, synchronisation 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.
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 equivalent to 15 credit points.
Assessment: 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.

BEO3417 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**: Bergami, R., First Steps In International Trade Operations and Finance, 9th edn, A Dystavary of Austrailian International Trade Terms, Bergami, R., Finance of International Trade; National Australia Bank, 9th edn.


**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.

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**BEQ0340 INTERNATIONAL ECONOMIC ANALYSIS**

**Campus**: Footscray Park, Kuala Lumpur.

**Prerequisite(s)**: BEQ3368 International Economic Theory.

**Content**: The subject builds upon the theories and concepts introduced in BEQ3368 International Economic Theory. Topics include: comparative advantage and revealed comparative advantage; international trade and income distribution; economic growth and its implications for international trade; 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.


**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, 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. Note: Only non-programmable, hand-held calculators may be used in examinations.

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**BEQ0353 FIELD RESEARCH PROJECT**

**Campus**: Footscray Park

**Prerequisite(s)**: BEQ1252 International Business Context

**Content**: This subject will introduce students to the cultural, political and regulatory environments in particular economic regions, with an initial emphasis on Europe and the Asia Pacific region. The basis of the subject is an appropriate study tour to a select country of interest. Students will visit important regulatory institutions, private enterprises and academic institutions, which will allow the observation of international businesses in action in the field. The tour will be preceded by appropriate briefing sessions and/or lectures on topics relevant to the subject. Students complete a diary during the course of the study tour and write up as an assignment at the end of the trip.


**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**: Assignment 100%. Word limit 5000. Supplementary assessment will not be available. Note: An additional charge applies for this subject.

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**BEQ0346 FINANCIAL INSTITUTIONS AND MONETARY THEORY**

**Campus**: Footscray Park, Kuala Lumpur.

**Prerequisite(s)**: BEQ1104 Macroeconomic Principles.

**Content**: The subject focuses on the operation of the financial system and management of money in a real economy with special reference to Australia. Topics include: the financial sector and the real economy; the evolution of the financial system; financial institutions; the financial sector and the real economy; the evolution of the financial system; financial institutions; the financial sector; monetary theory; and monetary 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 Class 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. Note: Any hand-held calculator may be used in examinations.

BEO3477 COMMERCIAL BANKING AND FINANCE
Campus Footscray Park, Kuala Lumpur
Prerequisite(s) BEO3447 COMMERCIAL BANKING AND FINANCE
Content This subject aims to provide students with the opportunity, either individually or in teams of not more than three, 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 -

BEO3486 RETAIL MANAGEMENT PROJECT
Campus Footscray Park.
Prerequisite(s) BEO3485 Retail Information Technology
Content This subject aims to provide students with the opportunity, either individually or in teams of not more than three, 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 -

BEO3500 APPLIED ECONOMICS RESEARCH PROJECT
Campus Werribee, Footscray Park.
Prerequisite(s) BEO 1006 Business Statistics
Content This subject will provide students with the opportunity, either individually or in teams of not more than three, 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 -
BEO4400 HONOURS RESEARCH THESIS (FULL-TIME)

BEO4401 HONOURS RESEARCH THESIS (PART-TIME)

Campus Footscray Park.

Prerequisite(s) BEO4430 Business Research Methods.

Content Students are required to complete a research thesis of 10,000 to 12,500 words based on the proposal developed in the subject. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO4430 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 conceptualization of research problems; theoretical formulation and contextualisation.

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 Project or research report, 25%; proposal review, 15%; Final project or research report, 60%. The assessment tasks include 30% worth of oral presentations. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO4431 ADVANCED MACROECONOMICS

Campus Footscray Park.

Prerequisite(s) BEO2263 Macroeconomic 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 in advanced 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%; case study, 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.
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.

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.

BEO 4683 APPLIED ECONOMETRICS
Campus City Flinders, Footscray Park
Prerequisite(s) Nil.
Content This subjects 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; integration.
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%; 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.

BHO 1110 INTRODUCTION TO HOSPITALITY
Campus Footscray Park
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 industry and the issues which confront it. Topics include: hospitality as a field of study; introduction to the Hospitality Industry; the philosophy of hospitality; the origins of modern hospitality; the structure and dynamic forces of the Hospitality Industry; consuming hospitality; the commodification of the Hospitality Industry. Specific topics will be selected from the following: history of hospitality; food and beverage management; hospitality market and operational criteria.
Class Contact To be advised.

BHO 1121 FOOD AND BEVERAGE MANAGEMENT I
Campus Footscray Park
Prerequisite(s) BHO 1110 Introduction to Hospitality.
Content To introduce students to the core principles and practices of food and beverage management. 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.

BHO 1122 FOOD AND BEVERAGE MANAGEMENT II
Campus Footscray Park
Prerequisite(s) BHO 1110 Introduction to Hospitality.
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 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 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.

BHO 1171 INTRODUCTION TO MARKETING
Campus Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.
Prerequisite(s) Nil.
Content Introduction to Marketing is an introductory unit in marketing management with a focus on the marketing of consumer and industrial goods and services. Students will be introduced to the concepts of marketing strategies, using case studies and tutorials.
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.
BHO1190 INTRODUCTION TO TOURISM
Campus Footscray Park, Kuala Lumpur
Prerequisite(s) Nil
Content This subject is 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 promotion.
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 Progressive assessment, 50%; final examination, 50%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

BHO1192 TRAVEL INDUSTRY MANAGEMENT
Campus Footscray Park
Prerequisite(s) BHO1190 Introduction to Tourism
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 intersector 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%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

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 processes 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 Project based 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.

BHO2251 PRODUCT AND PRICING STRATEGY
Campus Footscray Park, Sunbury, Kuala Lumpur
Prerequisite(s) BHO1171 Introduction to Marketing
Content This subject will enable students to understand how marketers develop strategy, and appreciate the variety of organisational alternatives for managing products. The subject will give insights into how existing products can be modified and how businesses develop ideas into successful products. Students will be able to recognise and appreciate the different types of product life cycles, understand the concepts and tools of strategy formulation and the management of products during the various stages of their life cycle, as well as appreciate the importance of branding and the factors affecting the branding decisions. The subject will also cover pricing, and how pricing strategies are formulated. Topics include: Product concepts; product strategies; positioning strategies; market strategies; pricing 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 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; salesforce management; organizing the sales force; forecasting sales; controlling, supervising and evaluating the sales force; international sales management; ethical issues in selling.

**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**

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.

**BHO2253 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 introduce 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 markets; 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.

**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.

**BHO255 TOURISM AND HOSPITALITY MARKETING**

**Campus**

Footscray Park, Kuala Lumpur

**Prerequisite(s)**

BHO1171 Introduction to Marketing

**Content**

The subject aims to apply the principles of marketing to tourism and hospitality products and services. To examine the relationship between the motivations and behaviour of tourism and hospitality consumers and the distribution and delivery of tourism and hospitality products and services. The purchase-decision as applied to tourism and hospitality products and services. Factors influencing the decision-making process. The role of information and communications technology in tourism and hospitality marketing. Electronic communication and distribution strategies.

**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**

Case Study, 20%; major 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.

**BHO2255 TOURISM ENTERPRISE MANAGEMENT**

**Campus**

Footscray Park.

**Prerequisite(s)**

BHO1190 Introduction to Tourism

**Content**

This subject 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.

**Required Reading**


**Recommended Reading**

- Callender, Guy and Kevin P. Reid. 1993, Australian Sales Management, Macmillan Education Australia, South Melbourne.

**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%; major 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.

**Note:** only non-programmable hand-held calculators may be used in examinations.
BHO2282 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 methodology; 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.

**Required Reading** Vallen, G. and Vallen, J. 2000, Check in and Check out, Prentice Hall, New Jersey.

**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 approved by the Faculty of Business and Law. Students will need to attend computer workshops to complete the required computer applications exercises in addition to the formal classes. Subject equivalent 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** This 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 approved by the Faculty of Business and Law. Subject equivalent 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.

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 visitors 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 approved by the Faculty of Business and Law. Subject equivalent 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 1

**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, staffing 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 approved by the Faculty of Business and Law. Subject equivalent 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 provides students with the knowledge related to the special marketing and promotional techniques of the 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.


**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** 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, BCO1102 Information Systems for Business.

**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.

**Required Reading** Susan, D. and Stephen, D., 2000, Strategic Internet Marketing, John Wiley and Sons Ltd., Milton, Queensland.


**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** Practical project, 25%; group project, 25%; research assignment, 20% (approx. 2000 words); class presentation 1, 15% (approx. 2300 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.

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**BHO2434 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; 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.

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**BHO 3300 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 two hours 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.

**BHO3360 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. Note: only non-programmable hand-held calculators may be used in examinations.

**BHO3370 HOSPITALITY AND TOURISM MANAGEMENT SYSTEMS**

**Campus** Footscray Park.

**Prerequisite(s)** BAO1101 Accounting for Decision Making; BEO1106 Business Statistics; BC01101 Computer Applications; BBL3333 Co-operative Education.

**Content** Introduction to hospitality and tourism based information systems, the role of computer in management decision making. Applied computer based decision systems; yield management, menu engineering. Schoolal 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 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.

**BHO3310 PROFESSIONAL WINE AND BEVERAGE STUDIES**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject develops the students' knowledge of Australian and international wine and beverages and their application in commercial hospitality. The main topics include generic and varietal wines, spirits, beers, liqueurs, introduction to wine making and winemaking, the main wine regions of Australia, the principles of sensory evaluation, criteria of wine judging, wine list compilation and design, food and wine harmony, and the financial significance of beverages to the service operation.

**Required Reading** Iland, P. & Gago, P. 1997, Australian Wine from the vine to the glass, Patrick Iland and Wine Promotions, South Australia.

**Recommended Reading** An extensive list of relevant references will be provided 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** 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.

**BHO3373 INTERNATIONAL MARKETING**

**Campus** Footscray Park, Sunbury, Kuala Lumpur.

**Prerequisite(s)** BHO1115 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.

**BHO3432 SERVICES MARKETING**

**Campus** Footscray Park.

**Prerequisite(s)** BHO1111 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 decisions, process design, people, performance and physical evidence. In addition, the role and importance of the service sector to the Australian economy is examined.
Undergraduate Business and Law

BHO3433 FOOD AND BEVERAGE MANAGEMENT III
Campus Footscray Park
Prerequisite(s) BHO1122 Food and Beverage Management I; BHO1121 Food and Beverage Management II
Content This subject aims to develop in students an understanding of key principles of a 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 or 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 equal to 15 credit points.

Assessment Assignments, 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.

BHO3436 INTERNATIONAL TOURISM TRENDS AND ISSUES
Campus Footscray Park.
Prerequisite(s) BHO1190 Introduction to Tourism; BHO2255 Tourism Enterprise Management or BHO3437 Destination Planning and Development
Content This subject aims to develop the ability to critically evaluate data and information from a wide range of secondary sources relating to specific trends and issues relevant to international tourism. To interpret the implications that these issues and trends have for the tourism industry in the future. This subject is an advanced reading and research subject that will provide an overview of current and future trends and issues relating to international tourism. The approach could have a sectoral and/or functional focus. Topics will change over time, reflecting their relative importance to international tourism. Comparisons will be made between Australia and international experience.

Required Reading As advised by the lecturer.
Recommended Reading A comprehensive list of relevant academic and industry sources that are relevant to this subject will be handed out 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 Projective assessment, 100%. 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.

BHO3437 DESTINATION PLANNING AND DEVELOPMENT
Campus Footscray Park.
Prerequisite(s) BHO1190 Introduction to Tourism; BHO2255 Tourism Enterprise Management
Content This subject aims to demonstrate the need to integrate various planning approaches in the development of tourism. To examine the planning and development of tourism for different types of destinations. It also examines 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 at national, regional and local levels, and for urban and rural destinations are also examined.


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.

BHO348 TOURISM IN THE ASIA-PACIFIC REGION
Campus: Footscray Park, Kialla, Singapore
Prerequisite(s): Nil
Content: This subject aims to develop an understanding of the role, significance and impacts of tourism in the Asia-Pacific region. To provide students with knowledge of the institutional framework for tourism in the region; and analyse the implications for the development of tourism in the Asia-Pacific. The subject examines the concept of regionalisation and how this influences tourism structures and relationships in the Asia-Pacific region. Issues addressed include the economic, social, cultural, political and environmental dimensions of tourism in the region, transport and infrastructure development, and the need for a co-operative approach to tourism development.
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%; 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.

BHO349 HOSPITALITY 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.
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.

BHO373 HUMAN RELATIONS
Campus: Footscray Park.
Prerequisite(s): Nil
Content: Tuning in to one’s experience: communication skills; forming relationships; assertive and personal rights; influence and persuasion; dealing with emotions: personal presentation 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: 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.

BHO378 OCCUPATIONAL PSYCHOLOGY
Campus: Footscray Park.
Prerequisite(s): Nil
Content: Psychological determinants of work and leisure; human abilities and their measurement; application to managerial decision-making; the job and work environment; vocational choice 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: Assignment, presentation, tests and participation, 100%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO394 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
BHO3497 TOURISM RESEARCH PROJECT

Course Code: BHO3497
Course Title: Tourism Research Project

Prerequisite(s): BHO1190 Introduction to Tourism, BHO3437 Destination Planning and Development

Content: This subject operates as a graduating 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 points.

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.

BHO3498 FIELD RESEARCH PROJECT

Course Code: BHO3498
Course Title: Field Research Project

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 this up 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.

BHO3500 HOSPITALITY AND TOURISM INDUSTRY PROJECT

Course Code: BHO3500
Course Title: Hospitality and Tourism Industry Project

Prerequisite(s): BHO3333 Co-operative Education

Content: To introduce students to industry representatives and industrybased 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.

BHO3501 HOSPITALITY FACILITIES PLANNING AND DEVELOPMENT

Course Code: BHO3501
Course Title: Hospitality Facilities Planning and Development

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 the 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.

BHO3503 NATIONAL CULTURES AND CUISINES

Course Code: BHO3503
Course Title: National Cultures and Cuisines

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 where we eat, 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)

BHO4400 HONOURS RESEARCH THESIS
(PART-TIME)
Campus City Flinders
Prerequisite(s) Nil
Content This subject introduces 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.

Assessment Assessments 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.

BHO4573 MARKETING COMMUNICATIONS AND INFORMATION SYSTEMS
Campus City Flinders
Prerequisite(s) Nil
Content The subject is aimed at developing managerial decision making skills in the areas of promotional elements and marketing information systems. Topics covered would include: strategy development and implementation in advertising, personal selling, public relations, direct response marketing and customer service; strategies for determining system requirements, decision analysis, process specifications, system modelling, developing system proposal and selecting appropriate database model and data storage structure. Information needs with respect to marketing 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, 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.

BHO4667 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 introduce participants with a strong marketing framework on which to 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: marketing in the organisation; market planning, decision making and control; marketing information for decision making; markets and segmentation; market measurement and forecasting; marketing mix decisions and strategies; strategy moves for competitive edge marketing in domestic, export and global 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 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.

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.

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.

BLB1001 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.
BLB1102 CONTRACTS 1

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

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 1 (3000 words), 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.

BLB1113 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 One two-hour lecturer and one-hour tutorial per week (tutorials commence in the second week in this subject). 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 assessment, 10%; Tutorial participation, 10%; Research essay (3000 words), 30%. Final three hour, open book 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.

BLB1115 TORTS

Campus Footscray Park.

Prerequisite(s) BLB1101 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.


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.

BLB1116 LAW DISCRIMINATION AND SOCIETY

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content This subject takes a broad interdisciplinary approach to exploring the various manifestations of discrimination within society. The concept of formal equality and its relationship with western liberalism and legal formalism will be critically examined. The subject will introduce students to federal and state legislation concerned with discrimination in specified areas of activity eg paid work, education and the provision of goods and services. The main process of dispute resolution in claims of unlawful discrimination – conciliation will also be covered.

Required 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 Assignment (2500 words), 30%; Practical (conciliation) exercise, 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.
BLB1107 CONTRACTS 2

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content The 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, 40%; Tutorial participation, 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.

BLB1118 CONSTITUTIONAL LAW

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content This subject will introduce students to the fundamentals of Australian constitutional law and constitutionalism (the ideal of limited government under law) in a thematic way as a foundation for more technical study of Australian constitutional law in BLB2126 Federal Constitutional Law. The subject takes an interdisciplinary approach to topics such as Westminster constitutionalism and Australian constitutional development, the rule of law and the separation of powers, representative democracy and parliament, the executive and responsible government, the judiciary and the High Court, judicial review and constitutional interpretation, federalism, rights and reform of the Constitution.

Required Reading: Blackshire, T. and Williams, G. 2002, A Australian Constitutional Law and Theory, 3rd edn., Federation Press. (this contains a copy of the Australian Constitution); course guide and set of materials which will be available for purchase from the bookshop at Footscray Park.

Recommended Reading: Any of the introductions to the Constitution by Cheryl Saunders, Colin Howard, P.H. Lane, John Waugh.

Class Contact Equivalent to three hours per week; normally to be delivered as one two-hour lecture and one one-hour tutorial per week (tutorial commence in the second week in this subject) as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Attendance class participation mark, 20%; Research essay (3000 words), 20%. Final three hour, open book 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.

BLB2119 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, 2 x 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.

BLB2120 LEGAL WRITING AND DRAFTING

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content 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, the structure of the Constitution.


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 exercises, 40%; Group exercise, 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.

BLB2121 LEGAL THEORY

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content This subject will introduce students to several theoretical frameworks which, amongst others, may include legal positivism and its critics, theories of justice, sociological theories of law and economic theories of law. These theories will also be examined in the context of some fundamental issues, such as the obligation to obey the law and the nature of authority.
BLB2122 ADVOCACY AND COMMUNICATION

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content The aim of this subject is to develop an understanding of the practical aspects of legal work as a member of the legal profession. An introductory examination of the practical aspects of court presentations and contextualisation of the advocacy skills in the presentation of cases, including opening and closing cases, examination in chief, re-examination and cross examinations.

Required Reading: Perry, M.C., 1996, An advocate or A doyen? A Handbook for Legal Practitioners, Leo Cussen Institute, Melbourne, 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%; Oral presentations/written summary, 30%, Tutorial reports, 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.

BLB2125 REAL PROPERTY LAW

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content The subject will examine key concepts in Australia constitutional law including techniques and principles of constitutional law in constitutional law including techniques and principles of constitutional law. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLB2126 FEDERAL CONSTITUTIONAL LAW

Campus Footscray Park.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content The subject will examine key concepts in Australia constitutional law including techniques and principles of constitutional law in constitutional law including techniques and principles of constitutional law. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
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.

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**BLB2227 LEGAL PRACTICE AND CONDUCT**

**Campus** Footscray Park and/or Queen Street

**Prerequisite(s)** BLB2120 Legal Writing and Drafting and BLB2122 Advocacy and Communication

**Content** The objective of this subject, is providing students to learn a range of legal skills and ethical responsibilities through clinical placement in a legal office under the supervision of a qualified legal practitioner. The content of the course will be constituted by (i) clinical placement and (ii) workshops dealing with aspects of drafting, interviewing and legal procedure.

**Required Reading** This subject is an experimental based subject rather than one based on reading. However students will be expected to acquire and read: Fitzroy Legal Service: Legal Procedure, Commentary and Materials (current edition).

**Recommended Reading** The Clinical educator will prescribe further relevant recommended reading relating to current developments in legal practice.

**Class Contact** Four hours per week. Subject equal to 15 credit points.

**Assessment** Clinical placement, 70% - this assessment will be made on a pass/fail basis rather than by a grading of students. A written report on aspects of clinical placement, 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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**BLB3127 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.

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**BLB3128 CRIMINAL LAW**

**Campus** Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** This subject shall provide an examination of the form and content of criminal law and some of the key procedural aspects of criminal proceedings.


**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, 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.

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**BLB3129 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 the protection of industrial designs; trade secrets and confidential information; patents, and trademarks, including the law of passing off. Considerations will be given to developments such as the on-line media, gene technology, and global brand names.


**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, 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.
concentrating on the dynamics of the negotiation process, the variety of strategies available, and the appropriate framing of negotiations.

**Required 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**
- 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.

**BLB3331 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 MDP's.

**Required 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, 20%; Oral presentation/ Moot court, 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.

**BLB3332 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 include: to introduce students to the basic principles of Australian securities law; to examine the institutional structure and legal rules affecting the regulation of securities markets; to discuss a number of key themes in securities law; and to provide a comparative and historical insight into the development of securities law principles.

**Required 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 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.

**BLB3333 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 law of different countries as well as the contract laws of different countries.

**Required 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.

**BLB3334 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, fringe benefits and goods and services. 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:**

**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.
**BLB1315 FAMILY LAW**

Campus Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** This subject will introduce students to core concepts in employment law. Common Law tests for employment relationship. Modification of common law relationship by legislative provisions. Setting of terms and conditions of employment both at common law and pursuant to statute. Consideration of the powers of the States, in particular Victoria, and the Commonwealth with particular emphasis on s51 of the Commonwealth Constitution. Consideration of industrial action torts and modification of these by statute. Limitations on the right to hire and fire. Discrimination and equal opportunity in the workplace.


**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 (2000 word), 30%; Moot court, 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.

**BLB1435 AUSTRALIAN EMPLOYMENT LAW**

Campus Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** This subject will introduce students to core concepts in employment law. Common Law tests for employment relationship. Modification of common law relationship by legislative provisions. Setting of terms and conditions of employment both at common law and pursuant to statute. Consideration of the powers of the States, in particular Victoria, and the Commonwealth with particular emphasis on s51 of the Commonwealth Constitution. Consideration of industrial action torts and modification of these by statute. Limitations on the right to hire and fire. Discrimination and equal opportunity in the workplace.


**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%; Practical exercise, 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.

**BLB4136 EQUITY AND TRUSTS**

Campus Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** This subject aims to familiarise the student with the important doctrinal and remedial developments arising from the exercise of equitable jurisdiction by courts. Topics include: outline of the historical development and content of equity and its principles. The concept of a trust: creation of express trusts. The nature and development of implied, resulting and constructive trusts. The concept of fiduciary obligations with special reference to commercial settings and trustee’s duties. Equity’s supervision and control of trust powers and discretionary powers generally. The nature and significance of equitable remedies including the distinction between remedies of a personal and proprietary nature.


**Assessment** Research paper, 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.


**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).


**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 approved by the Faculty of Business and Law. Subject equal to 15 credit points. 

**Assessment** Assignment (2500 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.

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**BLB4140 PRIVACY AND MEDIA LAW**

**Campus** Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** This subject includes the following components: The legal profile of privacy; the role of rule-making in Australia; the legal profile of freedom of expression in Australia; the legal profile of freedom of information in Australia; the legal profile of freedom of association in Australia; the legal profile of freedom of assembly in Australia; the legal profile of freedom of religion in Australia; the legal profile of freedom of the press in Australia; the legal profile of freedom of communications in Australia; the legal profile of freedom of the internet in Australia; the legal profile of freedom of the arts in Australia; the legal profile of freedom of the sciences in Australia; the legal profile of freedom of the humanities in Australia; the legal profile of freedom of the social sciences in Australia; the legal profile of freedom of the natural sciences in Australia; the legal profile of freedom of the medical sciences in Australia; the legal profile of freedom of the technological sciences in Australia; the legal profile of freedom of the educational sciences in Australia; the legal profile of freedom of the economic sciences in Australia; the legal profile of freedom of the political sciences in Australia; the legal profile of freedom of the social sciences in Australia; and the legal profile of freedom of the natural sciences in 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** Practical exercise, 25%; 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.

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**BLB4141 INTERNATIONAL TRADE LAW**

**Campus** Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**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 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 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.

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**BLB4142 ADVANCED LEGAL RESEARCH**

**DISSERTATION**

**Campus** Footscray Park.

**Prerequisite(s)** BLB1101 Australian Legal System in Context.

**Content** This subject involves advanced legal research and writing on a topic of the student's choice. In consultation with the subject coordinator, students select their own research topics and formulate their research program. The topic should not duplicate a topic undertaken by a student in respect of coursework subjects for which a significant paper was written and submitted. The research and writing must be completed during one semester under the supervision of a member of staff and will involve the writing of a research paper of between 5000 and 8000 words.

**Required 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** Research assignment (5000–8000 words), 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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**BLB 1105 BUSINESS LAW**

**Campus** Footscray Park, Sunbury, Werribee, Kuala Lumpur, Hong Kong.

**Prerequisite(s)** Nil.

**Content** This subject aims to provide students with an understanding and awareness of the basic principles of Contract Law, a familiarity with relevant case law and an introduction to the statutory provisions pertinent to the course. The instructional methodology is also aimed at providing students with a format from which they may develop an understanding of legal reasoning as it applies to the analysis of contractual relationships. Topics include: an introduction to the Australian legal system; definition of contract; offer and acceptance; termination of offer; consideration; intention to be legally bound; express terms; statutory and common law implied terms; certainty;
mistakes; misrepresentation; duress, undue influence and unconscionable conduct; legality of purpose; discharge of contract; remedies for breach of contract.

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 
Tutorial participation, 10%; assignment, 30%; 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.

BLO1452 TOURISM LAW
Campus Footscray Park, Werribee.
Prerequisite(s) BLO1105 Business Law.
Content 
This subject aims to provide supplementary legal knowledge concerning business practices and fields of law especially relevant to the tourism industry. Topics will include: forms of potential business organisations – partnership, company, trust. Trade practice and consumer protection legislation affecting the tourism industry, legal status of persons, nationality and citizenship, domestic restrictions and international conventions on the passage of persons and goods, taxation matters affecting the tourism industry, agency status and liability, negotiable instruments and the international transfer of funds.

Required Reading 
Latimer, P. 1990, An Australian Business Law, CCH.

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 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.

BLO2205 CORPORATE LAW
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BLO1105 Business Law.
Content 
This subject aims to provide students with a sound appreciation of the principles relating to different business organisations. Students will consider non-corporate business forms including associations, sole trader, partnerships, trusts and joint ventures. More particularly, the subject aims to provide students with a sound understanding of the principles of corporate law and to develop their ability to apply those principles to situations they may encounter in their professional lives. Topics covered include: types of companies; registration of a company; corporate personality; corporate veil and lifting the corporate veil; company constitution; contracts made by the company; prospectus provisions; share capital; loan capital and security; directors and officers; directors duties; fraud on the minority and oppression of minority shareholders. It is hoped that the subject will also encourage and equip students to proceed to advanced study in the subject.

Required Reading 
Lipton, L.P. and Herzberg, A., Understanding Company Law, Law Book Co. Corporation Law current student 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 
Assignment, 30%; final examination and test(s), 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.

BLO2206 TAXATION LAW AND PRACTICE
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BLO1105 Business Law.
Content 
This subject aims to give students a sound understanding of the principles of taxation in relation to income tax. While the provisions of the Income Tax Assessment Act will be studied, more emphasis will be given to the questions of assessable income and allowable deductions, both generally and in consequence of special statutory provisions. An overview of capital gains and fringe benefit taxes, taxation of trusts, companies and partnerships will also be undertaken.

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 
One assignment, 30%; one three-hour final examination, 70%. Supplementary assessment will not be available. Note Any hand-held calculator may be used in examinations.

BLO2207 EMPLOYMENT LAW
Campus Footscray Park, Sunbury, 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 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 issues; reforming 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.

BLO2233 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 constitutional powers of the federal government to effect health and safety in the private sector; corporate and trans
national 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.

BLO2253 TAXATION B
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 Woelner, Vella and Burns, Australian 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.

BLO2300 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 implied terms in relation to goods, title to Goods, the Trade Practices Act in relation to consumer and business protection. Negligence, Manufacturers' Liability, Agency Law and Banking Law.
Required Reading Latimer, P., 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) BLO2040 Music Industry Economics
Content This subject explains the application of a wide spectrum of laws applicable to the recording and publishing industries, 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 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, 50%; presentation, 10%; two 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.

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 that arise in the utilisation of electronic commerce practices within the wider business community; 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; the status of computer programs and stored electronic data under copyright and patents legislation; fair uses; special statutory protections for electronic database contents; licensing and assignment of rights; Contract; formation of contracts in cyberspace; electronic signatures and their authentication; enforcement of contracts and conflict of laws. Privacy, Anonymity and Censorship: cryptography; criminal law regulation (eg Fraud, communications decency, pornography, etc); Governance: trade practices issues (Trade Practices Act 1974 (Cth); liability for security breaches; specialised regulatory schemes eg data protection legislation.
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 seminar presentation, 10% (approx. 15 minutes); research assignment, 40% (approx. 4000 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.

BLO 2501 LAND LAW

Campus Footscray Park

Prerequisite(s) BLO1105 Business Law.

Content This subject aims to provide students with the means to recognize the nature and sources of environmental law and its role in enforcing the public interest in the maintenance of environmental quality. At the completion of the subject students should be able to have a critical understanding of the international and domestic laws which seek to protect the environment and to contemplate environmental issues and the strategies needed to address them in a multi-dimensional way.


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 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.

BLO 2502 TRANSPORT LAW

Campus Footscray Park, Werribee.

Prerequisite(s) BLO 1105 Business Law.

Content The 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; Reform of the system – the Montreal Protocols and Intercarrier 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 1989 (Cth); the International Maritime Organisation (IMO) Liner Conventions primarily concerning cargo; the Rome Convention on International Railway Transport (COTIF) 1980; highway transport: regulation and liability within Australia; airways 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.

Required Reading Materials to be provided 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, 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.

BLO 2503 MARKETING LAW

Campus Footscray Park.

Prerequisite(s) BLO 1105 Business Law.

Content The subject examines the body of law governing the marketing of goods and services to individual consumers, as well as advertising and other business promotional activities. It examines the rights and responsibilities of marketing businesses to ensure that their products and services are reasonably safe, and that their marketing practices are fair, honest and not misleading. It considers topics such as bad faith in negotiations, misleading representations, and the load-bearing and advertising of goods and services.


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.

**BLO3250 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.

**Required Reading**
- Recommended Reading Duns, J. 2002, Duns J. Insolvency: Legal Principles and Policies, OUP.

**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.

**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 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**
- Woelhr, Vella and Burns, An Australian Taxation Law latest edn, CCH.

**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**
  - 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 Constitutional and Administrative law. Topics include: challenging a by-law; introduction to decision-making; appeal procedure and the Federal Administrative Appeals Tribunal; ombudsman; ultra vires, reason for decisions, consultation and notice; freedom of information; natural justice; privative clauses; remedies; constitutional/administrative law overlap.

**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 must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLO3331 LEGAL TOPICS A**

**Campus** Footscray Park.

**Prerequisite(s)** BLO2205 Corporate Law.

**Content** This subject is designed to assist students in their future careers by enlarging their understanding of certain areas of 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 lien, privacy and censorship. Special legal topics have been introduced as required.

**Recommended Reading** To be advised by lecturer.

**Recommended Reading**
a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** A three-hour final examination, or a research paper, 50%; a one-and-a-half 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.

**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 (NBFls) 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.


**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.

**BLO3451 CATERING AND HOTEL LAW**

**Campus** Footscray Park.

**Prerequisite(s)** BLO1105 Business Law.

**Content** The aim of the subject is not to impart a rigorous legal training but to produce intelligent lay persons informed of the legal obligations, rights and privileges attaching to their future 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, comprehension 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** Atherton, T.C. and Atherton, T.A. 1998, Torts, Travel and Hospitality Law, LBC.

**Recommended Reading** Bourke’s, 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 relationships 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.

**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.

BMO1102 MANAGEMENT AND ORGANISATION BEHAVIOUR

Campus Footscray Park, Sunbury, Werrthoe, Kuala Lumpur, Hong Kong.
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 work 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 Three internal assessment tasks worth 60% of the subject assessment and a final examination worth 40% of the subject assessment. Students must successfully complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Subject is equal to 15 credit points.

BMO1110 MANAGING KNOWLEDGE

Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.
Content This subject aims to provide students with an understanding of the significance of knowledge within organisations. The topics included are: information and knowledge, sources and forms of knowledge, organisational memory and learning, developing knowledge systems, documenting knowledge, documents in electronic environments, knowledge management tools, aligning knowledge management and business strategy, knowledge enabled customer relationship management and using knowledge for competitive advantage.
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 Class 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.

BMO1192 BUSINESS COMMUNICATION

Campus Footscray Park, Sunbury, Werrthoe.
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, copy editing, referencing and footnoting; non-verbal communication; the formal and human sides to decision making in meetings; cross-cultural communication.
Class Contact Three hours per week. Normally to be delivered as a two hour workshop and one hour of tutorial. Subject equal to 15 credit points.
Assessment Class assignments 60%, Examination 40%.

BMO2165 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 change; alternative approaches to space usage; space management software; and assessment of facility quality and building performance.
Recommended 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 Class assignment, 20%; project 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.

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 and the decision making techniques needed to control the operations process; application of analytical methods and techniques to production.
Required Reading Gaither, N. & Frazier, G. 2002, Operations Management, 9th edn, South-Western, USA.
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 MANAGEMENT**

**Campus** Footscray Park

**Prerequisite(s)** BAO2100 Introduction to Small Enterprise.

**Content** This subject considers the application of management studies to the small enterprise sector. Topics include comparative business structures; characteristics of small business owners/managers; employee relations and training issues in small firms; business planning; and technology and small enterprise management.

**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.

**BMO2183 ENTREPRENEURIAL BUSINESS ISSUES**

**Campus** Footscray Park

**Prerequisite(s)** BAO2100 Introduction to Small Enterprise; BMO2182 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.

**BMO2184 OPERATIONS SUPPORT SYSTEMS**

**Campus** Footscray Park

**Prerequisite(s)** Preferably BMO2181 Operations Management.

**Content** The aim of this subject is 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 MRP II; 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)** BMO1102 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 impinges 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.

**BMO2283 MATERIALS MANAGEMENT AND DISTRIBUTION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aims of this subject are to bring business graduates to an understanding of the trade-offs required in materials management and distribution whereby combinations of supplier/customer relations, forecasting, inventory control and transport are used to create effective logistic operations, and to enable graduates to manage the inbound functions of materials management and the outbound functions of physical distribution in Australian companies. This subject includes the following topics: logistic systems as a means of creating flows of materials from point of supply to conversion into finished goods and distribution to customers; the materials management functions of purchasing, transport, inventory control and materials handling, logistics, information systems; the aims and parameters of the physical distribution function of order processing, inventory control, packaging, distribution centres, transport and customer service; the measurement of customer service from manufacture via distribution channels.


**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.

**BMO2100 INTRODUCTION TO SMALL ENTERPRISE**

**Campus** Footscray Park, Wentybee.

**Prerequisite(s)** BMO2100 Entrepreneurial Business Management.

**Content** This subject examines the practices and functioning of organisations at micro levels, with an emphasis on how the individual interacts and impinges 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.
BMO2300 CAREER PLANNING AND DEVELOPMENT

Campus: Footscray Park, Sunbury.
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 transition to work; organisational versus 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 equal 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.

BMO2354 CONFERENCES AND MEETINGS MANAGEMENT

Campus: Footscray Park, Sunbury.
Prerequisite(s): BMO1102 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, i.e. seminars, conferences and conventions; planning, conducting, managing and evaluating meetings.


Recommended Reading: Renton, N.E., 2000, Guide for Meetings and Organisations, Volume 2, 7th edn, LBC Information Services, NSW.

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%; 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.

BMO2402 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.

BMO2403 MANAGEMENT STRATEGY FOR ELECTRONIC COMMERCE

Campus: Werribee, Hong Kong.
Prerequisite(s): BMO1102 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.
BMO3177 ORGANISATION BEHAVIOUR

Campus: Footscray Park.
Prerequisite(s): Nil.
Content: An introduction to organisation behaviour; the processes underlying behaviour and its consequences within organisations; 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.

BMO3220 HUMAN RESOURCE MANAGEMENT

Campus: Footscray Park Sunbury.
Prerequisite(s): BMO1102 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 the H.R.M function; recruitment; selection; orientation; equal employment opportunity and affirmative action; motivation; 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.

BMO3264 BUSINESS COMMUNICATIONS

Campus: Footscray Park, Sunbury.
Prerequisite(s): BCO1102 Information Systems for Business.
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 attain a pass in the subject. Supplementary assessment will not be available.

BMO3292 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 maxim and 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, i.e. to shareholders, employees, customers, employers and society; fraudulent activities, types, causes, causes, actions taken, different roles within an organisation; laws and regulations of fraudulent activities; whistleblowing, professional attitudes, a review of different codes of conduct from various professions/groups; perceptions of the unions, and employees' perspectives; 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.

BMO3319 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 Schools, 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 adapt to changes in Australia’s international economic environment. Themes include: country profiles; management styles; working with governments; 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 management – Confucian, Buddhist, Islamic and other cultural influences; public and private sector relations.

**Required Reading**

Corbett, D.C., Managing in a Australia’s Region, draft VUT.

**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**

Test, 20%; assignment, 30%; examination, 50%. Students must complete each component of the assessment satisfactorily to pass. Supplementary assessment will not be available.

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**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 specific situations 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**


**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**

Seminar presentation, 20%; group 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.

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**BMO3323 EMPLOYEE RELATIONS MANAGEMENT**

**Campus**

Footscray Park, Sunbury.

**Prerequisite(s)**

BMO1102 Management and Organisation Behaviour.

**Content**


**Required Reading**

Teicher, J. Holland, P and Gough, R. 2002, Employee Relations Management, Australia in a Global Context, Prentice Hall Frenchs Forrest, NSW.

**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 point.

**Assessment**

Class role play exercise, including 300 word reflective piece, 15%; tutorial workbook and class exercises, 10%; essay (1500–2000 words), 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.

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**BMO3324 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 investigating 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 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 and assertiveness skills; coaching and team building; the counselling and consulting roles of the human resource manager.

**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 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.

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**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; to develop students’ abilities to match training and development techniques methods with learning styles; and to enable students to determine and evaluate the output of training and development activities so as to demonstrate their usefulness to an organisation. This subject includes the following topics: the strategic planning approach to training within organisations; designing training for effective learning; instructional theory and behavioural considerations; objectives in adult learning and types of learning goals; evaluation of training and evaluation of the training function.

**Required Reading**

To be advised by lecturer.

**Recommended Reading**

BMO 3326 PUBLIC ADMINISTRATION

Campus Footscray Park, Sunbury.
Prerequisite(s) BMO 1102 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 practice 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 in the public sector; change; efficiency, effectiveness and accountability in the public sector within the context of contemporary issues.


BMO 3327 ORGANISATION CHANGE AND DEVELOPMENT

Campus Footscray Park, Sunbury.
Prerequisite(s) BMO 1102 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 continuous versus discontinuous change; the learning environment; 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.

BMO 3328 HEALTH AND SAFETY MANAGEMENT

Campus Sunbury, Footscray Park
Prerequisite(s) BMO 1102 Management and Organisation Behaviour.

Content The subject aims to develop students’ understanding of 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; precarious employment and emerging OH & S issues; regulation and trade unions in OHS; management systems and employee empowerment; preventive strategies; workers’ compensation and rehabilitation practices.


BMO 3350 ASIAN EMPLOYMENT RELATIONS

Campus Footscray Park
Prerequisite(s) Nil.

Content This subject aims to develop student knowledge on the formation and nature 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 convergency theories, dependency theories, cultural theories and institutionalist theories. The theoretical framework will then be applied to the above mentioned 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.

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.
FACULTY OF BUSINESS AND LAW

BMO 3351 WORKPLACE INDUSTRIAL RELATIONS

Campus: Footscray Park, Sunbury.
Prerequisite(s): BMO1102 Management & Organisational 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 nature of employment and the implications of trends in precariousness; critical factors impacting upon the management of human resources in the nature of employment and the implications of trends in precariousness; critical understanding of the interaction between management, human resources and the workplace; 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. Subject equal to 15 credit points.
Assessment: Written assignment 30%; Class presentations 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.

BMO 3352 INTERNATIONAL MANAGEMENT

Campus: Footscray Park.
Prerequisite(s): BMO1102 Management & Organisational Behaviour or equivalent.
Content: The aim 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. Subject equivalent to 15 credit points.
Assessment: Written assignment 30%; Class presentations 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.

BMO 3381 MANUFACTURING DECISION ANALYSIS

Campus: Footscray Park
Prerequisite(s): BMO2181 Operations 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 decisions; facility location and layout; the use of stochastic simulation to investigate complex operating situations involving flow processes and queueing; 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.

BMO 3405 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 planning and building a live performance act; the logistical 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.
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.

BMO 3420 HUMAN RESOURCE INFORMATION SYSTEMS

Campus: Footscray Park, Sunbury.
Prerequisite(s): BCO1102 Information Systems for Business; BMO 3220 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 management information requirements; features and users of HRISs; analysis, development, implementation and management of HRISs; practical use of the HR module as an
example of HRIS software that students are likely to encounter in a
typical business organisation; and issues in the development of HRISs
for strategic purposes

**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, 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.

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**BMO3421 MANAGING THE SERVICE ORGANISATION**

**Campus**
Footscray Park.

**Prerequisite(s)**
BMO1102 Management and Organisation Behaviour, or equivalent subject.

**Content**
Introduction to 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.

**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 report 15%; Presentation 10%; Group survey assignment 25%; 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.

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**BMO3422 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, policy 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 strategy; implementing strategy; global strategic management; 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.

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**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.

**Required Reading**

**Recommended Reading**
An extensive reading list is handed to students at the beginning 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**
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.

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**BMO3851 ENGINEERING MANAGEMENT 2**

**Campus**
Footscray Park.

**Prerequisite(s)**
ENM2852 Engineering Management 1

**Content**
This subject aims to provide students with basic knowledge of processes of quality management systems in line with ISO9000 and processes of management in an engineering industry, principles of basic management functions, understanding of resources management, resource levelling, history of Australian industrial relations and arbitration role of unions and employers; and practical requirements of running a small engineering company.

**Required Reading**
Current Available Textbook - To be advised.

**Recommended Reading**

**Class Contact**
Three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials/computer sessions.

**Assessment**
Class tests and assignments, 40%; end of semester examination, 60%. Supplementary assessment will not be available.

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**BMO4400 HONOURS RESEARCH THESIS**

**(FULL-TIME)**

**BMO4401 HONOURS RESEARCH THESIS**

**(PART-TIME)**

**Campus**
Footscray Park, City Flinders.

**Prerequisite(s)**
BMO4430 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. Students are required to present one one-hour seminar on their research work.

**Class Contact**
Equivalent to one two-hour workshop/seminar per week for one semester. 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 are required to present one one-hour seminar on their research work.

**Class Contact**
Equivalent to one two-hour workshop/seminar per week for one semester. 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 are required to present one one-hour seminar on their research work.

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BMO 4420 ORGANISATION BEHAVIOUR AND ANALYSIS

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.


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 review and report 25%; case study 25%; research project and presentation 50%. Students must complete each part of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.

BMO 4422 INNOVATION AND ENTREPRENEURSHIP

Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.

Co-requisite(s) BMO 4420 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 its 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 appraise the theory and practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition; the innovation, practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition; the innovation, practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition; the innovation, practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition; the innovation, practice of resource acquisition and utilisation. This subject includes the following topics: opportunity recognition; the innovation, practice of resource acquisition and utilisation.

Required Reading Set of Readings 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 Case study, 20%; Business Plan, 40%; Sighted Exam, 40%. Students must complete each part of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.

BMO 4423 STRATEGIC ANALYSIS

Campus Footscray Park, City Flinders.
Prerequisite(s) Nil.

Co-requisite(s) BMO 4420 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 analyses; 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, 50%; 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.

BMO 4430 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 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 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.

BMO 4512 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.

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**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.

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**BMO4551 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.
Research Activities

Victoria Graduate School of Business
The Victoria Graduate School of Business manages all of the postgraduate programs of the Faculty of Business and Law at Victoria University, one of the largest business schools in Australia.

Located in the heart of Melbourne's Central Business District, the Victoria Graduate School of Business provides 24 hour student access, state of the art computing and teaching facilities and excellent teaching staff.

In addition to specialised studies, more general courses are offered, including the popular Master of Business Administration (MBA) and the Doctor of Business Administration (DBA), which Victoria University pioneered in Australia.

The Master of Business Administration (MBA) program offers students exposure to successful business people as guest lecturers. It also provides up-to-date business theory and establishes networking relationships capable of lasting throughout a graduate's career.

The Doctor of Business Administration (DBA) enables MBA graduates and a few selected others with appropriate qualifications to develop high-powered investigatory and analytical experience.

The Faculty's research centres and units are recognised as world leaders in the development of knowledge and the understanding of industry issues and trends. These multi-disciplinary research centres include the:

- International Business Research and Education Unit
- Centre for Hospitality and Tourism Research
- Workplace Studies Centre
- Public Sector Research Unit
- Small Business Research Unit
- Electronic Commerce Research Unit
- Business Ethics Research Unit
- Centre for International Corporate Governance – Research
- Judicial Administration and Justice Studies Institute
- Comparative Commercial Law Research Unit
- Centre for Strategic Economic Studies (within the Research Office of Deputy Vice-Chancellor)

All students undertaking postgraduate studies with the Victoria Graduate School of Business are automatically enrolled in the relevant Masters program, with Graduate Diploma and Graduate Certificate in Business awards available as exit points. Transition courses exempt from this process include the Graduate Diploma in Business Computing and the Graduate Certificate in Accounting, which are entry pathways to associated Masters program.

 Masters programs are usually completed in three semesters of full-time study.

On completion of four approved subjects, students may elect to exit the masters course and receive a Graduate Certificate in Business, or on completion of eight approved subjects, students may elect to exit the masters course and receive a Graduate Diploma in Business. It will not, however, be possible to continue with the Graduate Diploma/Masters until a further application for admission is made at the appropriate time and is accepted.

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, business 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 databases and materials, and the Treasury Management Laboratory are very useful research resources available for staff and students.

Staff are engaged in research across the spectrum in accounting and finance, with particular emphasis in the areas of management accounting, environmental accounting, 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 Database 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 (Masters 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 masters 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 managers, so all parties - students, staff and industry and government - co-operate 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
RESEARCH ACTIVITIES

Australia's major tourism databases in co-operation with their owners. These include the Bureau of Tourism Research's International Visitor Survey and National Visitor Survey, and the Queensland Tourist and Travel Corporation's Queensland Visitor Survey.

School of Information Systems

The School has research interests in the areas of systems development, network management, user computing, multimedia, internetworking, 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 on a number of campuses for staff and students involving visiting scholars as well as School staff. The School 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

Postgraduate courses in the School of Management address real-world problems in actual situations, using approaches that cross disciplinary boundaries. We encourage students to learn to solve problems and develop solutions through analysis that connects theory to actual situations. We aim to provide students with an education that they can use to improve organizations, work performance and the quality of people's working lives. In the postgraduate courses staff use examples, and cases from their established links with industry, commerce and government through their research and consultancies.

Professionals in any field can study our postgraduate courses to develop their careers as they move into management roles. These postgraduate courses lead to a Masters degree, and have early exit points at Graduate Diploma level. They are offered in Melbourne at the city campus near Flinders Street station, and part time students can take them through evening classes and some weekend classes.

The School offers three postgraduate courses. The Management Practice course aims to provide you with high level knowledge, skills and competencies in contemporary management practice. It does this through combining theory and practice in the material studied and in the learning process. This course provides a strong foundation in general management practice, together with the opportunity to specialise in one of six career-oriented areas. The Event Management course will provide you with a broad understanding of events management requirements and an awareness of the variety of management issues across the boundaries of arts, business, the entertainment industry, sport and tourism. The Industrial Relations/Human Resource Management course aims to provide students with an understanding of the fundamental concepts and skills in relation to industrial relations and human resource management. It aims to expose students to contemporary and to develop a high level of research competence in the field, and to promote the effective resolution of industrial relations and human resource problems.

The School also offers Research Masters and PhD degrees in a range of areas that are listed on its web site.
Postgraduate Offerings at the 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:
- 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 a period for three semester or part-time equivalent.

Course Structure
The course comprises six subjects, each with a value of 30 credit points consisting of the subjects listed below:
- BGP6900 Comprehensive Seminar
- BGP6901 Finance Monetary Policy and International Accounting
- BGP6902 Resource Utilization
- BGP6903 Impact of Business Practices on Society
- BGP6904 Technology for Communication and Business Analyses
- BGP6905 Government and Business Marketing and Promotion

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 successfully completed 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 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 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 Organisation Systems
- BMO6507 Employee Relations Strategies
- BMO6508 Operations Management
- BAO5534 Business Finance
- BMO6511 Strategic Management and Business Policy
- BMO6622 Managing Innovation and Entrepreneurship

Elective Subjects

Four electives approved by the Course Co-ordinator.

or

- BGP6513 Business Research Methods
- BGP7700 Thesis (full-time) (equivalent to three subjects)
- BGP7701 Thesis (part-time) (equivalent to three subjects)

or

- BGP6513 Business Research Methods
- BGP7702 MBA Major Project (full-time) (equivalent to three subjects)
- BGP7703 MBA Major Project (part-time) (equivalent to three subjects)

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 successfully completed a relevant degree or equivalent and have a minimum of 2 years work experience.

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 two-year period. Each subject carries a value of 15 credit points. Students must complete 180 credit points through academic study in order to graduate.

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 business and government resources 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 examinations 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:
Full time/ Part time
Applied Economics BEO8000/ BEO8001
Accounting and Finance BAO8000/ BAO8001
Information Systems BCO8000/ BCO8001
Law BLO8000/ BLO8001
Hospitality Tourism and Marketing BHO8000/ BHO8001
Management BMO8000/ BMO8001
Victoria Graduate School of Business BGP8000/ BGP8001

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.

Prizes
Victoria Graduate School of Business Prize for 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; 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 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 CPA Australia.

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; 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:

For students who hold an undergraduate degree in Accounting and wish to enhance their accounting skills.

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAO5528</td>
<td>Accounting for Public Sector Managers</td>
</tr>
<tr>
<td>BAO5730</td>
<td>The Professional Accountant &amp; Effective Communication</td>
</tr>
<tr>
<td>BAO5731</td>
<td>Contemporary Issues in Financial Accounting</td>
</tr>
<tr>
<td>BAO5732</td>
<td>Contemporary Issues in Management Accounting</td>
</tr>
<tr>
<td>BAO5733</td>
<td>Contemporary Issues in Corporate Finance</td>
</tr>
<tr>
<td>BAO5734</td>
<td>Financial Analysis</td>
</tr>
<tr>
<td>BAO5735</td>
<td>Advanced Forecasting, Planning and Control</td>
</tr>
<tr>
<td>BAO5736</td>
<td>Managerial Control Systems</td>
</tr>
<tr>
<td>BAO5743</td>
<td>Comparative International Accounting</td>
</tr>
<tr>
<td>BAO6615</td>
<td>Accounting Project</td>
</tr>
<tr>
<td>BAO7742</td>
<td>Business Research Methods</td>
</tr>
</tbody>
</table>

Plus

Thesis or three (3) 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.

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAO5561</td>
<td>Reporting and Professional Practice</td>
</tr>
<tr>
<td>BAO5562</td>
<td>Corporate Governance and Accountability</td>
</tr>
</tbody>
</table>

Plus

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAO5744</td>
<td>Business Research Methods</td>
</tr>
<tr>
<td>BAO5774</td>
<td>Strategic Management Accounting</td>
</tr>
<tr>
<td>BAO5666</td>
<td>Treasury</td>
</tr>
<tr>
<td>BAO5677</td>
<td>Taxation</td>
</tr>
<tr>
<td>BAO5757</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>BAO5756</td>
<td>Assurance Services and Auditing</td>
</tr>
</tbody>
</table>

Note: This group is designed to achieve CPA status for graduates.
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 intend 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 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. 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
BAO5534 Business Finance
BAO5734 Financial Analysis
BEO6501 Quantitative Analysis
BAO7742 Business Research Methods

Plus four of the following:

Risk Management Stream
BAO5572 Treasury Risk Management
BAO5747 International Portfolio Management
BEO5686 Financial Derivative Markets
BAO5573 International Financial Management

Financial Institutions Stream
BAO5746 Credit and Lending Management
BLO5738 Financial Institutions Law
BEO5685 Financial Institutions Management

Plus an additional specialisation of 4 coursework units, which may include further specialisation in finance or in area approved by the School of Accounting and Finance. Students following the AIBF Senior stream should include either the Risk Management stream of the Financial Institutions stream in Stage II. Students following the Financial Institutions stream should include Money and Capital Markets which should be studied prior to, or in conjunction with, Financial Institutions Management. Approved management and marketing units need to be included to meet AIBF Senior requirements.

Coursework including thesis option
BAO5534 Business Finance
BAO5734 Financial Analysis
BEO6501 Quantitative Analysis
BAO7742 Business Research Methods
BAO7700 Thesis (full-time)

or
BAO7701 Thesis (part-time)

Plus five of the following:

Risk Management Stream
BAO5572 Treasury Risk Management
BAO5747 International Portfolio Management
BEO5686 Financial Derivative Markets
BAO5573 International Financial Management

Financial Institutions Stream
BAO5746 Credit and Lending Management
BLO5738 Financial Institutions Law
BEO5685 Financial Institutions Management

Students may seek to substitute two of the above with other subjects approved by the School of Accounting and Finance. 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 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 Certificate 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 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:

- 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
- BEO5538 Economics
- BEO5539 Business Statistics
- BAO5522 Managerial Accounting
- BAO5525 Financial and Corporate Accounting
- BLO5537 Business Law
- BLO5538 Company Law
- BA5534 Business Finance
- BAO5535 Issues in Contemporary Accounting
- BAO5524 Professional Auditing
- BLO5539 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
- BAO5534 Business Finance
- BAO5535 Issues in Contemporary Accounting
- BAO5524 Professional Auditing
- BLO5539 Australian Income Tax Law and Practice
- BAO5743 Comparative International Accounting (or approved elective)
- BAO7742 Business Research Methods
- BAO5734 Financial Analysis (or approved elective)
- BAO5542 Issues in Management Accounting (or approved elective)

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.

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.
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 successfully completed a relevant three year undergraduate degree together with relevant professional experience equivalent to an annual year of study, or a relevant four year undergraduate degree with a credit average, or an equivalent combination of substantial relevant experience and/or education/training.

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 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:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BEO5554</td>
<td>Statistical Data Analysis for Business</td>
</tr>
<tr>
<td>BEO5566</td>
<td>Introductory Econometrics</td>
</tr>
<tr>
<td>BEO6600</td>
<td>Business Economics</td>
</tr>
<tr>
<td>BEO5567</td>
<td>International Economics</td>
</tr>
<tr>
<td>BEO6601</td>
<td>Economic Analysis</td>
</tr>
<tr>
<td>BEO6501</td>
<td>Quantitative Analysis</td>
</tr>
<tr>
<td>BEO5302</td>
<td>International Logistics and Business Strategy</td>
</tr>
<tr>
<td>BEO7742</td>
<td>Business Research Methods</td>
</tr>
<tr>
<td>BEO5603</td>
<td>Econometrics and Forecasting</td>
</tr>
<tr>
<td>BEO6507</td>
<td>International Business Environment</td>
</tr>
<tr>
<td>BEO5602</td>
<td>Advanced Managerial Economics</td>
</tr>
<tr>
<td>BEO5601</td>
<td>Economics of International Trade</td>
</tr>
</tbody>
</table>

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.

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**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 the Australian business environment.

**Admission Requirements**
To qualify for admission to the course an applicant must have normally successfully completed a relevant three year undergraduate degree together with relevant professional experience equivalent to an additional year of study, or a relevant four year undergraduate degree with a credit average, or an equivalent combination of substantial relevant experience and/or education/training.

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.

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

<table>
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<tr>
<th>Course Code</th>
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<tr>
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<td>Business Economics</td>
</tr>
<tr>
<td>BEO5567</td>
<td>International Economics</td>
</tr>
<tr>
<td>BEO6601</td>
<td>Economic Analysis</td>
</tr>
<tr>
<td>BEO5302</td>
<td>International Logistics and Business Strategy</td>
</tr>
<tr>
<td>BEO6501</td>
<td>Quantitative Analysis</td>
</tr>
<tr>
<td>BEO5301</td>
<td>International Economic Regulation</td>
</tr>
<tr>
<td>BEO5302</td>
<td>International Logistics and Business Strategy</td>
</tr>
<tr>
<td>BEO5303</td>
<td>Strategic International Trade Finance</td>
</tr>
<tr>
<td>BEO5304</td>
<td>International Business Operations</td>
</tr>
<tr>
<td>BEO5061</td>
<td>Economics of International Trade and Finance</td>
</tr>
<tr>
<td>BEO7742</td>
<td>Business Research Methods</td>
</tr>
</tbody>
</table>

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in International Trade. 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 Music and Entertainment Business

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 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:
- 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.

Course Structure
The course comprises of twelve subjects, consisting of 12 coursework subjects or nine subjects and a thesis. The structure of the course is as follows:

(a) 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
BMO5514 Artist Management and the International Touring
BLO5515 Entertainment Industry Law
BHO6666 Global Marketing Management
BAO6504 Accounting for Management
BEO5304 International Business Operations
BEO5303 Strategic International Trade Finance
BCO6658 Internet Commerce
Plus one elective approved by the Course Co-ordinator or

(b) Nine subjects and a thesis
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
BMO5514 Artist Management and the International Touring

BEO7742 Business Research Methods
BEO7700 Thesis (full time) or BEO7701 Thesis (part time)

An approved elective subject

On completion of 8 approved subjects students who choose to exit this course will be eligible to receive the Graduate Diploma in International Music and Entertainment Business. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate in Business.

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 Duration
The course may be offered on a 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.

Course Structure
The structure of the course is as follows:
BEO5500 Probability and Data Analysis
BEO5501 Sampling and Inferential Statistics
BEO5502 Regression and Time-Series Modelling
BEO7742 Business Research Methods

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Graduate Certificate 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.

Admission Requirement
To qualify for admission to the course an applicant must normally hold a degree or diploma from a recognised institution, an equivalent qualification from a recognised tertiary institution or be in possession of extensive and appropriate professional industry experience of at least four years duration.

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 two semesters. 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:
BEO5185 Retail Management Concepts
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 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.

Admission Requirement
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. 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 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
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

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
BMO6506 Work and Organisation Systems
BAO6504 Accounting for Management
BEO6295 Retail Buying and Merchandising
BEO5302 International Logistics and Business Strategy
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 8 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.

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.
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 successfully completed 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. Students must complete 180 credit points through academic study in order to graduate.
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 successfully completed 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 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 twelve coursework subjects or nine subjects and a thesis. The structure of the course is as follows:
(a) Coursework stream
- BHO5668 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)

(b) Nine subjects and thesis stream
- 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 Certificate.

On completion of 4 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 successfully completed 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 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:
- 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

Elective (choose four from those listed below)
- BCO6503 Management Information Systems
- BHO5501 Electronic Marketing
- BHO6505 Marketing Management
- BMO6622 Managing innovation and entrepreneurship
- BEO5554 Statistical Data Analysis for Business
- BLB5512 Electronic Commerce and the Law
- BAO5573 International Financial Management
- BGP7705 MBA Minor Project

Graduate Certificate in Electronic Commerce and Marketing
- BCO6658 Internet Commerce
- BCO6610 Internet Technologies in Business
- BHO5501 Electronic Marketing
- BHO6666 Global Marketing Management

Graduate Diploma in Electronic Commerce and Marketing
- 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 Marketing. 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 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 successfully completed 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:

**Option One**
- BHO5718 Contemporary Issues in Hospitality and Tourism
- BHO5602 Research Project (Hospitality)

**Option Two**
- HEM1655 Research Methodology (or equivalent)
  - Education and Training
- BHO7700 Research Thesis (full time)
  or
- BHO7701 Research Thesis (part time)

Option 1 (Coursework)
- BHO5718 Contemporary Issues in Hospitality and Tourism
- BHO5604 Research Project (Tourism)

Option 2 (Coursework and minor thesis)
- HEM1655 Research Methodology (or equivalent)
  - Education and Training
- BHO7700 Research Thesis (full time)
  or
- BHO7701 Research Thesis (part time)
  *Education and Training Subjects

Core Subjects
- HEG1501 Curriculum
- HEG1502 Evaluation
- HEG1503 Teaching, Learning and Assessment
- HEG1504 Innovation
Applied Studies Subjects
HEG2411 Employment Development 1
HEG2412 Employment Development 2
HEG1532 Training Design and Practice 1
HEG1533 Training Design and Practice 2
HEG1538 Assessment 1
HEG1539 Assessment 2

Research Subject
HEM1655 Research Methodology (or equivalent)

# Hospitality and Tourism Approved Subjects
BAO5701 Accounting for Decision Making in Hospitality and Tourism
BEQ6704 Tourism Economics
BHO5567 Hospitality Property Development
BHO5575 National Cultures and Identities
BHO5586 Accommodation Structure and Organisation
BHO5601 Advanced Management Systems for Hospitality and Tourism
BHO5603 Innovations in Hospitality
BHO5606 Hospitality and Tourism Operations Development
BHO5707 International Tourism Planning and Development
BHO6717 Tourism and the Environment
BMO5706 Hospitality and Tourism Human Resource Management

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 Education. On completion of 4 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Hospitality and Tourism Education.

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 practise 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 successfully completed 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 Coordinator.

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
HPB5200 Sport Strategy
HPB5104 Sport Business
BHO5605 International Tourism Management
BAO5405 Sports Finance
HBP5103 Sport Industry Issues
HPB5203 Sport Project

Option One
BHO5604 Research Project (Tourism)
BLO5400 Sport and the Law
An approved subject in Tourism Management
An approved subject in Sport Business

Option Two
BHO7742 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

Course Objectives
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

Course Objectives
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 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 degree or diploma, 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:
- 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 on a 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
BCO6603 Enterprise Resource Planning Systems
BCO5647 Applications Programming Techniques
BCO5502 Client Server Technology
BCO5501 Business Process Engineering

Masters of 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 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 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 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
BMO6624 Organisation Change Management
BCO5650 Enterprise Electronic Commerce
BCO5651 Enterprise Resource Planning System Implementation
BCO6615 Strategic Use of Enterprise Resource Planning Systems

Plus four electives approved by the course co-ordinator.
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 normally have successfully completed a minimum of:

(a) a 3 year undergraduate degree, preferably in a business discipline other than Computing; or
(b) an equivalent combination of substantial relevant experience and/or relevant education/training

In order to fulfill the above requirements applicants may be required to undertake additional study as determined by the course coordinator.

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

- International English Language Testing System (IELTS) with an overall band score of 6.5+; or
- Test of a Foreign Language with a score of 580+ plus a test of written English score 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.

In the case of international students applying to study in an overseas location must provide evidence of proficiency in the English language:

- International English Language Testing System (IELTS) with an overall band score of 6.5+; or
- Test of a Foreign Language with a score of 580+ plus a test of written English score 5.5

International 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 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
- BCO5656 Information Systems Programming
- BCO5654 Development of Information Systems
- BCO5653 Business Information Systems
- BCO6670 Enterprise Network Systems
- BCO5655 Information Systems Applications Development
- BCO6672 The Information Systems Professional

And two electives from the following list:
- BCO5501 Business Process Engineering
- BCO5502 Client Server Technology
- BCO5647 Applications Programming Techniques

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 successfully completed 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:

- 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 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:
- BCO6656 Information Technology Project Management
- BCO6653 Management of Information Technology
- BCO6670 The Information Systems Professional
- BCO6671 Information Systems Research and Writing
and a further four recommended subjects depending on which theme or topic area the student wishes to follow, selected from the following list:

BCO6601 Current Issues in Information Systems
BCO6602 Building Small Business Systems
BCO6603 Enterprise Resource Planning Systems
BCO6641 User Computing
BCO6642 Systems Development
BCO6643 Knowledge Engineering
BCO6644 Object Oriented Programming
BCO6646 Systems Support Programming
BCO6654 Database Design
BCO6655 Internetworking Systems
BCO6656 Internet Commerce
BCO6657 Internet Technologies in Business
BCO6661 Building Internet Commerce Systems

and 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 successfully completed 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 Structure
The structure of the course is as follows:

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
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<tbody>
<tr>
<td>BCO6658</td>
<td>Internet Commerce</td>
</tr>
<tr>
<td>BCO6610</td>
<td>Internet Technologies in Business</td>
</tr>
<tr>
<td>BCO6616</td>
<td>Building Internet Commerce Systems</td>
</tr>
<tr>
<td>BCO5650</td>
<td>Enterprise Electronic Commerce</td>
</tr>
<tr>
<td>BHO5501</td>
<td>Electronic Marketing</td>
</tr>
<tr>
<td>BHO5502</td>
<td>Services and Relationship Marketing</td>
</tr>
<tr>
<td>BHO5503</td>
<td>Marketing Communications</td>
</tr>
<tr>
<td>BHO6666</td>
<td>Global Marketing Management</td>
</tr>
</tbody>
</table>

Elective (choose four from those listed below)

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCO6503</td>
<td>Management Information Systems</td>
</tr>
<tr>
<td>BHO6505</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>BCO6645</td>
<td>Internetworking Systems</td>
</tr>
<tr>
<td>BHO5504</td>
<td>Brand and Product Management</td>
</tr>
<tr>
<td>BMO6622</td>
<td>Managing innovation and entrepreneurship</td>
</tr>
<tr>
<td>BEO5554</td>
<td>Statistical Data Analysis for Business</td>
</tr>
<tr>
<td>BLB5512</td>
<td>Electronic Commerce and the Law</td>
</tr>
<tr>
<td>BAO5573</td>
<td>International Financial Management</td>
</tr>
<tr>
<td>BGP7705</td>
<td>MBA Minor Project</td>
</tr>
</tbody>
</table>

Graduate Certificate in Business

On completion of 8 approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Marketing. 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 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 successfully completed 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; 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 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:
- Introductory Core Subjects - compulsory
  - BLO5601 Australian Immigration Law
  - BLO5602 Advanced Australian Immigration Law
  - BLO5603 Administrative Law and Practice
  - BLO5604 Refugee Law and Practice

- Core Subjects - compulsory
  - BLB5502 Asian Business Law
  - BLB5503 International Trade Law
  - BLB5530 Comparative Corporate Law
  - BLB5536 Immigration Law and Practice
  - BLB5537 Telecommunications Law and Policy
  - BLB5538 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 Electronic 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 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 successfully completed 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; 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. 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
- BLB5536 Immigration Law and Practice
- BLB5537 Telecommunications Law and Policy
- BLB5538 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 Electronic 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 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
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

Plus
BLB5520  Dissertation

Graduate Diploma in Notarial Practice

Course Objectives
The objective of the course is to provide students with a formal education in relevant legal subjects to enable them to qualify as Public Notaries. The course aims to provide an in-depth knowledge of the work of a notary including notarial acts, Bills of Exchange and other professional functions. It is also the aim to provide an overview of the world’s legal systems that will assist Notaries Public preparing notarial acts for foreign jurisdictions in Europe and the Asia-Pacific region, especially those with culturally diverse populations maintaining connections with many homelands.

Admission Requirements
To qualify for admission to the course an applicant must be engaged in practice as a Notary or be seeking appointment as a Public Notary in Victoria or in another jurisdiction.

Course Duration
The course can be completed at a student’s own pace but it is estimated that it would take 2-3 months to complete. Students will be required to complete the course within 24 months of commencement.

Course Structure
The structure of the course is as follows:
ZZC5002  Notarial Practice
ZZC5003  Comparative Law
ZZC5001  Private International Law/Conflict of Laws

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 demands of an 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 successfully completed 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
- BLB5505 Immigration Law and Practice
- BLB5506 Telecommunications Law and Policy
- BLB5507 International Commercial Law

Electives
(a) Four electives selected 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

And such additional electives as are approved from time to time. Students may also select as electives other approved Victoria University law subjects which are accredited by the School of Law as being of post-graduate standard.

or
(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.

Graduate Diploma in Notarial Practice
Course Objectives
The objective of the course is to provide students with a formal education in relevant legal subjects to enable them to qualify as Public Notaries. The course aims to provide an in-depth knowledge of the work of a notary including notarial acts, Bills of Exchange and other professional functions. It also aims to provide an overview of the world's legal systems that will assist Notaries Public preparing notarial acts for foreign jurisdictions in Europe and the Asia-Pacific region, especially those with culturally diverse domestic populations maintaining connections to many homelands.

Admission Requirements
To qualify for admission to the course an applicant must be engaged in practice as a Notary or be seeking appointment as a Public Notary in Victoria or in another jurisdiction.

Course Duration
The course can be completed at a student's own pace but it is estimated that it would take 2-3 months to complete. The full course must be completed within 24 months of initial enrolment.

Course Structure
The structure of the course is as follows:
- ZCC5002 Notarial Practice
- ZCC5003 Comparative Law
- ZCC5001 Private International Law/Conflict of Laws

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 post graduate 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
- 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 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 (Insolvency and Security Issues)
- 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*
* 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 (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, to manage operations and 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
For admission to the course an applicant must have normally successfully completed a relevant degree and be employed in or intend to be employed in a position associated with 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 order to fulfil these requirements applicants may be required to undertake additional or preliminary study as determined by the course coordinator.

To qualify for admission to the course with advanced standing in four subjects, an applicant must normally be employed in or intend to be employed in a position associated with management, and have successfully completed a minimum of:

(a) A relevant 3 year undergraduate degree together with relevant professional experience equivalent to an additional year of study; or
(b) A relevant 4 year undergraduate degree; or
(c) A relevant 3 year undergraduate degree together with a relevant graduate certificate; or
(d) An equivalent combination of substantial relevant experience and/or education/training.

In order to fulfill these requirements applicants may be required to undertake additional or preliminary study as determined by the course coordinator.

In addition to satisfying the entry requirements for Australian resident students, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System (IELTS) with an overall band score of 6.5+; or
- Test of a Foreign Language with a score of 580+ plus a test of written English

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 component 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 Specialisation Support 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
- BMO5520 Organisation Analysis and Behaviour
- BMO5522 Human Resources and Employee Relations
- BMO6623 Strategic Analysis and Decision Making
- BMO6624 Organisation Change Management
- BMO5600 Project Management
- BMO5601 Operations and Service Management
- BMO6622 Managing Innovation and Entrepreneurship
- BMO6630 Business Research Methods

Specialisation Support Subjects
- BMO6509 Leadership and Corporate Governance
- BMO5650 Managing Organisation Knowledge
- BMO5572 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:
BMO6510 Government and Business Relations
BMO6512 International Policy Studies
BMO6509 Leadership and Corporate Governance

Human Resource Management
This specialisation aims to expose 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 expose 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
BMO5967 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
BMO6622 Managing Innovation and Entrepreneurship
BMO5650 Managing Organisation 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:
BMO5574 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:
BMO5550 Contemporary Employment Systems
BMO7744 Readings in Labour Studies
BMO5535 International Employee Relations
BMO5537 Topics in Employee Relations Management
BMO5551 Remuneration and Performance Management
BMO5566 Occupational Health and Safety Management
BLO5513 Law of Employment
BAO6504 Accounting for Management
BMO6653 Management of Information Technology
BLO6502 Law for Management
BHO6305 Marketing Management

Master of Business
(Event Management)

Course Objectives
The course aims to provide students with an understanding of the management of arts, entertainment, and sporting events. The course will emphasise a multidisciplinary approach to the development of high order event management skills and competencies, focussed particularly on major events, conferences and meetings, incentives and exhibitions, trade shows, festivals, and major sporting events.

Admission Requirements
To qualify for admission to the course an applicant must normally have successfully completed a relevant degree and be employed in or intend to be employed in a position associated with event 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 order to fulfil these requirements applicants may be required to undertake additional study as determined by the course coordinator.

To qualify for admission to the course with advanced standing in four subjects, an applicant must normally be employed in or intend to be employed in a position associated with management, and have successfully completed a minimum of:
(a) A relevant 3 year undergraduate degree together with relevant professional experience equivalent to an additional year of study; or
(b) A relevant 4 year undergraduate degree;
(c) A relevant 3 year undergraduate degree together with a relevant graduate certificate; or
(d) An equivalent combination of substantial relevant experience and/or education/training.

In order to fulfil these requirements applicants may be required to undertake additional or preliminary study as determined by the course coordinator.

In addition to satisfying the entry requirements for Australian resident students, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System (IELTS) with an overall band score of 6.5; or
- Test of a Foreign Language with a score of 580+ plus a test of written English

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 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:
(a) BMO5401 Special Event Management
    BHO5403 Marketing for Events
    BAO5505 Accounting for Events
    BLO5406 Law for Events
    BEO5407 Economic Impact of Events
    BHO5408 Hospitality, Tourism and Events
    BMO5600 Project Management
    BMO6511 Strategic Management and Business Policy
    BMO6630 Business Research Methods
    BMO6622 Managing Innovation and Entrepreneurship
(b) BMO5401 Special Event Management
    BHO5403 Marketing for Events
    BAO5505 Accounting for Events
    BLO5406 Law for Events
    BEO5407 Economic Impact of Events
    BHO5408 Hospitality, Tourism and Events
    BMO6511 Strategic Management and Business Policy
    BMO6622 Managing Innovation and Entrepreneurship
    BMO7700 Thesis (full time)
    or
    BMO7701 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 Event 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 (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 normally have successfully completed a relevant degree 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 order to fulfil these requirements applicants may be required to undertake additional study as determined by the course coordinator.

To qualify for admission to the course with advanced standing in four subjects, an applicant must normally be employed in or intend to be employed in a position associated with industrial relations/human resource management, and have successfully completed a minimum of:
(a) A relevant 3 year undergraduate degree together with relevant professional experience equivalent to an additional year of study; or
(b) A relevant 4 year undergraduate degree; or
(c) A relevant 3 year undergraduate degree together with a relevant graduate certificate; or
(d) An equivalent combination of substantial relevant experience and/or education/training.

In order to fulfil these requirements applicants may be required to undertake additional or preliminary study as determined by the course coordinator.

In addition to satisfying the entry requirements for Australian resident students, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System (IELTS) with an overall band score of 6.5+; or
- Test of a Foreign Language with a score of 580+ plus a test of written English

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 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 (a) twelve subjects or (b) 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

Plus:
- 3 electives from the elective subjects listed below

Option One
To achieve Master of Business in Industrial Relations and Human Resource Management.

Core subjects Plus:
- BMO6630 Business Research Methods
- BMO7744 Readings in Labour Studies
- BMO7700 Thesis (full time) or
- BMO7701 Thesis (part time)

Plus 2 electives from the elective subjects listed below

Option Two
To achieve Master of Business in Industrial Relations and Human Resource Management.

Core Subjects Plus:
- BMO6630 Business Research Methods
- BMO7744 Readings in Labour Studies
- BMO5572 Strategic Human Resource Management

Plus 4 electives from the elective subjects listed below
Elective Subjects:
BMO 5520 Organisation Analysis and Behaviour
BMO 5533 Organisation Consulting and Counselling
BMO 5547 Employee Development and Change
BMO 5573 Change Evaluation for Business Excellence
BMO 5535 International Employee Relations
BMO 5537 Topics in Employee Relations Management
BMO 5548 Negotiation and Advocacy
BMO 5565 Human Resource Information Systems
BMO 6624 Organisation Change Management
BMO 5551 Remuneration and Performance Management
BMO 5566 Occupational Health and Safety Management
BMO 5568 Teamworking
BEO 5544 Human Resource Economics
BLO 5555 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 Studies

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.

Deferment (Commencing Students)
Deferment will not be granted to applicants who have been offered a place in a course.

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 teaching period. In determining course progress, a student's course load as at census dates prescribed by the University 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.

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:
(a) the reason for the leave; whether a student has been granted previous leave; the academic record of the student;
(b) whether the leave is normally granted for one or two semesters. In very special circumstances, however, longer periods may be approved by the relevant Head of School.

Minimum Completion Requirements
The following apply:
(a) a Graduate Certificate is constituted by completion of 60 credit points;
(b) a Graduate Diploma is constituted by completion of 120 credit points;
(c) a Masters program is constituted by completion of 180 credit points.

Normally the maximum number of exemptions given including RPL are:
(a) for a Graduate Certificate – no exemptions (with the exception of the Graduate Certificates in Immigration Law, and Enterprise Resource Planning Systems);
(b) for a Graduate Diploma – up to half of the course;
(c) for a Masters – up to two thirds of the course.

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:
(a) two subjects for a Graduate Certificate;
(b) four subjects for a Graduate Diploma;
(c) four subjects for a Masters program.
BAO 5405 SPORT FINANCE
(HUMAN DEVELOPMENT SERVICE SUBJECT)
Campus City Flinders
Prerequisite(s) Nil.
Content: This subject aims to provide students with a sound understanding of the economic and financial parameters which surround the operation of sport organisations and the pivotal role of fundraising and budgeting in guiding a sporting organisation's programs and activities. Balance sheets, revenue statements and cash flow statements will be studied and used to diagnose the financial health of sporting organisations and to identify workable funding and budgeting strategies. The ethical dimensions of financial management and accounting practice will also form part of the curriculum.
Required Reading Howard, D.R., & Crompton, J.L. 1995, Financial Sport, Fitness Information Technology, Morgantown, WV.
Class Contact Three hours per week for one semester comprising one three hour lecture/seminar or equivalent. Subject equal to 15 credit points.
Assessment Projects (2 x 25%), 50%; Examination, 50%. Students are expected to complete each component of the assessment to gain a pass in the subject.

BAO 5505 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.
Class Contact Equivalent to 36 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%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

BAO 5522 MANAGERIAL ACCOUNTING
Campus City Flinders, Singapore.
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 36 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.

BAO 5524 PROFESSIONAL AUDITING
Campus City Flinders, Singapore.
Prerequisite(s) BAO 5525 Financial and 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 Equivalent to 36 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.
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 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)** BAO 5543 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.

**Recommended Reading** To be advised by lecturer.

**Class Contact** Three hours per week for one semester comprising one three hour lecture/seminar or equivalent. Subject equal to 15 credit points.

**Assessment** Assignments, case studies, class presentations, 40%; examination, 60%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

**BAO 5526 PERSONAL FINANCIAL PLANNING AND SUPERANNUATION**

Campus City Flinders.

**Prerequisite(s)** BAO 5567 Taxation.

**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 of 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.

**Class Contact** Equivalent to 36 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 must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**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 eo-commerce, implications for adult, and a unit entitled 'The Future' are included. The latter being vitally 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.

**Class Contact** Equivalent to 36 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 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 36 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 5534 BUSINESS FINANCE
Campus City Flinders
Prerequisite(s) BAO 5543 Accounting, Systems and Processes
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 Peirson and Bird.
Class Contact Equivalent to 36 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 5535 ISSUES IN CONTEMPORARY ACCOUNTING
Campus City Flinders, Singapore
Prerequisite(s) BAO 5525 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, measurement and interpretation 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 36 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) BAO 5522 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 element s 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 36 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 this 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 concepts; 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 36 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 Manual 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 36 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.

BAO 5561 REPORTING AND 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 Australia Segment notes - Reporting and Professional Practice.
Class Contact Equivalent to 36 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 this 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 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 Australia Segment notes—Corporate Governance and Accountability

Class Contact Equivalent to 36 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 Australia Segment notes—Treasury

Class Contact Equivalent to 36 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 Structure of the income Tax Assessment Act and sources of authority; principles of assessable income; principles of general and specific deductions; capital gains; capital expenditure allowances; individuals; companies and dividends; partnerships; administration of the tax system, goods and services tax.

Required Reading CPA Australia Segment notes—Taxation.

Recommended Reading Income Tax Assessment Act.

Class Contact Equivalent to 36 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.

BAO5571 CORPORATE COLLAPSE AND ETHICS

Campus City Flinders
Prerequisite(s) BAO5534 Business Finance or equivalent.
Content The subject aims to provide students with an understanding of corporate treasury management and the role of financial markets in the corporate treasury function. This subject includes the following topics: treasurer’s role and policy, fundamentals of treasury management, extent of treasury School responsibility, treasury structure; sources of finance, the corporate debt market in Australia, establishing and maintaining an international credit rating; equity and quasi equity finance, current trends in global financial markets; interest rate exposure management, identification and measurement of crucial risks, risk management strategies, credit risk and establishing credit limits, risk management products, financial futures, options and swaps; cash and liquidity management, principles of asset/liability management, corporate banking relationships, control of treasury operations, impact of accounting and tax regulations on corporate treasury operations.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 36 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 Written assignments and presentations, 50%; final examination, 50%. Students are required to satisfactorily complete all assessment tasks in order to be awarded a pass grading in the subject. Supplementary assessment will not be available.

BAO5572 TREASURY RISK MANAGEMENT

Campus City Flinders
Prerequisite(s) BAO5534 Business Finance or equivalent.
Content The subject aims to familiarise students with the techniques and issues involved in the preparation and evaluation and control of information from the perspective of a firm operating in an global marketplace. It provides a conceptual framework for financial decision making within an international context. Key financial decisions such as working capital management, capital budgeting, cost of capital and financial structure, and evaluation and control of operations are
BAO 5701 ACCOUNTING FOR DECISION MAKING IN 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.

Required Reading Colman, M.M. and Jagels, M.G., 2001, Hospitality Management Accounting, 7th edn, John Wiley and Sons, New York, USA.

Recommended Reading Articles and case studies.

Class Contact Equivalent to 36 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.

BAO 5576 ASURANCE 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.
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 orientated 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 36 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 required 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 professionalism, 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 36 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.

BAO5732 CONTEMPORARY ISSUES IN MANAGEMENT ACCOUNTING

Campus City Flinders

Prerequisite(s) Nil.

Content The subject aims to build on the knowledge gained in undergraduate courses and from work experience in the field of management accounting; to enhance research skills in examining the current issues in management accounting; to examine the use of resources available for problem solving and research; to apply recent research to modern day management problems. Topics covered include: an historical perspective of management accounting; management accounting and information system design focusing on product costing, cost management, performance measurement, reward systems and incentives. Each topic is considered in the strategic context and where appropriate, an operational context.

Required Reading Articles and case studies.

Class Contact Equivalent to 36 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.

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 Pearson and Bird.

Class Contact Equivalent to 36 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, Singapore
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 36 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 36 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-Schoolh analysis; understand 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 36 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.

BAO5742 INTERNATIONAL FINANCE
Campus City Flinders
Prerequisite(s) BAO5534 Business 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 markets and products 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 36 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.

BAO5743 COMPARATIVE INTERNATIONAL ACCOUNTING
Campus City Flinders, Singapore.
Prerequisite(s) Nil.
Content The subject aims to develop students’ appreciation of the problems, issues and dimensions of international financial accounting and reporting. Differences in culture, business practices, political and regulatory structures, currency values, business risks, tax codes and evel of economic development may influence the 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 America, United Kingdom, Hong Kong, China Japan, European Community; current issues in international accounting; consolidation of group accounts, developing countries, and international accounting regulation.
Class Contact Equivalent to 36 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.
BAO5744 INTERNATIONAL ACCOUNTING AND MULTINATIONAL ENTERPRISE

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject aims to examine the management challenges associated with developing strategies and managing the operations of large and smaller companies whose activities stretch across national boundaries. The subject focuses on the expanding role of the accountant in collecting, reporting and interpreting performance information required to manage across national borders in the context of differing cultural, social, political and economic forces. This subject includes the following topics: Management Worldwide; Cross Border Management; Responding to Conflicting Demands; Building Strategic Capabilities; Managing Across Borders; Developing Coordination and Control; Managing Activities and Tasks; Building Transnational Capabilities; Preparing for the Future; Accounting Research


Class Contact Equivalent to 36 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, 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.

BAO5746 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 risk. 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 lending facilities 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.


Class Contact Equivalent to 36 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) BAO5534 Business 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 objects, 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.


Class Contact Equivalent to 36 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 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.

BAO6504 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 Bazley, Contemporary Accounting A Conceptual Approach, 2nd edn.

Class Contact Equivalent to 36 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%. 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.
BAO6615 ACCOUNTING PROJECT
Campus City Flinders
Prerequisite(s) Nil
Content The aims of this subject are to demonstrate the use of integrated information systems in medium to large size organizations and to demonstrate how these systems facilitate the production of accounting information. Students with sound theoretical knowledge of the use of ERP systems, in conjunction with competency in the practical use an ERP system to facilitate financial and management accounting. Topics include: overview of Enterprise Resource Planning (ERP) systems, general ledger, financial reporting and management reporting in an ERP system; hardware/software acquisition alternatives; control in an ERP information system, and accounting evaluation of an ERP implementation.
Class Contact Equivalent to 36 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%, comprising of a combination of practical SAP projects, written reports and skill tests. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BAO6714 COMPUTERISED ACCOUNTING IN AN ERP SYSTEM
Campus City Flinders, Singapore
Prerequisite(s) Nil
Content The aims of this subject are to equip students with the knowledge and skills in research methods necessary for the undertaking and evaluation of business research projects. The project proposal must be well defined and achievable, and must be approved before the project proceeds, project report consisting of 10,000 words.
Required Reading Articles and case studies.
Class Contact Supervised applied research/ project. Subject equal to 15 credit points.
Assessment Project report, 100%. Students are expected to satisfactorily complete each component of the assessment. Supplementary assessment will not be available.

BAO7742 BUSINESS RESEARCH METHODS
Campus City Flinders, Singapore.
Prerequisite(s) This subject can be undertaken when a significant number of the units required for the Graduate Diploma have been completed.
Content 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.
Required Reading Articles and case studies.
Class Contact Equivalent to 36 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%; 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.

BAO8000 DISSERTATION (THESIS)(DBA)(FULL-TIME)
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 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.

BAO8002 PHD (RESEARCH)(FULL-TIME)
BAO8003 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 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 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's thesis 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 thesis by thesis has been reached; or an alternative and exceptional background provided 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.

Requirements/Assessment
Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

BAO 9800 RESEARCH THESIS (FULL-TIME)

BAO 9801 RESEARCH THESIS (PART-TIME)

Campus City Flinders.

Co-requisite(s) BAO 7742 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.

BAO 9913 ACCOUNTING INFORMATION SYSTEMS (ENGINEERING AND SCIENCE SERVICE SUBJECT)

Campus Footscray Park.

Prerequisite(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.

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
Test and assignment, 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.

BAO 8805 FINANCIAL MANAGEMENT 1

Campus City Flinders.

Prerequisite(s) BAO 5534 Business Finance (or equivalent).

Content
Financial goals, managing for corporate value creation and integrating the various financial management tasks with other strategic decisions of management. Seminal 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 analyses, 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 36 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.

BAO 8806 FINANCIAL MANAGEMENT 2

Campus City Flinders.

Prerequisite(s) BAO 8805 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 enterprise; 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.

Class Contact
Normally to be delivered as lectures, 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
Internal assessment, 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.

BAO 5501 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 can provide important strategic advantages for businesses. The subject describes the major strategic approaches' 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.

Required Reading

Recommended Reading

Class Contact
Equivalent to 36 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; 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
Prerequisite(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 the 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 ERP developing SAP R/3 as an example.
Class Contact Equivalent to 36 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%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCO5548 SYSTEMS ANALYSIS

Campus City Flinders
Prerequisite(s) BCO5503 Management Information Systems
Content The aim of the subject is 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 business 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; analysis 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 36 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.
Class Contact Equivalent to 36 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%; 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.

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 36 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 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 SA P R/3 technology, B A P I's R/3 internet business framework.
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 36 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 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.
Recommended Reading: Koes, K., de Bruyn, G.M. and Lyfannef, R., 2000, Java and BAPI Technology for SAP, Mondo, U., 2000, Software Development for SAP R/3: Data Dictionary, A buy/4, Interface Class Contact Equivalent to 36 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.

BCO5653 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 networking; identification, and roles of stakeholders in information systems; business applications of information technology including: types of information systems used in business, and the use of Internet technologies in business.
Class Contact Equivalent to 36 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 Software-based practical assignments, 30%, case studies, papers and oral presentations, 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.

BCO5654 DEVELOPMENT OF INFORMATION SYSTEMS

Campus City Flinders.
Prerequisite(s) BCO5653 Business Information Systems
Content The aim of the subject is to provide students with the ability to apply systems analysis and design processes. It will develop students' abilities to apply tools and techniques that are currently used in systems development, building upon the skills and concepts learned in Business Information Systems. Students will learn to identify the full range of client needs including business requirements, quality, usability, cost and time constraints. Students in a case study will apply techniques that can be used to identify and meet client needs. Topics will be drawn from: Systems development methodologies: model driven, rapid application, hybrid; User requirements identification and specification; Object oriented analysis and design; Process modelling; Data modelling; database design; Systems integration and ERP products; Input/ output design and usability; Quality assurance and development metrics; Application Architecture; Security and controls; System documentation.
Required Reading Whitten, J. and Bentley, L. and Dittman, K., 2000, Systems Analysis and Design and the Transition to Objects, 3rd edn, McGraw-Hill.
Class Contact Equivalent to 36 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) BCO5656 Information Systems Programming.
BCO5654 Development of Information Systems

Content The aims of the 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 controls 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, recordsets and access methods; program documentation. Required Reading: Zak, D., 1999, Programming with Visual Basic; 6.0, ITT, USA.


Class Contact Equivalent to 36 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 aims 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 controls 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, recordsets and access methods; program documentation. Required Reading: Zak, D., 1999, Programming with Visual Basic; 6.0, ITT, USA.


Class Contact Equivalent to 36 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.

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; the advantages of integrated systems, strategic applications of IT; use of Internet technologies in business.


Class Contact Equivalent to 36 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.

Recommended Reading Recent issues Information Age; IDG Communications; Communications of the ACM; Association for Computing Machinery; Computer, IEEE Computer Society.

Class Contact Equivalent to 36 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 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.

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 36 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 36 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.

### BCO6610 INTERNET TECHNOLOGIES IN BUSINESS

**Campus** City Flinders

**Prerequisite(s)** Nil

**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** Latest Available Text - Student to be advised.


**Class Contact** Equivalent to 36 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** Intranet in Business – use of intranets for business processes, 40%; Using the Internet for business communication, 20%; Personal networks and mobile computing, 20% and Business research of the Internet, 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.

### BCO6615 STRATEGIC USE OF ENTERPRISE RESOURCE PLANNING SYSTEMS

**Campus** City Flinders

**Prerequisite(s)** BCO6603 Enterprise Resource Planning Systems

**Content** This subject provides students with understanding of the strategic features of ERP systems and how these features can be utilised within an implementation. Topics include: Strategic use of ERP, CRM, Supply chain Management, Data Warehousing, Strategic Enterprise Management, Knowledge Management and Executive Information Systems.

**Required Reading** To be advised.


**Class Contact** Equivalent to 36 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** Short essay/Literature review, 10%, Workshop exercises, 10%, Academic Paper, 40% and Project Proposal, 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.

### BCO6616 BUILDING INTERNET COMMERCE SYSTEMS

**Campus** City Flinders

**Prerequisite(s)** Nil

**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 36 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.

BCO6641 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, tools versus concepts.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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.

BCO6642 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; reengineering; IT implementation; quality assurance and standards; Web site design; enterprise modelling; ECG strategy and the development cycle; new development technologies eg PDA’s, Mobile devices; new development techniques eg XML.
Required Reading To be advised by lecturer.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to 36 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(s), 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 impart knowledge and understanding 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.
Class Contact Equivalent to 36 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(s), 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 networking applications; local area networking; representative internetworked systems; internetworking within a WAN context; internetwork with bridges; routers; gateways; WAN protocols; designing and implementing an internetworked system; internetwork management; future trends.
Class Contact Equivalent to 36 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, 15%; Test, 40%; 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.
BCO6646 SYSTEMS SUPPORT PROGRAMMING

Campus City Flinders.

Prerequisite(s) Nil.

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 compilers, library functions and Internet tools.

Required Reading To be advised by lecturer.


Assessment 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.

BCO6653 MANAGEMENT OF INFORMATION 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 major topics are drawn from: a framework for the management of information technology, the strategic use of information technology, information technology planning, business continuity planning, disaster recovery planning, information technology architectures, change management and IT, investment in IT and risk management, network usage policies, organisation of IT, global aspects of IT management, eCommerce and IT management.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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.

BCO6654 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.


Class Contact Equivalent to 36 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.

BCO6656 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.

**Required Reading**

**Class Contact** Equivalent to 36 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.

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**BCO6657 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.

**Required Reading**
- Current Available Textbook - Student to be Advised.

**Class Contact** Equivalent to 36 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**
- Decision making and Decision Support Systems, 20%;
- Personal area networks and mobile computing, 20%;
- Executive support and Executive Information Systems, 20%;
- Class research paper presentation and summary paper, 30%;
- 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.

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**BCO6658 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 internets; 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**

**Class Contact** Equivalent to 36 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 presentation, 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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**BCO6659 DATABASE TRANSACTION SYSTEMS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to provide students with the knowledge and skills to develop online database applications in a client server environment. Topics include: Procedural SQL programming to be used in trigger creation; transaction management involving concurrency and recovery issues; building online transaction systems using forms and triggers.

**Required Reading**

**Class Contact** Equivalent to 36 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 Assignment, 70%; tests, 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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**BCO6670 ENTERPRISE NETWORK SYSTEMS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to give students a broad insight into the network technologies and their wider use within and outside a business environment. Topics include: Role of Enterprise Networking Systems (ENS) in contemporary business practice and technologies; role of the Internet for Business applications; principles of basic telecommunications necessary for ENS understanding; The Local area network (LAN) as a fundamental component of ENS; The Wide Area Network (WAN) as a fundamental component of ENS; inter-networking technologies used in ENS; advanced client-server models for ENS; web based technologies and standards; ENS management, ENS design.

**Required Reading**

**Class Contact** Equivalent to 36 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 and test, 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.
BCO6671 INFORMATION SYSTEMS RESEARCH AND WRITING

Campus City Flinders.
Prerequisite(s) Nil.
Content: This subject aims to give students an opportunity to develop a research design, perform critical analysis and present the result of an investigation in a formal manner. Specific topics include role of research in decision making, primary and secondary information sources, research methods and techniques, reviewing source material, research design, data collection and analysis techniques, methods of critical analysis, writing styles and presentation techniques. Students will be introduced to 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 methods 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, Derick, Merrill an imprint of Prentice-Hall.
Class Contact Equivalent to 36 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 proposal, 85%; 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.

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 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 study, quality assurance. Business Processes eg negotiation, procurement, tendering.
Required Reading Latest Available Textbook - Student to be advised.
Class Contact Equivalent to 36 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.

BCO6673 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 information systems. It will introduce students to the development of electronic business systems; constructing a usability test and interpreting the results; the place of usability testing in the development process. User-centered 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.
Class Contact Equivalent to 36 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.

BCO7700 THE THESIS (FULL-TIME)

BCO7701 THE THESIS (PART-TIME)

Campus City Flinders.
Prerequisite(s) All coursework subject requirements including BCO6652 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%. Subjects equal to 45 credit points.

BCO8000 DISSERTATION (THEESIS)(DBA)(FULL-TIME)

BCO8001 DISSERTATION (THEESIS)(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.

Requirements/Assessment: Requirements and assessment will be in accord with those stated in the University Regulations for Research Degrees.

**BCO8002 PHD RESEARCH (FULL-TIME)**

Campus: City Flinders.

Prerequisite(s): Nil.

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-aided tools to assist with problem solving and decision making.

Required Reading: To be advised by lecturer.


Class Contact: Equivalent to 36 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.

**BCO8003 PHD RESEARCH (PART-TIME)**

Campus: City Flinders.

Prerequisite(s): Nil.

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-aided tools to assist with problem solving and decision making.

Required Reading: To be advised by lecturer.


Class Contact: Equivalent to 36 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.

**BCO8612 ISSUES IN MANAGEMENT INFORMATION SYSTEMS RESEARCH**

Campus: City Flinders.

Prerequisite(s): BCO8610 Management Information Systems I, or equivalent.

Content: A review of information systems and identification of issues that warrant exploration and development. An overview of current and possible research topics and an investigation of relevant current issues in information systems.

Required Reading: To be advised by lecturer.

Recommended Reading: MIS Quarterly, Australian Computer Journal.

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 available.

**BCO9800 RESEARCH THESIS (FULL-TIME)**

Campus: City Flinders.

Co-requisite(s): BCO6652 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. BCO9800 equal to 60 credit points; BCO9801 equal to 30 credit points.

**BEO5185 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: Berman, B. and Evans, J.R., 1995, Retail Management: A Strategic Approach, MacMillan, New York; Lewison, D.,
BE05301 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; international dispute resolution; and the future agenda/negotiations under WTO.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 36 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 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 pacts 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.

Class Contact Equivalent to 36 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 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
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 and customer 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, e.g. 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.


Class Contact Equivalent to 36 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 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
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 negotiating objectives 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.
BEO 5407 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 36 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.

BEO 5500 PROBABILITY AND DATA ANALYSIS
Campus City Flinders.
Prerequisite(s) Nil
Content The aim of this subject is to develop students’ skill in the use of regression and time-series modelling. Topics to be covered include: introduction to regression analysis; bivariate regression analysis; multiple regression and time-series modelling. Topics to be covered include: introduction to regression analysis; bivariate regression analysis; multiple regression and time-series modelling. Topics to be covered include: introduction to regression analysis; bivariate regression analysis; multiple regression and time-series modelling.
Required Reading: To be advised by lecturer.
Class Contact Equivalent to 36 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, 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.

BEO 5501 SAMPLING AND INFERENTIAL STATISTICS
Campus City Flinders.
Prerequisite(s) BEO 5500 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; interval estimation; hypothesis testing; tests for normality; goodness of fit tests; tests of statistical independence; non-parametric statistics; statistical quality control and other sampling methods.
Required Reading: To be advised by lecturer.
Class Contact Equivalent to 36 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, 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.

BEO 5502 REGRESSION AND TIME SERIES MODELLING
Campus City Flinders.
Prerequisite(s) BEO 5501 Sampling and Inferential Statistics
Content The aim of this subject is to develop students’ skill in the use of regression and time-series modelling. Topics to be covered include: introduction to regression analysis; bivariate regression analysis; multiple regression analysis; time-series analysis. Students will learn to use regression and time-series models, and to apply these models to real-world problems. Topics to be covered include: introduction to regression analysis; bivariate regression analysis; multiple regression analysis; time-series analysis.
Class Contact Equivalent to 36 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, 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.

BEO 5510 THE INTERNATIONAL MUSIC AND ENTERTAINMENT ECONOMY
Campus City Flinders.
Prerequisite(s) Nil
Content This subject will investigate the economic structure of the international entertainment industry, with particular emphasis on the global music market. A review of the Australian music and entertainment industry is undertaken and its integration with the global entertainment economy. The subject examines global business structures, networks and financial arrangements, as well as market structure, concentration and ownership. It also investigates the major and independent global networks, mergers, acquisitions and strategic alliances.

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### BEO5512 INTERNATIONAL TRADE IN MUSIC AND ENTERTAINMENT PRODUCTS

**Campus** City Flinders  
**Prerequisite(s)** Nil  
**Content** This subject explores the economic significance of international trade in music and entertainment products, touring and merchandising. Topics include: developing an export strategy, manufacture and distribution of music product, exporting and importing music product, the balance of trade in music product, exporting via multinational and independent networks, international trade in music and entertainment products, touring and regulatory environments of key international music and entertainment territories including, North America, Europe and Asia.

**Required Reading:**  

**Assessment**  
- Assignments/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.

### BEO5513 DECISION MAKING FOR INTERNATIONAL MUSIC AND ENTERTAINMENT TERRITORIES

**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 or distributing music product.

**Required Reading:**  

**Assessment**  
- Assignments/Case Studies, 60%;  
- 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.

### BEO5601 ECONOMICS OF INTERNATIONAL TRADE

**Campus** City Flinders  
**Prerequisite(s)** Nil  
**Content** This subject provides an advanced understanding of theoretical and empirical methods of analysing international trade flows and the analysis of the political economy of world trade issues.

**Required Reading:**  

**Assessment**  
- Class test, 20%;  
- Assignment, 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.
Benefit and Cost Evaluation and Shadow Pricing: the Open Economy case.


**Recommended Reading** Samuelson, W.F. and Marks, S.G. (1999), Managerial Economics, Dryden Press, Fort Worth.


**Recommended Reading** BEO5538 ECONOMICS

**Campus** City Flinders, Singapore.

**Prerequisite(s)** Nil.

**Content** This subject examines the economic environment within which businesses operate and highlights those important economic factors which influence that environment. Topics include: markets and prices; optimal output; the firm; firms and competition; economics of business; macroeconomics for business; and macroeconomic policy.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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%; Final Exam, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BEO5338 BUSINESS STATISTICS**

**Campus** City Flinders, Singapore.

**Prerequisite(s)** Nil.

**Content** This subject provides students with statistical skills and techniques for the qualitative evaluation of data in business and economics applications. Topics include: presentation of data and numerical summaries; 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 and forecasting; and index numbers.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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 component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BEO5544 HUMAN RESOURCE ECONOMICS**

**Campus** City Flinders.

**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.


**Class Contact** Equivalent to 36 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.

**BEO5531 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.


**Class Contact** Equivalent to 36 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.
BEO5552 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 36 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.

BEO5553 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 how and why economic, political, legal and cultural factors affect business practices.

Required Reading: Butterworths, London.


Class Contact Equivalent to 36 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.

BEO5554 STATISTICAL DATA ANALYSIS FOR BUSINESS

Campus City Flinders
Prerequisite(s) BHO5583 Marketing Research.
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 36 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 Proposal, coding, processing, analysing 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.

BEO5555 ADVANCED DERIVATIVES AND FINANCIAL ENGINEERING

Campus City Flinders
Prerequisite(s) BEO5666 Financial Derivative Markets.
Content The subject aims to provide students with an understanding of ways in which risks are quantified and managed in a portfolio that includes derivatives. Topics included are: Introduction, Different Types of Risk, Greek Letters, Taylor Series Expansion; Value at Risk; Volatility Smiles; Credit Risk; Numerical Procedures: Binomial and Trinomial Trees, Monte-Carlo Simulation, Finite Difference Methods; Exotic Options and Interest Rate Derivatives.


Class Contact Equivalent to 36 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.

BEO5564 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 privatisation 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 36 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** Final examination 50%; Assignments 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE05602 ADVANCED MANAGERIAL ECONOMICS**

**Campus** City Flinders

**Prerequisite(s)** BE0601 Economic Analysis.

**Content** This subject introduces students to the hands-on practice and applications of production, cost and consumer demand relationships in the product pricing, sales, revenue, cost and profit decisions of a firm. It explores and evaluates the price and non-price strategic behaviour of modern firms in different market environments in a global economy. Introduces students to the applications of capital budgeting decision methods of NPV, IRR, certainty equivalent and risk-adjusted discount rate (RARD). Cost-Benefit Analysis, Shadow Pricing, Risk and Uncertainty, Distributional effects of Project Benefits and Costs: Reference Group Analysis, and Social Cost and Evaluation and Shadow Pricing: The Open Economy case.


**Class Contact** Equivalent to 36 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%; Final Exam, 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.

**BE05685 FINANCIAL INSTITUTIONS MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** BA0534 Business 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 36 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.

**BE05686 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** Shayer and Carver, 1993, Trading A sia-Pacific Financial Futures Markets; Allen & Unwin.

**Class Contact** Subject equal to 15 credit points.

**Assessment** 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.

**BE05566 INTRODUCTORY ECONOMETRICS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject explores the Single equation simple regression modelling, statistical concepts with illustration of business and economic models. Extension to multiple regression modelling with illustration of business and economic models. Special issues related estimation: Multicollinearity, Auto-correlation and Heteroskedasticity.
and Special issues related to model specification: Functional forms, Variable selection, Use lagged variable and Using dummy variables.


**Class Contact** Equivalent to 36 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** Final examination 50%, Assignments 50%. 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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**BEQ5567 INTERNATIONAL ECONOMICS**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** This subject provides an introduction to international economic concepts, theories and policies in order to explain: (i) bases, patterns and the structure of international trade, (ii) causes and consequences of international factor movements, (iii) international payment positions between nations, and (iv) the structure and changes in foreign exchange markets and exchange rates.


**Class Contact** Equivalent to 36 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 available.

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**BEQ6295 RETAIL BUYING AND MERCHANDISING**

**Campus** Hong Kong, Singapore, Kuala Lumpur

**Prerequisite(s)** BEQ5185 Retail Management Concepts

**Content** This subject provides students with an understanding of the role and scope of the retail buying function and the development and implementation of merchandising strategy for local and international retail organisations, including various retail formats. The subject also examines consumer behaviour and pricing decisions, inventory valuation and control, merchandise performance levels, and shopping atmosphere and retail communications.


**Class Contact** Equivalent to 36 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** Test, 10%; case study presentation, 10%; assignment, 20%; 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.

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**BEQ6400 RETAIL MANAGEMENT STRATEGIES**

**Campus** Werribee

**Prerequisite(s)** Nil.

**Content** This subject provides an analysis of the retail exchange process and the critical concepts and issues involved in retail management. Areas studied include the retail exchange process and retail competition; retailers in the marketing channels; product life cycles, packaging design and manufacture, and the interrelationship with consumer, industrial and retail strategies; the changing retail environment; and the design of retail marketing and financial strategies.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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 (1500 words), 40%; Assignment 2 (2500 words), 60%. 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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**BEQ6485 RETAIL TECHNOLOGY**

**Campus** Hong Kong, Singapore, Kuala Lumpur

**Prerequisite(s)** BEQ5185 Retail Management Concepts

**Content** This subject provides students with an understanding of the range of computerised information systems and technologies available to retailers, and their likely impact on strategic retail management. Areas studied include the relationship of retail information systems with the organisations’ management information system, electronic commerce, point of sale, scanning, electronic data interchange and quick response systems, space management systems, and supply chain management.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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 presentation, 20%; assignment, 20%; 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.

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**BEQ6486 RETAIL MANAGEMENT PROJECT**

**Campus** Hong Kong, Singapore, Kuala Lumpur

**Prerequisite(s)** BEQ5185 Retail Management Concepts

**Content** This subject provides students with the skills and techniques appropriate for undertaking a research project in the retail industry. The subject includes the identification and development of a retail management topic, data collection and analysis, formulation of conclusions and recommendations, and the presentation of the key implications for senior management.

**Required Reading** To be advised by lecturer.

**Class Contact** Equivalent to 36 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, 15%; project presentation, 25%; project report, 60%. 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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**BEO6500 ECONOMICS FOR MANAGEMENT**

**Campus** City Flinders, Kuala Lumpur; Singapore; China; Bangladesh.

**Prerequisite(s)** Nil.

**Content** This subject provides a clear and comprehensive account of how economics explains and analyses the functions of the firm in a modern industrial society. Topics include: the nature and scope of economics; demand, supply and the market mechanism; production, costs and profit analysis; market structure and regulation; macroeconomic policy and the economic role of government; national income and economic welfare; consumption, savings, investment and taxation; money, interest and credit; the balance of payments; international trade and exchange rate determination; and inflation and unemployment.


**Class Contact** Equivalent to 36 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 part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BEO6501 QUANTITATIVE ANALYSIS**

**Campus** City Flinders, Kuala Lumpur; Singapore, China; Bangladesh.

**Prerequisite(s)** Nil.

**Content** This subject develops practical skills in statistical and mathematical techniques commonly used in business decision making. The emphasis is on computer generation of solutions to business problems. Topics include: probability distributions and tests of hypothesis; regression analysis; forecasting; index numbers; linear programming; network modelling; and waiting lines and queuing theory.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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.

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**BEO6562 ECONOMICS OF PUBLIC ENTERPRISE**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** This subject familiarises students with 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.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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 part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

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**BEO6567 INTERNATIONAL BUSINESS ENVIRONMENT**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the concept of the environment of international business and the relationship between the environment and business operations. It shows how to conduct international business environment scanning to assist the formulation of international business strategy. Topics include: interaction between multinational corporations and the international business environment; changing patterns of international trade; direct foreign investment; economic integration; intervention in trade; newly emerging market economies; industry versus intra-industry or intra-firm trade; home and host multinational corporations and world trade flows; inter-government policies and multinational responses; international finance; and multinational marketing strategies.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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 examination, 50%. A satisfactory level of assessment for both components is required for a subject pass. Supplementary assessment will not be made available.
BE06601 ECONOMIC ANALYSIS
Campus City Flinders.
Prerequisite(s) BEO 6000 Business Economics or an equivalent.
Content The subject aims to develop an understanding of the fundamental theories behind economics and their applications to real-world economic situations. A subsidiary purpose of the course is to sharpen analytical skills so that students will be better able to recognize and solve decision problems in different contexts. The course, accordingly, is concerned with both theory and practice: the theory serves to sharpen analytical skills, and the practice will give experience in the application of the principles and techniques to real-world economic/business problems.
Required Reading Pindyck, R.S., & D. L. Rubinfeld (2001), Microeconomics (fifth Edition), Prentice Hall.
Class Contact Equivalent to 36 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 Term projects 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.

BE06602 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.
Class Contact Equivalent to 36 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/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.

BE06704 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 36 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, 20%; assignments, 20%; examination, 60%. Supplementary assessment will not be available.

BE07700 THESIS (FULL-TIME)
BE07701 THESIS (PART-TIME)
Campus City Flinders.
Prerequisite(s) BEO 7742 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 report 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.
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 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.
Class Contact Equivalent to 36 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 embarking on the thesis.

BE08000 DISSERTATION (THESIS)(DBA) (FULL-TIME)
BE08001 DISSERTATION (THESES)(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
BEO8600 QUANTITATIVE METHODS 1

Campus City Flinders.

Prerequisite(s) BEO6501 Quantitative Analysis (or equivalent).

Content This subject provides 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; queueing models; linear programming; integer and quadratic programming; and dynamic programming.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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 equal to 60 credit points.

Assessment Case studies and 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.

BEO8601 QUANTITATIVE METHODS 2

Campus City Flinders.

Prerequisite(s) BEO8600 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 diagnostics; conditional forecasts; limited dependent variable models; classical time series decomposition models; ARIMA; and multivariate analysis.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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 equal to 15 credit points.

Assessment Case studies and continuous assessment, 50%; take home examinations, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO8622 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 renaissance 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.

BEO8623 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 the 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.

BEO9824 BUSINESS ECONOMICS - MODELLING
Campus: City Flinders.
Prerequisite(s): BEO6500 Economics for Management (or equivalent); BEO8600 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; computational 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.

BE 09800 RESEARCH THESIS (FULL-TIME)
BE 09801 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.

BGP6533 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 36 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 awarded 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 accounting practices is examined including: 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 an 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 institutions. 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 predictive decision making.


Class Contact: 78 hours over on (1) calendar year.

Assessment: Minor project, class contribution, 50%, Working paper, 50%.
POSTGRADUATE SUBJECT DETAILS

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 their 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 bookkeeping. How projects 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 the interpretation will be computer generated.  
**Class 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  
**Prerequisite(s)** 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 operations of the market with consideration of the law of contract, property and torts.  
**Class Contact** 78 hours over one (1) calendar year  
**Assessment** Minor project, class contribution, 50%, working paper, 50%.

BGP7700 THE THESIS (FULL-TIME)

**BGP7701 THE THESIS (PART-TIME)**

**Campus** City Flinders.  
**Prerequisite(s)** BGP6513 Business Research Methods.  
**Content** The minor thesis provides students with the opportunity to apply practical business situations, the technical skills, competencies and insights developed through the MBA program. 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 the relevant theoretical and practical literature on the topic area. However, in addition to being methodologically sound, the thesis must be of material benefit to business professionals in a relevant or professional area. All students who enter the program will initially discuss possible research topics with a member of staff and with the course Director. The completed thesis should comprise a write-up of approximately 12,000 words of...
publishable quality. The 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 equal to 45 credit points.

**Assessment** Pass/fail based on progress reports and assessment of final report by two appointed examiners.

**BGP7702 MBA MAJOR PROJECT (FULL-TIME)**

**BGP7703 MBA MAJOR PROJECT (PART-TIME)**

- **Campus** City Flinders.
- **Prerequisite(s)** BGP6513 Business Research Methods.
- **Content** The major 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 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.
- **Prerequisite(s)** 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 minor project is equivalent to two 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 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)**

**BGP8001 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 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 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.

**BGP8002 PHD (RESEARCH)(FULL-TIME)**

**BGP8003 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 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 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 proposed or continuing 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 additional 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.
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. BGPG802 equal to 60 credit points; BGPG803 equal to 30 credit points.

Requirements/Assessment
In accord with those stated in the University Regulations for Research Degrees.

BGP8004 MASTER OF BUSINESS BY THESIS (FULL-TIME)

Campus City Flinders.

Prerequisite(s)
A person may be admitted to the degree of Master of Business by Thesis who is recommended for admission by the Faculty of Business and Law Research and Graduate Studies Committee and who has qualified for a first degree of the University (or such other degree as the Faculty may deem equivalent for this purpose) at 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.

BGP8005 MASTER OF BUSINESS BY THESIS (PART-TIME)

Campus City Flinders.

Prerequisite(s)
Normal BMO 5401 Special Event Management or equivalent.

Content
This subject aims to provide students with a grounding in marketing with a particular emphasis on the events sector. Topics covered in this subject include the marketing environment, the marketing mix, consumer behaviour, bidding for events, sponsorship, packaging, special effects, market planning, marketing research, and post-event evaluation.

Required Reading

Recommended Reading

Class Contact
Equivalent to 36 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
Events marketing assignment, 20%; student presentations, 20%; major assignment, 60%. Students are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BGP9800 RESEARCH THESIS (FULL-TIME)

BGP9801 RESEARCH THESIS (PART-TIME)

Campus City Flinders.

Co-requisite(s)
BGPG6513 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.

BHO5403 MARKETING FOR EVENTS

Campus City Flinders.

Prerequisite(s)
Normal BMO 5401 Special Event Management or equivalent.

Content
This subject aims to provide students with a grounding in marketing with a particular emphasis on the events sector. Topics covered in this subject include the marketing environment, the marketing mix, consumer behaviour, bidding for events, sponsorship, packaging, special effects, market planning, marketing research, and post-event evaluation.

Required Reading

Recommended Reading

Class Contact
Equivalent to 36 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 are expected to complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO5501 ELECTRONIC MARKETING

Campus City Flinders, Singapore
Prerequisite(s) BHO6505 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 To be advised by the lecturer.
Class Contact Equivalent to 36 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.

BHO5502 SERVICES AND RELATIONSHIP MARKETING

Campus City Flinders.
Prerequisite(s) BHO6505 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 marketing; tools for service marketers; relationship marketing in services; marketing plans for services.
Required Reading Lovelock, Christopher; Patterson, Paul & Walker, Rhet 1998, Services Marketing Australia and New Zealand, Prentice Hall, Australia.
Class Contact Equivalent to 36 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.

BHO5503 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 36 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.

BHO5504 BRAND AND PRODUCT MANAGEMENT

Campus City Flinders.
Prerequisite(s) BHO6505 Marketing Management.
Content The subject is aimed at introducing graduate students to aspects related to the design of marketing of products and services in the marketplace. It will provide students with skills necessary in developing and administering policies and strategies for both the company's existing and new products with a competitive edge. The topics covered in this subject, would include: a framework for product management structure and administering policies and strategies for both the company's existing and new products; the importance of an innovation policy; new product strategy, a productive new product development process; market appraisal for opportunity identification; the design process, a focus on importance of the consumer, product positioning, testing and improving new products to meet competition, product introduction and profit management; implementing the new product development process; the competitive need for customer and after-sale service as a competitive edge strategy in both domestic and foreign markets.
Required Reading To be advised by the lecturer.
Class Contact Equivalent to 36 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 on aspects and other written assessments, 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.

BHO5505 BUSINESS TO BUSINESS MARKETING

Campus City Flinders.
Prerequisite(s) BHO6605 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 36 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/ assignments/ research projects, 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.

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**BHO5506 ADVANCED WINE AND BEVERAGE MANAGEMENT**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content**

This aim of this subject is to develop the students’ knowledge of Australian wines and international beverage products and their commercial and culinary roles in hospitality enterprises. The content is as follows: Sensory evaluation and judging Australian wines; Generic and varietal wine styles; The major wine producing regions of Australia; Champagnes, spirits, beers, and liqueurs; Viticulture and viniculture; Contemporary wines and drinks list, costing and pricing, structure and content; Purchasing, storing, and service of beverages; Cost controls and reporting systems; Food and wine harmony; Wine promotions, merchandising and marketing for food and beverage managers.

**Required Reading**


**Recommended Reading**

A list of recommended readings and articles, and a variety of audio-visual materials has been compiled and will be provided by the lecturer.

**Class Contact**

Equivalent to 36 hours per semester normally to be delivered as a three-hour seminar/laboratory class with some mini lecturing components, or such delivery modes 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 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, 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; the philosophy of hospitality; the origins of modern hospitality; the structure and dynamic forces of the hospitality industry; consuming hospitality; the commodification of the hospitality industry.

**Required Reading**

O'Mahony, B. and Simonsen, R, Introduction to the Hospitality Industry: Readings and course materials, Victoria University

**Recommended Reading**


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**BHO 5521 FOOD AND BEVERAGE STUDIES I**

**Campus** Footscray Park.

**Prerequisite(s)**

BHO 5520 Introduction to Hospitality Industry.

**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 covered: 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.

**Required Reading**


**Recommended Reading**


**Class Contact**

Equivalent to 36 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.

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**BHO 5522 FOOD AND BEVERAGE STUDIES II**

**Campus** Footscray Park.

**Prerequisite(s)** BHO 5520 Introduction to Hospitality Industry.

**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**


**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 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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**BHO 5567 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**

**Class Contact**
Equivalent to 36 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 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 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 announced by subject lecturer.

**Class Contact**
Equivalent to 36 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. Non-programmable or non-programmable electronic calculators may be used in examinations.

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**BHO5572 LOGISTICS**

**Campus**
City Flinders

**Prerequisite(s)**
BHO6505 Marketing Management.

**Content**
The 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 appraising 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 and warehousing and distribution cost; influence of product mix, prices and promotional activities on designing and appraising wholesale and retail distribution systems; consideration will be given to trends and factors influencing the development and choice of distribution strategy; achieving interorganisational co-ordination in the distributive network; School 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 36 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.

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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 anthropology, 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, culture and business) are examined in School as they affect the consumer decision-making process. Analysis of how marketing programs, especially the communications mix, can be developed to reflect a commitment 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 multicultural component within the mainstream Australia.

**Required Reading**

**Recommended Reading**

**Class Contact**
Equivalent to 36 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 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**
To be advised by the lecturer.

**Class Contact**
Equivalent to 36 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**
Mini project and research paper 45%; presentation 15%. Journal review: paper 25%, presentation 15%. Supplementary assessment will not be available.
BH0583 MARKETING RESEARCH

Campus City Flinders.

Prerequisite(s) BH0505 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 1990’s; an overview of the marketing management 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-technology market in Australia related to its traditional trade partners; data collection procedures and qualitative research; experimentation in marketing and experimental designs; designing forms and scales for collecting data; designing the sample and collecting the data; examination of various research techniques; research errors and problems of confidentiality legislation affecting research investigation conducted in Australia; managerial pragmatism in market problem-solving and researchers’ conflict resolution.

Required Reading To be advised by lecturer.  

Class Contact Equivalent to 36 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.

BH0586 ACCOMMODATION STRUCTURE AND ORGANISATION

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject includes: the accommodation industry: overview; overview of the hotel front office; the 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; SOFT analysis; environmental analysis; strategic choice; implementing strategy; planning in turbulence.


Class Contact Equivalent to 36 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 Computer project, 20%; group project, 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.

BH0560 ADVANCED MANAGEMENT SYSTEMS FOR HOSPITALITY AND TOURISM

Campus City Flinders

Prerequisite(s) Students would normally be expected to have completed all subjects comprising the Graduate Diploma, before attempting this subject.

Content The focus of this subject is the strategic evaluation of the role of information system technology in the hospitality and tourism industries. The subject will address the role of computerised management operation and information systems in contributing to operational efficiency, management control and management decision making.

Required Reading Student handbook (Lecture notes, Readings and exercises).

Recommended Reading To be advised by the lecturer.

Class Contact Equivalent to 36 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 Project, 40%; computer project, 20%; group project, 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. Note Only non-programmable calculators maybe used in examinations.

BH0502 RESEARCH PROJECT (HOSPITALITY)

Campus City Flinders

Prerequisite(s) Nil.

Content 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 To be announced by subject lecturer.

Class Contact Equivalent to 36 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 must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BH0503 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 focus of this subject is on the most recent innovations relevant to the hospitality industry including technologically advanced catering systems for cook-chill operations, the application of the Hazard Analysis Critical Control Points System (HACCP) to foodservice operations for food safety programs, developments in quick-service restaurants and environmental management for hospitality operations. This subject seeks to introduce students to the application of new or innovative systems that lead to more efficient, safe and environmentally desirable hospitality operations.


Recommended Reading To be advised by the lecturer.

Class Contact Equivalent to 36 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.
BHO5604 RESEARCH PROJECT (TOURISM)

Campus City Flinders
Prerequisite(s) Students would normally be expected to have completed all the subjects comprising the Master degree, 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 (aviation, retail, conventions, planning, Consultancy etc). This subject enables students to deepen their understanding of their chosen sector; The research project will be carried out in groups of two or three students.
Class Contact Equivalent to 36 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.

BHO5605 INTERNATIONAL TOURISM MANAGEMENT

Campus City Flinders
Prerequisite(s) None
Content This 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 36 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.

BHO5606 HOSPITALITY AND TOURISM OPERATIONS DEVELOPMENT

Campus City Flinders
Prerequisite(s) None.
Content This subject aims to introduce students to the application of the concept of human resource management in the hospitality and tourism industry. The subject includes the application of multivariable 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).
Assessment Supplementary assessment will not be available.

BHO5607 CASINO AND GAMING OPERATIONS MANAGEMENT

Campus City Flinders.
Prerequisite(s) Nil.
Content This subject aims to develop the student’s analytical and problem solving skills in the management of Gaming Operations and evaluate the development of Casino and Gaming Complexes in Urban and Regional Development.
Class Contact Equivalent to 36 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 Supplementary assessment will not be available.

BHO5608 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 36 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 component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BHO5703 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 36 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.

**BHO5707 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 A ustralia; 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 36 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.

**BHO5718 CONTEMPORARY ISSUES IN HOSPITALITY AND TOURISM**

**Campus** City Flinders.

**Prerequisite(s)** Students would, normally, be expected to have completed all the subjects comprising the Graduate diploma, before attempting the subject.

**Content** This subject provides a comprehensive review of areas of managerial concern in hospitality and tourism. Indicative topics include: consumer engagement and tourism broadly; and between hospitality and events management; tourism management; indigenous tourism; special events 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.


**Class Contact** Equivalent to 36 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%. Supplementary assessment will not be available.

**BHO6505 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 36 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.

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**BHO6666 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 transnationals 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; organising 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 Basic, 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 36 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.

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**BHO7700 THESIS (FULL-TIME)**

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**BHO7701 THESIS (PART-TIME)**

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**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.

**Required Reading**

**Class Contact**
Equivalent to 36 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%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be made available.

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**BHO6717 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 Dealing 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 land - private rights and governmental management; protection of the atmosphere and aquatic environment - the international approach; environmental impact assessment and the development of new resources, parks and reserves, wildlife and national estate preservation and pollution control; tourism in association with environmental protection and enforcement; domestic and international litigation regarding travel and tourism claims and global environmental protection.

**Required Reading**
To be advised by lecturer.

**Class Contact**
Equivalent to 36 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.
BH O8000 DISSERTATION (THESIS)(DBA)(FULL TIME)

BH O8001 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 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.

BH O8002 PhD (RESEARCH) (FULL-TIME)

BH O8003 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 candidature proposal to the Faculty Research and Graduate Studies Committee who advise the Committee for Postgraduate Studies on 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 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 work 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.

BH O8612 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 36 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.

BH O8613 MARKETING MANAGEMENT 2

Campus City Flinders.
Prerequisite(s) Students must have completed a Postgraduate Marketing subject previously.

Content Students will read current literature in the marketing area with a view to developing an understanding of developing issues and their application to practice. The objective of the subject is to assist students in developing critical review and writing skills that can then be used when they write their DBA thesis.

Required Reading To be advised by lecturer.
Class Contact Normally to be delivered as lectures, workshops and presentations. Subject equal to 7.5 credit points.

Assessment Progressive assessment of 60% comprising presentations and individual assignments, and a final exam 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BH O9000 RESEARCH THESIS (FULL-TIME)

BH O9001 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 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 competently supervised 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.
Assessment In accord with those stated in the University Regulations for Research Degrees.

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.


Recommended Reading: Dadomoc, C. and Farran, S., 1993, The French Legal System, Sweet & Maxwell; Foster, M., 1995, German Law & Legal System, Blackstone; Hooker, M., 1989, The Laws of South-East Asia, Volume 2: European Laws in South-East Asia, Butterworths, Asia. Class Contact Equivalent to 36 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.

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, I. and Cosic, G., 1998, Effective Legal Research, Butterworths, (N ote: The publication of the second edition of this text is anticipated for 2000), Sydney, Australia.

Recommended Reading: Crosling, G. and Murphy, H., 3rd edn., 2000, How to Study Business Law, Butterworths, Sydney, Australia.


Class Contact: Equivalent to 36 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 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.

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 primarily focused on the legal systems of Greater China including PRC, Hong Kong and Taiwan.


Wang Chenguang and Zhang Xianchu (eds), Communications Policy in Australia, Butterworths, Sydney, Australia.

Class Contact: Equivalent to 36 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.

BLB5506 IMMIGRATION LAW AND PRACTICE

Campus: City Flinders.

Prerequisite(s): Nil.

Content: This subject will introduce students to the sources of immigration law. It will 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 administrative and judicial review of the 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 36 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.

BLB5506 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; reform 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. Carahine N. and Henderson A. (eds), Communications Policy in Australia, Butterworths, Sydney, Australia.

Class Contact: Equivalent to 36 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.
**BLB5307 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 36 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.

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**BLB5308 MASTERS READING COURSE**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The 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 seminar.

**Class Contact** Equivalent to 36 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.

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**BLB5309 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 contractarian 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 36 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.

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**BLB5510 ADVANCED CORPORATE LAW**

**Campus** City Flinders.

**Prerequisite(s)** BLB5530 Comparative 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:** Tomasic, R. and Whitford, K., 2nd edn., 1997, Australian Insolvency and Bankruptcy Law, Butterworths, Sydney, Australia.

**Recommended Reading:** To be advised.

**Class Contact** Equivalent to 36 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.

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**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 36 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%; 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.
BLB3512 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; sources of liability including negligence, defamation, confidentiality, and copyright in the digital environment; and jurisdictional questions.


Class Contact Equivalent to 36 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.

BLB3513 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.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to 36 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 on applying research methodology to legal issues and/or ethical issues in legal research, 25%; Applied legal research assignment (can be done in group or individual mode), 35%; Research proposal, 40%. Supplementary assessment will not be available.

BLB3520 DISSERTATION

Campus City Flinders.

Prerequisite(s) Please Enquire.

Content The dissertation will be undertaken in the following way. Students will select a research topic and negotiate the topic, research questions and research method in consultation with an appointed supervisor. A dissertation of 15,000 words is required for the standard degree, and 25,000 words for the Honours degree.

Required Reading To be advised.


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.

BLB3530 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 of 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.


Class Contact Equivalent to 36 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 assignment 1, 50%; Major 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.

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 practices. 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 (ARTS SERVICE SUBJECT)

Campus City Flinders.

Prerequisite(s) Nil.

Content Legislation and precedent, registration of births marriages and deaths, engagements (legal consequences), preparation for
marriage (provisions for premarital 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.


**Campus** City Flinders.

**Class Contact** Equivalent to 36 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.

**BLO5406 LAW FOR EVENTS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to examine events regulations/statutes, contracts and agreements, insurance and liabilities (local, national and international), workers awards, compensation, benefits, entitlements, workplace events and considerations, impact on local community, with an emphasis on the practitioner's perspective.

**Required Reading** To be advised by the lecturer


**Class Contact** Equivalent to 36 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, 40%; Major Assignment, 60%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLO5513 LAW OF EMPLOYMENT**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The aims of the subject are to assist students to become familiar with aspects of employment law relevant to human resource management and industrial relations, to provide students with an understanding of the skills necessary to deal with legal problems which may arise in the world of work. The subject includes contract of employment, termination of employment, health and safety, and equal opportunity law.

**Required Reading** To be advised by the lecturer

**Class Contact** Equivalent to 36 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 case studies, 50% each. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BLO5515 ENTERTAINMENT INDUSTRY LAW**

**Campus** City Flinders.

**Prerequisite(s)** BEO5510 The International Music and Entertainment Economy.

**Content** This subject will examine the key areas of entertainment law with a focus on the music industry. Areas of study include contracts, domestic and international practices, international copyright protection and trademarks, international conventions and government regulation, and contractual arrangements between music, film, broadcasting and other entertainment industry sectors. The subject also examines contract negotiation, key contract classes and their implications for royalty and other income, and copyright and law in a digital environment.


**Class Contact** Equivalent to 36 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%; 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.

**BLO5537 BUSINESS LAW**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject aims to provide students with a working knowledge and overview of the Australian legal system and to provide students with an appreciation of contract and tort law issues - students in their working life should be able to avoid problem situations, and be more aware of the need for reform in particular areas. The subject includes: an introduction to the law, an examination of the litigation process, onus of proof, the sources of law in Australia, precedent, the court system and tribunals in Victoria, criminal law and the law of tort as it relates to business; a study of the law of negligence with a particular emphasis on professional liability for negligent statements and advice; the definition and nature of a contract including examination of the rules of offer and acceptance, termination of offers, rules of consideration, revocation of offer and acceptance, intention to be legally bound, certainty and terms; a study of breach of contract an examination of the different remedies available under the law; the interaction of tort law with 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.


**Class Contact** Equivalent to 36 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** Midsemester test, 20%; essay, 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.
BLO538 COMPANY LAW
Campus City Flinders, Singapore.
Prerequisite(s) BLO537 Business Law.
Content To provide students with: a working knowledge and overview of company law; an appreciation of the company forms, the advantages and disadvantages attached to this business organisation; and to enable students to learn the techniques of finding the appropriate law when they wish to apply law to a company principle. The subject includes: historical background to Corporations Act, registration and its legal effects; types of companies and the process of incorporation; corporate constitution, fundraising and the protection of investors; corporate management; rights of minority shareholders; law of meetings; takeovers; share capital; loan capital; insolvency.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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, 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.

BLO539 AUSTRALIAN INCOME TAX LAW AND PRACTICE
Campus City Flinders, Singapore.
Prerequisite(s) BLO537 Business Law; BLO538 Company Law; BAO5543 Accounting Systems and Processes; BAO 5522 Managerial Accounting.
Content To give students a broad insight into the principles involved in the Australian Taxation System; to develop an understanding of the subject via an examination of relevant provision of statute, case law, and income tax rulings; to investigate particular topics in sufficient detail to enable the graduate student to appreciate the complexities of taxation legislation and practice that often requires ‘specialist’ analysis. The subject includes: constitutional background, concept of income, introduction to the fringe benefits; capital gains tax; deductions; trading stock; taxation of individuals; trusts; partnerships; companies.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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%; 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.

BLO540 LAW FOR THE HOSPITALITY INDUSTRY
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject includes: an introduction to the law; an examination of the litigation process and resolution of disputes; the sources of law, precedent and the court system; the law of contract; the law of employment and discrimination; insurance law; innkeepers liability; trade practices and consumer protection; the tort of negligence; liquor licensing including types of licences, licensee's duties and obligations; gaming law and food law.
Required Reading Atherton, T.C. and Atherton, T.A., 1998, Tourism, Travel and Hospitality Law, LBC.
Class Contact Equivalent to 36 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, 10%; research paper, 30%; 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.

BLO555 INDUSTRIAL LAW
Campus City Flinders
Prerequisite(s) Nil.
Content This subject aims to familiarise students with the legal foundations and operations of the federal industrial relations systems. This subject considers the role of the constitution, enforcement, federal tribunals, the laws relating to trade union structure and security, and the right to strike.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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 Test, 60%; class papers, 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.

BLO5601 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, understand and interpret the provisions of the Migration Act and Regulations, case law and policy, and have the capacity to solve and analyse migration problems.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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 Final Examination 100%. Supplementary assessment will not be available.

BLO5602 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 36 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.

BLO5603 ADMINISTRATIVE LAW AND PRACTICE
Campus City Flinders
Prerequisite(s) Nil.
Content This subject aims to provide students with the ability to develop knowledge and skills in the area of Administrative Law in
migation context. Topics include consideration of the institutional framework of modern governments in Australia and the various ideological perspectives on the nature and role of government; 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 36 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.

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**BLO5604 REFUGEE LAW AND PRACTICE**

**Campus** City Flinders.

**Prerequisite(s)** BLO5601 Australian Immigration Law.

**Content** The subject aims to provide students 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; Judicial Interpretation.

**Required Reading:** To be advised.


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**BLO5737 INTERNATIONAL TAXATION**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to provide participants with an 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: Overview: 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 36 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.

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**BLO5738 FINANCIAL INSTITUTIONS LAW**

**Campus** City Flinders

**Prerequisite(s)** Nil.

**Content** The subject examines the following areas: The Australian Financial System: a review of the regulation of banks and NBFI; the Reserve Bank and its functions; the regulation and deregulation of the Australian finance industry. The relationship between Financial Institutions and Customers: an examination of the legal character of the relationship; the duties of the customer and of the financial institution; the duty of secrecy and the impact of the Commonwealth Privacy Act and of the Financial Transactions Reports Act on the duty of secrecy; the role of the Code of Banking Practice; the impact of the Trade Practices Act on the dealings of financial institutions with customers and third parties. Consumer Credit regulation under the Consumer Credit Code. Lending and Security: - a review of bankers' lending criteria and the types and legal characteristics of securities accepted by them - in particular the personal guarantee, mortgage and debenture fixed and floating charges, the enforcement of debts through insolvency or winding-up proceedings, and the enforcement of securities. Payment methods: - this topic covers negotiable instruments (including cheques); consumer and commercial electronic funds transfer and regulation under the EFT Code of Conduct. Law Reform Issues.

**Required Reading** To be advised by lecturer.


**Class Contact** Equivalent to 36 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.

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**BLO6502 LAW FOR MANAGEMENT**

**Campus** City Flinders, Kula Lumpur, Singapore, China, Bangladesh.

**Prerequisite(s)** Nil.

**Content** An introduction to law, including historical origins of our legal system, the sources of law, the doctrine of precedent and the court hierarchy; the adversary system. Also examination of types of precedent, history of tort of negligence and the rules of statutory interpretation and the identification of the essential elements in the formation of a contract. Examination of the elements of contract including the distinction between a condition, a warranty and an innominate term. Examination of Misrepresentation, Dusess, Undue influence, Unconscionability. Consideration of the concept of a tort and the difference between the types of tort. Different types of business structures; sole traders, partnerships, joint ventures, incorporated and unincorporated associations and company law; a survey of the legal rules regulating administrative action.

**Required Reading** Latimer, P., Austrailan Business Law (latest edn), CCH.

**Class Contact** Equivalent to 36 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%; class participation, 10%; 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.

BLO0000 DISSERTATION (THESIS)(DBA)(FULL TIME)

BLO0001 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 Full-time, two years; part-time, four years. Subject equal to 60 credit points.

Requirements/Assessment Requirements and assessment will be in accordance with those stated in University Regulations for Research Degrees.

BLO0002 PHD (RESEARCH)(FULL-TIME)

BLO0003 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 she or 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 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 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.

Requirements/Assessment Requirements and assessment will be in accordance with those stated in Research Degrees: Administrative Procedures March 1995.

BLO0211 SPORT, LAW & THE ATHLETE (FOR HUMAN DEVELOPMENT STUDENTS ONLY)

Campus Sunbury.

Prerequisite(s) BLO1105 Business Law

Content This subject will commence with a brief 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 every day sports administration, 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, challenging 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, 30%; Class presentation, 10%; Examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO0931 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 significant supporting events in Australia and overseas 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%; Exam, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO9000 RESEARCH THESIS (FULL-TIME)
BLO9001 RESEARCH THESIS (PART-TIME)
Campus: City Flinders.
Co-requisite(s): 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.

BMO5401 SPECIAL EVENT MANAGEMENT
Campus: City Flinders.
Prerequisite(s): Nil.
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, educational 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 negotiation 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: Special Event Management Workbook (normally available from the Bookshop).

Class Contact: Equivalent to 36 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/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.

BMO5520 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 36 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 complete each component of the assessment satisfactorily to gain a pass in the subject. Supplementary assessment will not be available.
BMO5522 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 36 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.

BMO5531 IR/HRM POLICY AND PRACTICE
Campus City Flinders
Prerequisite(s) Nil.
Content The aims of the subject are to: identify key issues and problems of contemporary importance in the field of human resources; analyse the issues and problems identified; seek and evaluate solutions to those problems. Topics include: work resources; analyse the issues and problems identified; seek and evaluate solutions to those problems of contemporary importance in the field of human resources; analyse the issues and problems identified; seek and evaluate solutions to those problems of contemporary importance in the field of human resources.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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%; essay, 25%; report, 25%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5533 ORGANISATION CONSULTING AND COUNSELLING
Campus City Flinders
Prerequisite(s) Nil.
Content The aims of this subject are to give students an understanding of how effective interpersonal relationships improve organisational effectiveness, and to give students an understanding of the theory and practice of interviewing, especially their types, purposes and aims. This subject includes the following topics: effective organisations, their interpersonal climate and the role of the training and development manager in internal organisational image building; interviewing as a way of bringing about micro-level organisational change; consulting and counselling as specific forms of interviewing; interview types, purposes and aims; advanced conflict and negotiation skills; the supportive counselling role of the training and development manager; the role of the consultant within different organisational cultures, and confidentiality and ethics.
Class Contact Equivalent to 36 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.

BMO 5535 INTERNATIONAL EMPLOYEE RELATIONS
Campus City Flinders
Prerequisite(s) Nil.
Content The subject is designed to develop an understanding of factors influencing 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 multinationals corporations on foreign employment practices; cultural considerations and managing cultural diversity; managing expatriate relations; the internationalisation of human resource management.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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%; class 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.

BMO 5537 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 36 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.

BMO554 IN DUSTRIAL 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 36 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 context 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, group and organisational level.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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.

BMO5548 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 36 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.

BMO5549 EMPLOYEE RELATIONS STRATEGIES

Campus City Flinders
Prerequisite(s) Nil.

Content The subject aim is to explore the significance of employee relations and human resource factors in business strategy and planning. Topics include the concept of strategy, the factors that are important in the development of strategies by management and unions, the relationship of business strategy and employee relations strategy, management style and employee relations, differences in employee relations strategies in small and large companies and the public and private sector and specific proposals for employee relations management in payment and reward systems, employee participation and educational training. Evaluation of employee relations strategies and their ability to achieve their objectives.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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, 35%; case study report, 30%; research paper, 35%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5550 CONTEMPORARY EMPLOYMENT SYSTEMS

Campus City Flinders
Prerequisite(s) Nil.

Content The subject aims to provide an understanding of the nature of contemporary employment systems in industrialised countries; develop an understanding of the ways in which the redefinition of the firm in the knowledge economy is affecting employment relationships; explore the major changes occurring in employment systems, and develop an understanding of the implications of these changes for the management of employees. The following topics include: contrasting major differences in employment systems in OECD countries and differing policy responses; situating Australian employment systems within the broader framework of OECD countries; understanding major forces for change in employment systems; growth of the knowledge economy and redefinition of the firm; skill formation in the knowledge economy; development and implications of precarious employment; developments and implications of the growth in
outsourcing and self-employment; trends in organisational and job insecurity; impact of differing levels of collectivism; managing a diverse workforce; development and impact of growing wage inequalities; policy and practice implications of these changes.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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%; Research Paper, 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.

BMO 5551 REMUNERATION AND PERFORMANCE MANAGEMENT

Campus City Flinders.

Prerequisite(s) BMO 5564 Human Resource Management or equivalent.

Content The subject aims are to provide students with knowledge of key trends and issues in remuneration and performance management; to explore the strategic importance of rewards in managing human resources and in ensuring organisational effectiveness, and to develop skills in planning, communicating and implementing organisation-wide remuneration systems. The subject will include the following topics: the strategic importance of organisational remuneration planning; establishing core principles of an organisation’s pay system; designing and managing pay systems; rewards, performance and productivity; rewarding employees for organisational performance; determining base pay; creative remuneration packaging; remuneration for international staff; strategic pay systems and public policy.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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 Learning review report, 25%; group presentation, 25%; remuneration plan, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 5565 HUMAN RESOURCE INFORMATION SYSTEMS

Campus City Flinders.

Prerequisite(s) BMO 5520 Organisation Analysis and Behaviour

Content This subject aims to investigate factors associated with the analysis, design and implementation of Human Resource Information Systems (HRIS). The subject covers issues in needs 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’s for strategic purposes.

Required Reading To be advised.


Class Contact Equivalent to 36 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.

BMO 5566 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil

Content The subject aims to provide an understanding of factors contributing to occupational health and safety outcomes; provide an understanding of principles underpinning contemporary regulation of occupational health and safety; explore contemporary approaches to the management of occupational health and safety; and develop an understanding of contemporary approaches to the management of worker rehabilitation programs. The topics include: Interdisciplinary perspectives on occupational health and safety; explaining occupational injury and disease; the regulation of OHS contemporary workplace issues and OHS, including precarious employment, working hours, occupational stress and repetitive strain injury; worker consultation for OHS; identifying, monitoring and assessing occupational hazards; OHS management systems: effectiveness and constraints; role of senior management commitment in effective OHS management; OHS rehabilitation systems: effectiveness and constraints.
Required Reading To be advised by lecturer.

Class Contact Equivalent to 36 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.

BMO5567 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.

Assessment-class presentation, 30%; tutorial paper, 30%; research essay, 40%; individual assignment (2500 words), 45%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5568 TEAMWORKING
Campus City Flinders.
Prerequisite(s) Nil.
Content Students completing this subject will develop skills, knowledge and competence in the implementation, management and leadership of teams. The topics include: the history of teamworking, individual team skills and models; typical team applications; creating enabling environments for teams; deciding when teams are, or are not, appropriate; team performance measures and rewards for teams; dysfunctional impacts of teams and teams as surveillance mechanisms; teams as part of high performance work systems; teams in cross cultural contexts and global organisations; interorganisational and virtual teams.

Recommended Reading Belbin, M. 1996, Team Roles at Work, Butterworth Heineman, Oxford.
Class Contact Equivalent to 36 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.

BMO5572 STRATEGIC HUMAN RESOURCE MANAGEMENT
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject critically examines the extent to which the management of employees in an organisation can be integrated into the process of strategic management. Alternative models of the development and implementation of business strategy are assessed and the different possible levels of integration of human resource management with stages of the strategic process are explored. The changing external environment of globalisation of competition and resultant restructuring of industries, labour markets and organisations is analysed in order that the factors influencing managerial choice with regard to the different strategies available for the management of employees can be understood. The impact of internal factors, such as existing work organisation, skill formation, reward systems, organisational culture and structure, on the development of more strategically focussed management of employees are examined. Current Australian concepts of Best Practice with regard to organisation change and the role of human resources are considered. The importance of the role of strategic human resources approaches in the development of a learning organisation is analysed. Finally the role of international human resource is examined.

Assessment To be advised by lecturer.

BMO5573 CHANGE EVALUATION FOR BUSINESS EXCELLENCE
Campus City Flinders.
Prerequisite(s) BMO5520 Organisation Analysis and Behaviour.
Content It 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. This subject introduces students to the concept of Business Excellence and related lecture practices. It allows students to identify and increase HRM’s ability to add value to businesses.

Required Reading To be advised by lecturer.

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.
BMO5574 SUPPLY CHAIN AND LOGISTICS MANAGEMENT

**Campus** City Flinders  
**Prerequisite(s)** Nil.  
**Content** The aim of this subject is to study the concept of supply chain management in the context of movement and storage of components and goods, in the spheres of materials management, physical distribution and transport, and its practical business application. Supply chain as a system for creating flows of materials from point of supply to point of production and flow of goods from suppliers to customers. The concept of supply chain as integration of the major operational activities in this system to achieve customer requirements. The existence and major industrial variants of the physical distribution functions of order processing, inventory control, packaging, distribution centres, transport and customer service. The materials management functions of purchasing, transport, materials planning and handling, production planning and manufacturing support. The definition and measurement of customer services from manufacture via distribution channels, in the light of strategic business aims; and the influence of human and information resources on logistic channels.  
**Class Contact** Equivalent to 36 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 Report, 30%; Seminar, 10%; Major Logistic Project, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO5575 PLANNING AND CONTROL THROUGH ERP SYSTEMS

**Campus** City Flinders  
**Prerequisite(s)** Nil.  
**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 system. 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) is also introduced.  
**Class Contact** Equivalent to 36 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.

BMO5576 OPERATIONS AND LOGISTICS STRATEGY

**Campus** City Flinders  
**Prerequisite(s)** No formal pre-requisite, but students must have completed a subject in the Operations and Supply Chain Management specialisation or have equivalent knowledge.  
**Content** This subject examines the requirement for the Operations and Logistics (O&L) Functions of manufacturing and service businesses to develop their functional strategies within the organisation’s Business Strategy. Students also study the formulation of strategy for all the enterprises in a Supply Chain to serve customers effectively whilst using resources sparingly. The content, process and implementation of O & L strategy is researched and applied to practical enterprise situations. Key components are order winning criteria, product and service profiling and use of a ‘game plan’ process to craft strategies across the required policy areas. Policy areas include operations areas, supply chain components, information systems, people and technology to achieve customer needs.  
**Class Contact** Equivalent to 36 hours per semester delivered as one three-hour seminar per week for one semester or in block mode; plus student consultation. Subject is equal to 15 credit points.  
**Assessment** Internal assignments, 40%; Operations Or Logistics strategy report, 60%. 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; critically assess 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: Radial/competitive innovation, key sources of radical/competitive innovation; major tools and frameworks used in industry, within Australia and internationally, to identify opportunities for radial/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.  
**Class Contact** Equivalent to 36 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.
BMO5589 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 principles, conflict resolution, industrial awards, legal aspects of employment and contemporary industrial relations issues.

Required Reading To be advised by lecturer.

Class Contact Equivalent to 36 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.

BMO5590 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 principles, conflict resolution, industrial awards, legal aspects of employment and contemporary industrial relations issues.


Class Contact Equivalent to 36 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.

BMO5590 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 agencies, by consultants and international firms and organisations. Familiarity with the issues emerging in this literature will be valuable to MBAs 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 and Asian management – Confucian, Buddhist, Islamic and other cultural influences; public and private sector relations.

Required Reading Corbett, D.C. Managing in Australia’s Regions, draft VUT.

Class Contact Equivalent to 36 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 complete each component of the assessment satisfactorily to pass. Supplementary assessment will not be available.

BMO5600 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 toward 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.


Class Contact Equivalent to 36 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.

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.


Recommended Reading Hill, T. 2000, Operations Management: Strategic Context and Managerial Analysis, Macmillan, Basingstoke, UK.

Class Contact Equivalent to 36 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%; Seminar 20%; Research Assignment, 60%.
Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 5650 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.

Recommended Reading


Class Contact Equivalent to 36 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.

BMO 5654 MANAGEMENT OF ADMINISTRATIVE STAFF
Campus City Flinders
Prerequisite(s) Nil
Content This subject aims to develop knowledge, personal skills and competencies with respect to the effective and efficient management of administrative staff; develop knowledge and understanding of confidentiality, privacy, security and legal issues associated with professional ethics in administrative management; explore through case studies contemporary theories of managing administrative staff. The topics covered will include: the recruitment, training, development, and performance management of administrative staff; managing the productivity of administrative staff, and methods of increasing productivity; the role of professional ethics in administrative management; future challenges for administrative managers with reference to workplace reforms, changing roles and work relationships, gender roles in management, leadership issues, and technological change.

Recommended Reading
To be advised by lecturer.

Required Reading

Class Contact Equivalent to 36 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 made available.

BMO 5705 HOSPITALITY AND TOURISM ORGANISATIONAL ANALYSIS
Campus City Flinders
Prerequisite(s) Nil
Content This subject aims to develop understanding of organisations and organisation behaviour with particular attention to the Hospitality and Tourism Industry. It investigates the application of both traditional organisation and management theories to these service industries. In so doing, the subject uses four frames of reference: the Structural Frame examines structures and strategies within the Hospitality and Tourism Industry; the Human Resources Frame includes issues such as motivation, job satisfaction and group dynamics within a service industry; the Political Frame examines the concepts of power, both internal and external to the organisation; the Symbolic Frame includes discussion of organisational culture with particular attention to developing a service culture. New and traditional concepts of leadership within large Hospitality and tourism organisations are examined, together with an investigation of entrepreneurship within small Hospitality and Tourism businesses.

Recommended Reading

Recommended Reading
Allee, V. 1997, The Knowledge Economy, Expanding Organizational Intelligence, Butterworth-Heinemann, Boston.

Class Contact Equivalent to 36 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.

FACULTY OF BUSINESS AND LAW
BM06506 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 the lecturer.
Class Contact: Equivalent to 36 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: 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.

BM06507 EMPLOYEE RELATIONS STRATEGIES

Campus: City Flinders, Kuala Lumpur, Singapore, China, Bangladesh.
Prerequisite(s): Nil.
Content: The aim of this subject is to explore the significance of employee relations and human resource factors in business strategy and planning. Topics include the wider environment and patterns of employee relations in Western and Asian countries, the impact of new production systems on employee relations, the integration of business strategy and employee relations, business strategy and management in payment and reward systems, differing corporate strategies to the development of employee skills and participation, the role of employee relations strategies in the process of organisational change, the development of enterprise bargaining 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 36 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.

BM06508 OPERATIONS MANAGEMENT

Campus: City Flinders, Kuala Lumpur, Singapore, China, Bangladesh.
Prerequisite(s): Nil.
Content: This 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 36 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.
BMO6511 STRATEGIC MANAGEMENT AND BUSINESS POLICY
Campus City Flinders, Kula Lumpur; Singapore, China, Bangladesh.
Prerequisite(s) Nil.
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, and apply various models and techniques for generating strategic alternatives, implementing strategies, and their evaluation to develop a strategic plan for an organisation.
Required Reading To be advised by lecturer.
Class Contact Equivalent to 36 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%. 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 36 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%; Assignments, 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.

BMO6532 INTERNATIONAL MANAGEMENT
Campus City Flinders.
Prerequisite(s) BMO6506 Work and Organisation Systems.
Content The aim of this subject is to develop an understanding of International Business from a management perspective. Specifically 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 concerns to multinational and global corporations. Topics to be covered include: The international business environment; managing resources in the international context; managing international business operations.
Required Reading To be advised by the lecturer.

Class Contact Equivalent to 36 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 successfully complete each component of the assessment. Supplementary assessment will not be available.

BMO6622 MANAGING INNOVATION AND ENTREPRENEURSHIP
Campus City Flinders, Kula Lumpur; Singapore, China, Bangladesh.
Prerequisite(s) BMO5520 Organisation Analysis and Behaviour or 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 to appraise 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 entrepreneurial mind, the new venture team; identifying and marshalling key stakeholders; financial considerations: the innovator and entrepreneurial approach to the acquisition of resources; the plan, valuing, negotiating and structuring the proposal; ownership and structure; and innovators in action.
Required Reading To be advised by the lecturer.
Class Contact Equivalent to 36 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 to develop a strategic plan for an organisation.
Required Reading To be advised by the lecturer.
Class Contact Equivalent to 36 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.
Skill-Building Approach required for conducting research. Topics include reviewing research in a business context; and to develop competencies processes and principles used in planning, conducting, reporting and design, data collection, measurement and analysis; focus groups and Ticehurst, G.W. and Veal, A.J., 1999, Research Design for Business and Management, McGraw-Hill, Sydney.

Class Contact Equivalent to 36 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


Class Contact Equivalent to 36 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 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.
FACULTY OF BUSINESS AND LAW

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 she he 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 Head, School of Management Studies; or qualified for entry into the University's master 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 the effect. The proposal or continuing 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 additional 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. Student 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.

Required Reading Assessment Nil.

Recommended Reading To be advised by lecturer.

BMO8608 BEHAVIOURAL SCIENCE 2

Campus City Flinders
Prerequisite(s) BMO8607 Behavioural Science 1 (or equivalent).

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%.

BMO9800 RESEARCH THESIS (FULL-TIME)
BMO9801 RESEARCH THESIS (PART-TIME)

Campus City Flinders

Co-requisite(s) BMO6630 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.

Required Reading To be advised by lecturer.

Recommended Reading To be advised by lecturer.

BMO6607 BEHAVIOURAL SCIENCE 1

Campus City Flinders

Prerequisite(s) Nil.

Content An overview of general management theories such as organisational structure, effectiveness and managerial competencies; systems approaches to the study of organizations. Organisational culture and fostering change towards a learning and knowledge organization.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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%.

BMO6008 BEHAVIOURAL SCIENCE 2

Campus City Flinders

Prerequisite(s) BMO8607 Behavioural Science 1 (or equivalent).

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%.

BMO9800 RESEARCH THESIS (FULL-TIME)
BMO9801 RESEARCH THESIS (PART-TIME)

Campus City Flinders

Co-requisite(s) BMO6630 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.

Required Reading To be advised by lecturer.

Recommended Reading To be advised by lecturer.

BMO6607 BEHAVIOURAL SCIENCE 1

Campus City Flinders

Prerequisite(s) Nil.

Content An overview of general management theories such as organisational structure, effectiveness and managerial competencies; systems approaches to the study of organizations. Organisational culture and fostering change towards a learning and knowledge organization.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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%.

BMO6008 BEHAVIOURAL SCIENCE 2

Campus City Flinders

Prerequisite(s) BMO8607 Behavioural Science 1 (or equivalent).

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%.

BMO9800 RESEARCH THESIS (FULL-TIME)
BMO9801 RESEARCH THESIS (PART-TIME)

Campus City Flinders

Co-requisite(s) BMO6630 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.

Required Reading To be advised by lecturer.

Recommended Reading To be advised by lecturer.

BMO6607 BEHAVIOURAL SCIENCE 1

Campus City Flinders

Prerequisite(s) Nil.

Content An overview of general management theories such as organisational structure, effectiveness and managerial competencies; systems approaches to the study of organizations. Organisational culture and fostering change towards a learning and knowledge organization.

Required Reading To be advised by lecturer.


Class Contact Equivalent to 36 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%.
professional and technical skills to practice as a Notary.

**Required Reading**: To be advised by lecturer.

**Recommended Reading**: To be advised by lecturer.

**Class Contact**: The programme is designed to provide a flexible learning system, primarily through distance learning. A Subject Guide will be provided, which sets out a series of self-assessment questions with reference to prescribed and recommended texts. Students will be able to work at their own pace through the module with the assistance of the Subject Guide and submit assignments as they are completed. Tutorial support will be provided via telephone or email and detailed feedback provided on completed assignments. In addition, this subject will include a compulsory practical training weekend course taught by practising Notaries which will enable students to gain hands-on experience in drafting Notarial documents. Work undertaken during the weekend must reach an adequate standard for the Graduate Diploma to be awarded.

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**ZZC5003 COMPARATIVE LAW**

**Campus**: The Sir Zelman Cowen Centre for Continuing Legal Education, Flinders Street Campus.

**Prerequisite(s)**: Students must be engaged in practice as a Notary or be seeking an appointment as a Public Notary in Victoria or in another jurisdiction.

**Content**: This subject aims to gain overview of the world's legal systems that will assist Public practitioners in countries in the Asia-Pacific Region, especially those with culturally diverse domestic populations maintaining connections to homelands, concentrating on the role of the Notary in civil law transactions such as the formation of contracts, the assignment of property and other transactions requiring notarial completion.

**Required Reading**: To be advised by lecturer.

**Recommended Reading**: To be advised by lecturer.

**Class Contact**: The programme is designed to provide a flexible learning system primarily through distance learning. A Subject Guide will be provided, which sets out a series of self-assessment questions with reference to prescribed and recommended texts. Students will be able to work at their own pace through the module with the assistance of the Subject Guide and submit assignments as they are completed. Tutorial support will be provided via telephone or email and detailed feedback provided on completed assignments.
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 credentialed 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-credentialed 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 Recognition of Prior Learning or credits for subjects within that course.

Victoria University has established the following processes to facilitate the recognition of learning achieved outside the University: Pathways, Credit Transfer Process, and Recognition of Prior Learning.

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.
**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.

**Recognition of Prior Learning (RPL)**

Recognition of Prior Learning (RPL) is an assessment process whereby the learning that students have achieved through study and life/work experience is matched against the learning that 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. Departments will provide information about the evidence that is required for the RPL application.

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**

An Assessment Fee may be charged where an external board/ party is involved in the RPL assessment process. A fee will apply to fee for service clients. TAFE applicants will be notified of any applicable fees when they collect their application form.

**Notification**

Applicants will receive in writing the results of their application for credit 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 and TAFE courses in Business.

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;
- 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, Aboriginals 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.

Course Pathways

Victoria University offers a broad range of courses from bridging and preparatory programs to PhDs. It is committed to establishing multiple entry and exit points enabling students to start in a program that best meets their needs and exit with the qualification that will assist them to realise their vocational and educational aspirations.

Victoria University has created hundreds of formally approved (or standardised) course pathways. Course pathways allow you to proceed from one course to another. In some cases course pathways may offer the student guaranteed entry or credit toward their preferred exit qualification. If there is no relevant standardised pathway a customised pathway can be developed for applicants through the use of a student compact. 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.

Alternative Entry at Victoria University

The University offers alternative entry programs that will provide for selection on criteria other than the ENTER. The Portfolio Partnership Program will be available in 2003.

Portfolio Partnerships Program

Victoria University is committed to strengthening partnerships with schools and communities in its local region. The Portfolio Partnership Program is an alternative entry scheme available to students in participating secondary schools in the Western Metropolitan, Sunbury and Macedon regions and mature age applicants who live in this region. Selected courses are included in the program and provide opportunities for students with strong vocational commitment and the potential to succeed at university in their selected course to submit a portfolio of evidence. This gives the applicant an opportunity to provide additional information related to their goals and achievements, previous studies, work experience, skills, personal qualities as well as examples of work and other evidence that indicates a commitment to the proposed area of study.

To enquire about the Portfolio Partnerships Program contact the Centre for Commencing Students on (03) 9688 4110 or by email at ccs@vu.edu.au or visit the web site at www.vu.edu.au/ccs.

Student Compact

Existing students of the University may request to have a Student Compact which will identify their learning pathway from their existing course of study to other courses to which they aspire. 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 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.
Admission Requirements

Undergraduate Requirements

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) 9365 2193 or via email on disability@vu.edu.au

**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 9365 2113.

**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.

**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 to a course 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 or the Head of the appropriate School. 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.

A person who has been granted deferred entry has a right to enrol in their course for the semester following the period of their approved deferment, providing they attend a scheduled enrolment session.

**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
- 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 master; 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, undergraduate and postgraduate course information. Information sessions are conducted in the evenings and on weekends for prospective students that provide information and advice about returning to study or career options, application procedures, alternative entry schemes and an overview of the University environment.

A resource area 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 groups by contacting the Community Partnerships Officer 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) 9688 4110, fax: (03) 9688 4813 or email: css@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, email 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:

**Student Administration at Offshore locations**

The Centre for Graduating Students and Education Abroad provides the student administration services for all offshore programs for both sectors. The University has partnerships with several organizations to enable programs to be delivered in offshore teaching sites such as Bangladesh, China, Hong Kong, Korea, Malaysia, New Zealand, Singapore, Thailand, and Vietnam.

**Centre for Graduating Students and Education Abroad**

**Telephone:** 61 3 9365 2846  
**Fax:** 61 3 9365 2653  
**Email:** offshoreadmin@vu.edu.au  
**Website:** wwwvu.edu.au  
**Located** Building 4C, 141, St Albans Campus

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 website: wwwvu.edu.au/admissions. These courses are identified in the VTAC Guide.

**Special Entry**

Persons applying for admission to a University course under Special 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.

**Readmission to the University**

Students who are currently enrolled in an award course may apply directly to the University for admission to another course for the following semester. Students seeking readmission to the University should contact the Faculty or School administering the relevant course or Student Administration.

All other students who were previously enrolled at the University but whose enrolment has lapsed, or who have been excluded from their course because of unsatisfactory progress, may reapply for admission to the same or another course in any subsequent academic year. These students should apply using the standard procedures for that course.

Such applicants for readmission to the University will have to meet the selection criteria applying to their intended course.

The selection process will take account of:

- the person's previous academic performance at the University and their commitment to complete the course;
- whether the circumstances which led to the person's previous unsatisfactory progress or to their allowing their previous enrolment to lapse have changed or improved.

If selected for readmission such students will be subject to the course requirements in effect at the time of re-entry and may have special conditions attached to their re-admission.

**Part-time Admission**

Persons applying for admission on a part-time basis to Higher Education undergraduate courses and TAFE courses should follow the application procedures set out above. Where a form is to be lodged with the University as well as with VTAC, applicants should indicate their intention to study part-time on the form.

**Postgraduate Courses**

**Masters by Coursework, Graduate Certificates and Graduate Diplomas**

All persons seeking admission to postgraduate studies in the University (except for the Graduate Diploma of Education) must apply direct to the University.

Application forms for graduate certificates, graduate diplomas and masters by coursework are available from the Student Administration Admissions Office at the St Albans Campus or Faculty offices on the campus where the course is offered.

**Doctor of Business Administration**

Prospective students should contact the Faculty of Business and Law office at either the Footscray or City campuses for application details.

**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
All direct applications for admission to award courses must be on appropriate University application forms, available from the University. Telephone (03) 9365 2286 for details or via www.vu.edu.au/admissions.

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.

Applicants who wish to study TAFE courses part-time must apply direct to the University using an application form available from the Admissions Office.

Selection Procedures
Applicants may be required to complete a literacy and/ or numeracy exercise as part of the selection procedure and may be given the opportunity to attend an interview as part of the selection procedure.

Documentation
Direct applicants currently attempting Year 11 or Year 12 subjects should lodge their applications by the due date and then send a copy of their results when they become available. Other applicants who have attempted Year 11/12 should attach a certified copy of certificates.

All persons seeking admission to a course leading to one of the above awards who did not complete VCE 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).

If a direct applicant has undertaken previous tertiary studies the applicant must attach a certified copy of the full transcript of his or her academic record(s) obtained at the previous institution(s). Please do not send original documents.

Subject Credits and Advanced Standing
Credit for Previous Tertiary Studies
Students who have completed subjects or units 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 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, e.g. if applying for an exemption in Economics 1 at Victoria University on the basis of a pass in Economics at Monash University in 1998, 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 Student.Admin@vu.edu.au or to any Enrolment Management Branch 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 authorisation 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 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 a late enrolment fee and where appropriate, a reinstatement fee. 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 nominee.

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
An enrolled student 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 documentary evidence, certified copies of which should accompany the application for admission. These copies will be retained by the University.

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.

Victoria University is committed to protecting and maintaining the privacy, accuracy and security of your personal information and complies with the University's published privacy policies, commitments, guidelines and procedures, which conform to and support all privacy obligations that bind the University. 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 Enrolment Management without delay of any errors or amendments using an Enrolment Amendment Form.

Enrolment Amendment forms are available from Enrolment Management, Faculty, TAFE School and/or Campus offices. They may be lodged at the Enrolment Management Branch 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 Enrolment Management Branch.

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 Enrolment Management Branch 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) of 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 an Enrolment Management Branch 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 HECS and an ‘N2’ 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, obtain approval from the Faculty or Department responsible for administration of the course, and lodge the approved form at Enrolment Management. Withdrawal from subjects or courses will not automatically be permitted after 31 March in Semester 1 and 31 August in Semester 2.

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 Enrolment Management. 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 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, Deferral or Withdrawal form available from Enrolment Management or the relevant Faculty, School or Campus offices.

**Undergraduate and Postgraduate Courses**

A completed Application for Course Leave of Absence, Deferral 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 the Enrolment Management Branch.

**Personal Details**

Students who change their name, address or emergency contact should do this in writing by completing a Personal Data Amendment form available from Enrolment Management offices.

Students requiring a change of name must produce documentary evidence (e.g. marriage certificate, statutory declaration) in addition to completing a Personal Data Amendment form.

**Fees and Charges**

Fee enquiries may be directed to StudentFees@vu.edu.au or to any Enrolment Management office.

Students are required to pay all the fees for which they have been assessed including the General Services Fee, Building Levy and TAFE tuition fees or accept HECS liability after lodging an enrolment form. Once payment is completed the University will validate the student’s enrolment.

Enrolment for any semester is not valid until all relevant payments have been made.

**General Services Fee**

In addition to tuition costs, students are required to pay student service and amenities fees. These fees are paid to the University to fund a variety of non-academic and general services, activities and facilities of benefit to all students.

In 2003 the General Services Fee (GSF) for students other than full fee paying students will be:

- For enrolment in higher education subjects: $2.61 per 0.01 equivalent full-time student unit.
- For enrolment in technical and further education subjects: $0.362 per student contact hour (SCH).
- A building levy of $40 for enrolment at one or more of the University's Australian campuses to a maximum of $40.00 per student.
- A building levy of $20 for students in receipt of a youth allowance at the time of enrolment.
- A building levy of $4 for students enrolled in Industrial Skills Training Centre part courses.

Students enrolled in any following TAFE course classification are exempt from liability to pay that part of the GSF charge that exceeds the SCHs specified below:

- VCE Students, 338 SCHs;
- Student in Traineeship & Apprenticeship Programs, 242 SCHs;
- Tuition fee concession students (AUSTUDY), 375 SCHs;
- Students exempt from Tuition Fees, 48 SCHs;
- Students enrolled in Industrial Skills Training Centre part courses, 72 SCHs.

Student enrolled in either higher education or TAFE courses for delivery by off campus mode are exempt from liability to pay any part of the GSF above $17.

Note that the 2003 fees quoted above are subject to Council approval and may change.

**PAYMENT OF FEES IS REQUIRED ON THE DATE OF ENROLMENT.**

Students who are experiencing financial difficulties and are unable to complete payment of their fees on time should seek advice from Enrolment Management or the Student Services Branch.

TAFE tuition fees are levied in accordance with State Government Policy.

**Exemptions**

In cases of hardship, students can contact Student Services staff at your campus.

**Reimbursement of Fees**

**Higher Education Students**

Upon application, refunds (full or partial) will be granted on any of the following grounds:

- A student withdraws from a course of study at the University by the census date;
- A student changes from full-time status to part-time status within a given semester by the census date;
- A student withdraws from study in an approved course for one 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 authorised by the census date.

Students should apply for a refund of fees on an Application for 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 Enrolment Management or other authorised 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 $10.00 is retained from refunds of the General Services Fee.

**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 $57.00 minimum TAFE 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.

HECS Up Front Payment Option
Students can pay all of their HECS 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
Students can make a partial up front payment and defer the remainder of their HECS contribution. Students may make one payment of $500 or more towards their HECS liability for a given semester and receive a 25% discount on the amount paid.

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 Optional Declaration Form selecting the Deferred Payment method.

Deferred Payment Option
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 census date. Where the tax file number is not made available to the student by census date, the ATO will provide a Certificate of Application, which the University will accept in place of a Tax File Number.

Reimbursement of Up Front HECS Payments
Students who made an 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.

Further Information
The information booklet, HECS Your Questions Answered 2003, published by the Department of Education, Science and Training contains more detailed information about the scheme. Copies are distributed at enrolment and are available from Student Administration offices. Further information is also available on the following website: www.hecs.gov.au or by calling the HECS enquiry line on 1800 020 108

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 in for the current semester, the Effective Full Time Student Unit (EFTSU) value for each of the 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, before 15 August in semester 2, in early January for Summer School and in early July for Winter School.
- A Tax Invoice and Final Statement of HECS Liability will be sent to all Higher Education students in early April (for Semester 1) and mid-September (for Semester 2). This notice will show: the aggregate EFTSU enrolment as at 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 Enrolment Management. 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 1 and before 1 October in Semester 2. 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 provides 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.

If a student fails to provide a Tax File Number or a Certificate of Application from the Australian Taxation Office by the enrolment census date, then the responsible University Officer has the authority to terminate the student's enrolment.
Postgraduate Education Loan Scheme (PELS)

The Postgraduate Education Loan Scheme is an interest-free loan 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:

• Enrolled in a fee-paying postgraduate non-research course and,
• An Australian citizen or holder of an 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 2003, published by the Department of Education, Science and Training, contains more detailed information about the scheme. Copies are distributed at enrolment and are available from the Enrolment Management offices.

Further information is also available on the following website: www.hecs.gov.au/pelest.htm or by calling the PELS enquiry line on 1800 020 105.

Bridging For Overseas-Trained Professionals Loan Scheme (BOTPLS)

The Bridging for Overseas-Trained Professionals Loan Scheme (BOTPLS) is an interest-free loan facility for overseas-trained professionals who are seeking to work in regulated or self-regulated professions in Australia. It is similar to the deferred payment arrangements available under the Higher Education Contribution Scheme (HECS) and the Postgraduate Education Loans Scheme (PELS).

Eligible overseas-trained professionals who are citizens or permanent residents of Australia wishing to meet formal recognition requirements for their profession in Australia will be able to access these loans.

Further information can be found by reading BOTPLS, Your Questions Answered which is available on the following website: www.hecs.gov.au/botpls.htm or by calling the enquiry lines: 1800 020 108 for student loan issues or 1800 020 086 for recognition issues, or by contacting Enrolment Management.

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 examiners 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 examiners 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 I 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 either the Examinations Scheduling Officer of the Assessment & Progression Unit at Footscray Park Campus or to the Enrolment Management office 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 by email to examinations@vu.edu.au to the Enrolment Management office on campus.

Examination sessions will normally commence at:

<table>
<thead>
<tr>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.30am</td>
<td>morning examination sessions</td>
</tr>
<tr>
<td>2.00pm</td>
<td>afternoon examination sessions</td>
</tr>
<tr>
<td>6.00pm</td>
<td>evening examination sessions</td>
</tr>
</tbody>
</table>

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, note making or marking of the paper in any way is permitted in this reading time. A member of the academic or teaching staff will be present at the beginning of each examination session at the examination venues to answer any inquiries about the question paper.

Before entering the examination room, students must ascertain their seat numbers from lists posted on noticeboards at the examination venues and web site www.vu.edu.au. Lists are usually posted on the University website www.vu.edu.au two days prior to the commencement of examinations. Any student who has not been
allocated a seat number should report immediately to the Enrolment Management 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, 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 or other photographic identification such as driver’s license or passport to each of your examinations. Checks will be conducted in examination venues to verify the student’s identity and any discrepancies will be dealt with by the University Statutes.

Further information about the conduct of the examinations is given in the Rules and Regulations 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 circumstance of individual cases.

The following are some of the actions which have resulted in students being found guilty of academic misconduct:

- taking unauthorised 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.

Students with Disabilities - Alternative Arrangements

Students with an ongoing disability should immediately register with the Disability Liaison Unit in the Equity and Social Justice Branch of the University. Students with a temporary disability which puts them at a disadvantage in written examinations, should advise the Faculty or TAFE Executive Officer at the beginning of the semester of study or immediately after 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 Form is available from Enrolment Management offices and must be presented together with a dictionary registered with Enrolment Management. The concerned lecturer must then approve this form. After the completion of this process, students are required to bring this form along with the dictionary to the examination venue.

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 standards, 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 2003 are as follows.

Division 1 - Grades For Assessed Subjects (including theses)

A: Grades for Honours subjects, theses and subjects taken in Postgraduate courses, Honours Years, Honours Degrees, Degrees with Honours and Degrees of Master, assessed as a whole.

Grade Definition
H1 First Class Honours, 80–100%
H2A Second Class Honours, Upper, 70–79%
H2B Second Class Honours, Lower, 60–69%
H3 Third Class Honours, 50–59%
N Fail, 0–49%
S Ungraded Pass

B: Grades for other subjects

Grade Definition
HD High Distinction, 80–100%
D Distinction, 70–79%
C Credit, 60–69%
P Pass, 50–59%
N1 Fail, 40–49%
N2 Low Fail, 0–39%
S Ungraded Pass*
U Ungraded Fail

C: Competency Based Grades (TAFE)

Grade Definition
CC Achieved Outstanding Competency
CP Achieved Competency - Highest Grade Awarded
PP Achieved Competency
NN Competency Not Achieved

D: Codes For Incomplete Assessment

Code Definition
X Continuing Subject
L Not yet Assessed – Special Cause**
RO Result Outstanding

Note: *The grade 'Recognition of Prior Learning' also appears as 'S' Ungraded Pass.
**An L 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.

E: Additional Codes

Code Definition
SC Satisfactory Completion of Class Hours
UC Unsatisfactory Completion of Class Hours
SE Subject Exemption
E1 Exempt Semester 1 (full year subject)
E2 Exempt Semester 2 (full year subject)
CE Joint Course/Complementary Enrolment (Result issued by other Institution)
WT Withdraw - Transferred
WN Withdraw - Failed
WD Withdraw - Without Academic Penalty
WL Withdraw - Late*
VC VCE
TA TAFE Preparatory Assistance

* The WL grade applies for Higher Education students who withdraw after week 7 of the relevant semester until the last day of the teaching period and requires faculty approval.

Course Assessment and Grading

Special provisions are made on a course-by-course basis for students who encounter difficulties with academic progress. The provisions for Stage Completion and Faculty Passes detailed below should be read in conjunction with the course-specific progress regulations that appear in the Faculty Details of Courses.

Stage Completion
Some courses are formally divided into stages. These are identified in the details of courses.

Following final assessment in all subjects within a course semester, course year or other defined course stage, a student may receive a stage grading as follows:

• stage completed, all subjects passed;
• stage completed by compensation.

Stage completion by compensation will only be granted to a student who, though not passing all individual subjects, has aggregated grades above pass level and at a standard appropriate for progression to the subsequent course stage. Stage completion by compensation is not a pass in the subject and might not be recognised by all appropriate professional bodies.

Procedures for stage gradings in particular courses are as recommended by academic course departments or faculties and approved by the University.
Faculty Pass (Higher Education Courses Only)

Faculty passes are only available to students who were enrolled in the University in 1991 and who have not since then discontinued their studies (other than by taking approved leave) or changed their course.

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.

Requirements for Granting of Awards

The policies set out below represent the basic rules relating to the granting 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 for the relevant 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 organising 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, School 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; or
- enrol in any unit with a co-requisite subject without having either 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(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, Advanced Diploma, Bachelor, Graduate Certificate, Graduate Diploma, Masters and Doctoral awards 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 and sent directly to:

**Centre for Graduating Students and Education Abroad**

Telephone: 61 3 9365 2846
Fax: 61 3 9365 2853
Email: gradmate@vu.edu.au
Website: www.vu.edu.au
Located Building 4C, 141, St Albans Campus.

Forms must be completed before the set closing date.

Graduation ceremonies in 2003 are scheduled as follows:
- 14 February 2003 Hong Kong
- 18 February 2003 Malaysia
- 20 February 2003 Singapore

Applications close 18 October 2002

26 April to 2 May 2003
Application closing date is 17 January 2003
30 and 31 October 2003
Application closing date is 15 or 18 August 2003

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 Certificates: A black gown and black cap.
- Division of TAFE Diplomas: 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
  - Parchment: Law
  - Grape: Music
  - Buff: Psychology
  - Spectrum Green: Science or Applied Science
  - Buttercup: Social Work
- 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
  - Pearl White: Doctor of Laws
  - Ruby: Doctor of Letters
  - 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.
What type of credit point system?
The University has introduced a standard course value system of credit points. This means that all courses within the higher education sector of the University will have the same number of credit points for each year of a course.

How many credit points?
The University has adopted a system of 120 credit points for each year of a course. Thus a three-year degree program will equal 360 credit points, a four-year degree 480 credit points and so on.

How can I identify my enrolment load?

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Load Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>0–44</td>
<td>Credit points per semester will equal a part-time load</td>
</tr>
<tr>
<td>45–60</td>
<td>Credit points per semester will equal a full-time load</td>
</tr>
<tr>
<td>0–90</td>
<td>Credit points per year will equal a part-time load</td>
</tr>
<tr>
<td>91–120</td>
<td>Credit points per year will equal a full-time load</td>
</tr>
</tbody>
</table>

EFTSU
All universities are required to calculate individual student enrolment load per year of a course. The Department of Education, Training and Youth Affairs expresses the value of an enrolment load as a percentage of 1, which is considered to be the total value of a standard, full-time course load. This unit of measurement is referred to as an Equivalent Full-Time Student Unit or EFTSU.

For example, a part-time student may record an EFTSU value of 5, indicating that the load for which the student is enrolled carries a value equivalent to half the standard student load for that course.
Services Available to Students

Student Career Development
Student Career Development provides an innovative range of services to students of Victoria University. These services include:

- Careers Counselling
- Careers Education Programs
- Employment Services
- Careers Resource Centres
- Online Careers Resources - website: www.vu.edu.au/careers
- Web based job vacancy service - www.vu.edu.au/careers/employment

Careers Counselling appointments are available for students from all campuses by phoning (03) 9688 4944

Careers Education Programs
These include job seeking skills workshops, Employability Skills Challenge, Young Achievement Australia, in-class programs, Student Portfolios. Visit www.vu.edu.au/careers to see what’s on this month!

Employment Services
The online jobs board is accessed through www.vu.edu.au/careers/employment. Register on the site now for automatic notification of jobs in areas that you specify.

The Graduate Employment Stakes is a careers fair for final year students held in March each year. It’s free, it’s easy, and the employers come to you! Watch the website for details

Resume checking by email
Email your resume to careers@vu.edu.au for feedback.

Where are we?
Footscray Park: Building M, level 4
All other campuses: co-located with Student Services.

Children’s Services
Victoria University has Children’s Centres located on five campuses - Footscray Nicholson, Footscray Park, Newport, St Albans (Jindi Woraback) and Werribee. In addition, there is a preschool located on the Melton Campus.

Each Centre provides educational programs which respond to the child’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.

All Centres 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: (03) 9688 4098
A Referral Service has been developed for the city campuses to assist families in finding suitable childcare. Telephone the Manager, Children’s Services, on 9284 8801 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 6 weeks 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.

Footscray Park Campus
Telephone: (03) 9688 4578
The Footscray Park Campus Children’s Centre is located at 8 Geelong Road, Footscray. The Centre caters for a maximum of 42 children aged 6 weeks 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 Woraback Children’s Centre
(St Albans Campus)
Telephone: (03) 9364 6855
The Jindi Woraback Children’s Centre is located at the Willis Street entrance of the St Albans Campus and is operated by a Management Committee consisting of representatives from the University and parents. The Centre caters for a maximum of 115 children aged from 2 weeks to 6 years on a full-time (weekly), daily, sessional (half day) basis. The Centre is open from 7.00am to 6.00pm, Monday to Friday and offers a funded preschool program.
Melton Campus  
Telephone: (03) 9747 7500
The Brookfield 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 40 children aged 6 weeks 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 funded preschool program incorporated within the educational 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 (03) 9284 8801.

Werribee Campus  
Telephone: (03) 9748 9568 or (03) 9216 8098
The Werribee Campus Children's Centre is located in Hoppers Lane, Entrance Gate 1, Building 9, Werribee. The Centre caters for a maximum of 45 children aged 6 weeks 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 funded preschool program incorporated within the educational program.

Graduating Students
The Centre for Graduating Students and Education Abroad is responsible for the administration services to process all awards 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: (03) 9688 4065.

Health Practice Units
The Faculty of Human Development operates Health Practice Units at the St Albans and King St. Campuses and at CERES in East Brunswick. These Units offer acupuncture, massage and herbal medicines to the university community and general public. Low fee structure. Phone (03) 9365 2625.

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 examination/assessment arrangements and special consideration.

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 Orientation Information. 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, Sunbury, 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, financial counselling, 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 (03) 9284 8801, Footscray Park campus on (03) 9688 4418, St Albans campus on (03) 9365 2399 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 also 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
Contact Student Services for information about spiritual support in the community.

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 (03) 9688 4418 or (03) 9365 2399.

Financial Counselling / Advice
Financial Counselling / Advice 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 Centrelink payments 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/ Abstudy/ PES Applications
The Youth Allowance/ Austudy/ Abstudy 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 25, Austudy for students over 25.) Abstudy is a payment 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 a Centrelink Advance Loan - an amount of up to $500.00 advance on future instalments, recovered over 6 months; this can only be done once in a calendar year.

Claim forms for Centrelink student payments 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. Payees 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/ Abstudy 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 the purchase of books, computers and other course related materials, medical expenses, housing expenses and other purposes in accordance with the Student Loan Fund Policy.

Application forms and information sheets are available on campus from Student Services on most campuses.

Prayer Rooms
Prayer rooms are available on most campuses. Visit our web site for room locations: www.vu.edu.au/ss

International Student Support
Two International Student Advisers provide services and programs such as Orientation and Return Home 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 8517.

Services for AusAid sponsored students are available through Footscray Park Campus, telephone: (03) 9688 4780

Further information is available at Footscray Park Campus, telephone: (03) 9688 4777, St Albans Campus, telephone: (03) 9365 2399 or City Flinders Campus, telephone: (03) 9248 1159.

Further information relevant to International students is available from the International Branch at City Flinders Campus, telephone: +61 3 9248 1164.

Health Advice
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
• Vaccinations (at Footscray Park Campus)

The health advisors can also be contacted through Student Services on (03) 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 during Higher Education teaching time. 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 (03) 9688 4418 or drop in to Student Services.

Drug Education
Substance use and abuse is an issue of considerable concern in the general community. The University has a drug education officer who can provide information on drug related issues and provide advice on how to find treatment and counselling services in the community. Education sessions on these issues can be organised for groups of students by contacting the drug education officer on (03) 9284 8886.

First Aid
There are first aiders on all campuses of the University. Lists of first aiders can be found on University intranet Homepage: http://intranet.vu.edu.au. 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.

Student Learning Unit
The Student Learning Unit (SLU) forms part of the Centre for Educational Development and Support (CEDS). The CEDS SLU provides free English language, Maths, Science and academic skills support for students at Degree level and above. 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 (03) 9688 4744.

Student Organisations
The peak student body for the University is the Victoria University Student Union Inc (VUSU Inc). 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) 9284 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

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SERVICES AVAILABLE TO STUDENTS

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 7126

Werribee:
Recreation Office: (03) 9216 8260
Resource Centre: (03) 9216 8206

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, Recreation/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 2003

This section lists all the courses offered by Victoria University in higher education and TAFE.

Note: All courses are offered subject to confirmation of funding and authority to conduct, and minimum enrolment levels. List correct as at October 2002.

Undergraduate Courses and Programs

Faculty of Business and Law

School of Accounting and Finance

<table>
<thead>
<tr>
<th>Bachelor of Business</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Accounting</td>
<td>F,W,K,D2</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Banking and Finance</td>
<td>F,K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Strategic and Financial Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Financial Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Financial Management</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Banking and Finance</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Information Systems</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Electronic Commerce</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Small Enterprise Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Hospitality Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Commercial Law</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Accounting/ Transport and Logistics</td>
<td>W</td>
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<td>Y</td>
</tr>
<tr>
<td>- Banking and Finance/ International Trade</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Tourism Management/</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Small Enterprise Management</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>Bachelor of Business Combined Degrees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Bachelor of Laws/ Bachelor of Business Accounting</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Bachelor of Business Accounting/ Certificate IV in Information Technology (Dual Award)</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

School of Applied Economics

<table>
<thead>
<tr>
<th>Bachelor of Business</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Retail Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- International Trade</td>
<td>F,K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Transport and Logistics</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Applied Economics</td>
<td>F</td>
<td>Y</td>
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### COURSES AT VICTORIA UNIVERSITY IN 2003

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### Bachelor of Business Combined Degrees

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### School of Hospitality, Tourism and Marketing

#### Bachelor of Business

- Hospitality Management
- Tourism Management
- Marketing
- Event Management
- Marketing/ International Tourism
- Accounting/ Hospitality Management
- Hospitality/ Tourism Management
- Hospitality/ Event Management
- Hospitality Management/ Human Resource Management
- Marketing/ Hospitality Management
- Marketing/ Tourism Management
- Marketing/ Event Management
- Regional Tourism Management
- Tourism/ Small Enterprise Management
- Marketing/ Applied Economics
- Marketing/ International Trade
- Retail Management/ Marketing
- Marketing/ Electronic Commerce
- Marketing/ Music Industry
- Hotel, Restaurant and Catering Management
- Management/ Marketing
- B.Bus Hospitality/ Event Management
- B.Bus Marketing/ Event Management
- Tourism Management/ Information Systems
- Tourism Management/ Event Management
- Bachelor of Business (Honours) – Marketing

#### Bachelor of Business Combined Degrees

- Bachelor of Laws/ Bachelor of Business Marketing
- BA Asian Studies/ BBus Tourism Management
- BA Recreation Management/ BBus Tourism Management
- BA Sports Administration/ BBus Marketing
- Bachelor of Business Marketing/ Bachelor of Psychology
- Bachelor of Business Marketing/ Advanced Diploma of

### School of Information Systems

#### Bachelor of Business

- Information Systems
- Computer Systems Support
- Electronic Commerce
- Electronic Commerce/ Transport and Logistics
- Accounting/ Information Systems
- Tourism Management/ Information Systems
- Electronic Commerce/ Marketing
- Electronic Commerce/ Music Industry
- Electronic Commerce/ International Trade
- Electronic Commerce/ Retail Management
- Accounting/ Electronic Commerce
- Bachelor of Business (Honours) Information Systems

#### Bachelor of Business Combined Degrees
### FACULTY OF BUSINESS AND LAW

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<td>- BA Multimedia/ BBus Electronic Commerce</td>
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<tr>
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<td>- B.Bus, Electronic Commerce/ Bachelor of Science</td>
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#### School of Law

**Bachelor of Laws**

- Law: F, Q Y Y
- Graduate Entry: F, Q Y Y
- Legal Practice: F, Q Y Y

**Bachelor of Business**

- Commercial Law: F Y Y
- Accounting/ Commercial Law: F Y Y

**Bachelor of Business Combined Degrees**

- Bachelor of Laws/ Bachelor of Arts: F, Q Y Y
- Bachelor of Laws/ BBus Accounting: F Y Y
- Bachelor of Laws/ BBus Applied Economics: F Y Y
- Bachelor of Laws/ BBus Electronic Commerce: F Y Y
- Bachelor of Laws/ BBus International Trade: F Y Y
- Bachelor of Laws/ BBus Music Industry: F Y Y
- Bachelor of Laws/ BBus Marketing: F Y Y
- Bachelor of Laws/ BBus Tourism Management: F, Q Y Y
- Bachelor of Laws/ Bachelor of Science: F, S, W, Q Y Y
- Bachelor of Law/ B.Bus, Human Resource Management: F, Q Y Y

#### School of Management

**Bachelor of Business**

- Management: F, B Y Y
- Human Resource Management: F Y Y
- Management - Service and Operations: F Y Y
- Strategic and Financial Management: F Y Y
- Hospitality Management/ Human Resource Management: F Y Y
- Management/ Marketing: B Y Y
- Bachelor of Business (Honours) Management: C Y Y

**Bachelor of Business Combined Degrees**

- Bachelor of Laws/ BBus Management: F Y Y
- Bachelor of Laws/ B.Bus, Human Resource Management: F, Q Y Y
- B.Bus Tourism Management/ Event Management: F Y Y
- BA Psychology/ BBus Human Resource Management: F Y Y
- BA Sports Administration/ BBus Management: B 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.

### 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)
  - 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 (Legal Studies): F Y Y
- Bachelor of Arts (Multimedia): S Y Y
- Bachelor of Arts (Professional Writing): S Y Y
- Bachelor of Communication (Public Relations): S Y Y
- Bachelor of Psychology (Arts stream): F Y Y
- Bachelor of Psychology (Interpersonal & Organisational): S Y Y

272
<table>
<thead>
<tr>
<th>Course</th>
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**Combined Degree Programs**

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<td>Bachelor of Business (Electronic Commerce)/</td>
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<td>Bachelor of Arts (Honours) Computer Mediated Art and Multimedia</td>
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**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.

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**Faculty of Human Development**

**School of Education**

<table>
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<tr>
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<td>- Computer Mediated Art &amp; Multimedia</td>
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<td>- Early Childhood Education</td>
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<td>- Youth Studies</td>
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<tr>
<td>- Four-Year Pre-Service Program P-12</td>
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<td>- Post-Registration (Year 4)</td>
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<td>Bachelor of Education (Nyema Studies)</td>
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**Non-Award Courses**

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<td>First Aid in the Workplace Certificate Level 1 &amp; 2</td>
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<td>Certificate of Advanced Airway Management (Pre-hospital)</td>
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<td>Certificate in Advanced Airway Management</td>
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<tr>
<td>Certificate in Emergency Intravenous Therapy (Pre-hospital)</td>
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<td>Certificate in Venepuncture and Venous Cannulation</td>
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<td>Certificate in Emergency Intravenous Therapy</td>
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**Award Courses**

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<td>- Clinical Dermal Therapies</td>
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<tr>
<td>- Natural Medicine</td>
<td>S,I</td>
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<td>- Paramedic (3-Year Pre-service)</td>
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<td>- Paramedic (1-Year Conversion)</td>
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<td>- Chinese Medicine (Acupuncture)/(Chinese Herbal Medicine)</td>
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<td>Bachelor of Science</td>
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## School of Human Movement, Recreation and Performance

### Non-Award Courses

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<tr>
<td>Aerobic Module ^</td>
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<td>Personal Trainers Module ^</td>
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<tr>
<td>Children and Adolescent Exercise Module ^</td>
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<tr>
<td>Exercise to Music ^</td>
<td>FP</td>
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### Award Courses

#### Bachelor of Applied Science
- Human Movement: FP Y Y
- Human Movement/Bachelor of Psychology: FP Y Y
- Physical Education (Secondary): FP Y Y
- Physical Education and Physics#: FP Y Y

#### Bachelor of Arts
- Performance Studies: FP Y n/a
- Performance and Multimedia: FP Y n/a
- Fitness Leadership#: M Y Y
- Recreation Leadership: M FP Y Y
- Recreation Management: FP Y n/a
- Recreation Management/Bachelor of Business - Tourism Management: FP 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: FP Y n/a

#### Bachelor of Arts (Honours)
- Performance Studies: FP Y Y
- Recreation Management: FP Y Y

## School of Nursing

### Award Courses

#### Bachelor of Nursing (Pre-Registration)
- Bachelor of Nursing (Pre-Registration): S Y Y

#### Bachelor of Health Science
- Bachelor of Health Science: S Y Y
- Bachelor of Midwifery#

```
*Continuing Education Courses
*Offered to continuing students only
#Subject to final accreditation
```

### Faculty of Science, Engineering and Technology

#### Faculty Courses

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<td>Certificate</td>
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### 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
- Computational Engineering  
  F Y Y
- Mechanical Engineering  
  F Y Y
- Robotic 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
- Microelectronic Systems  
  F Y Y
- Telecommunication Engineering  
  F Y Y
- Photonics  
  F Y Y

**Bachelor of Engineering Science**

- Photonics  
  F Y Y

**Bachelor of Science**

- Applied Physics and Computing  
  F Y Y
- Computer Science  
  F/ H/ D Y Y
- Computer and 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 Y
- Computer Science  
  F Y Y
- Computer and Mathematical Sciences  
  F Y Y
- Physics  
  F Y Y

### School of Life Sciences and Technology

**Bachelor of Applied Science**

- Chemistry  
  F N Y

**Bachelor of Science**

- Biomedical Sciences  
  S Y Y
- Conservation Biology and Environmental Management  
  S Y Y
- Biotechnology  
  W Y Y
- Ecology and Sustainability  
  W Y Y
- Medical, Forensic and Analytical Chemistry  
  W Y Y
- Nutrition, Food and Health Science  
  W Y Y
- Occupational Health and Safety  
  W Y Y

**Bachelor of Science (Honours)**

- Biology (Biotechnology)  
  W Y Y
- Conservation Biology and Environmental Management  
  W Y Y
- Nutrition and Food Science  
  W Y Y
- Biomedical Sciences  
  S Y Y
- Chemical and Environmental Sciences  
  W Y Y

**Diploma**

- Meat Management  
  W N Y

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- Telephone: (03)9688 4191- Facsimile: (03)9688 4513- Email: BobRitchens@vu.edu.au Internet: http://koala.vu.edu.au/ academic.
### Postgraduate Courses

#### Faculty of Business and Law

<table>
<thead>
<tr>
<th>School of Business and Law</th>
<th>Faculty of Business and Law</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Campus</td>
</tr>
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</table>

#### Victoria Graduate School of Business

- Master of Executive Studies (Offshore)  
  - C,P,K,D,3, Y, Y
- Master of Business Administration  
  - C
- Doctor of Business Administration  
  - C, Y, Y
- Master of Business by Research  
  - C, Y, Y
- Doctor of Philosophy  
  - C, Y, Y

#### School of Accounting and Finance

- Graduate Certificate in Accounting  
  - C,H,P,K, Y, Y
- Master of Business in Accounting  
  - C, Y, Y
- Master of Business in Finance  
  - C, Y, Y
- Master of Business in Professional Accounting  
  - C,H,P,K, Y, Y
- Master of Business by Research  
  - C, Y, Y
- Doctor of Philosophy  
  - C, Y, Y

#### School of Applied Economics

- Master of Business in Business Economics  
  - C, Y, Y
- Master of Business in International Trade  
  - C, Y, Y
- Master of Business in International Music & Entertainment Business  
  - C, Y, Y
- Graduate Certificate in Statistics  
  - C, Y, Y
- Graduate Certificate in Retail Management (Offshore)  
  - C
- Graduate Diploma in Retail Management (Offshore)  
  - C
- Master of Business in Retail Management (Offshore)  
  - C
- Master of Business by Research  
  - C, Y, Y
- Doctor of Philosophy  
  - C, Y, Y

#### School of Hospitality, Tourism and Marketing

- Master of Business in Hospitality Management  
  - C, Y, Y
- Master of Business in Hospitality Management (Professional Practice)  
  - C, Y, Y
- Master of Business in Marketing  
  - C, Y, Y
- Master of Business in Tourism Management  
  - C, Y, Y
- Master of Business in Hospitality and Tourism Marketing  
  - C, Y, Y
- Master of Business in Electronic Commerce/Marketing  
  - C, Y, Y
- Master of Business in Hospitality and Tourism Education  
  - C, Y, Y
- Master of Business in Sports Tourism  
  - C, Y, Y
- Master of Business by Research  
  - F,C, Y, Y
- Doctor of Philosophy  
  - F,C, Y, Y

#### School of Information Systems

- Graduate Certificate in Enterprise Resource Planning Systems  
  - C, Y, Y
- Master of Business, Enterprise Resource Planning Systems  
  - C,P, Y, Y
- Graduate Diploma in Business Computing  
  - C,R, Y, Y
- Master of Business in Information Systems  
  - C,R, Y, Y
- Master of Business E-Commerce/Marketing  
  - C, Y, Y
- Master of Business by Research  
  - C, Y, Y
- Doctor of Philosophy  
  - C, Y, Y

#### School of Law

- Graduate Certificate in Australian Immigration Law  
  - C, Y, Y
- Graduate Diploma of International Commercial Law  
  - D,K,P,H, Y, Y
- Graduate Diploma in Notarial Practice  
  - Q, Y
- Masters in Comparative Commercial Law  
  - C, Y, Y
- Masters of Laws  
  - C, Y, Y
- Masters of International Commercial Law  
  - D,K,P,H, Y, Y
- Master of Business by Research  
  - C, Y, Y
- Doctor of Juridical Science  
  - C,Q, Y, Y
- Doctor of Philosophy  
  - C, Y, Y
### School of Management

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<th>Part-time</th>
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<td>Master of Business in Management Practice</td>
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<tr>
<td>Master of Business in Event Management</td>
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<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
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**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

#### Higher Degrees by Research

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<th>Campus</th>
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<tr>
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#### Postgraduate Programs by Coursework

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<td>Y</td>
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<tr>
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<tr>
<td>Graduate Certificate in Communication</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Certificate in Arts (History)</td>
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<td>Y</td>
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<tr>
<td>Graduate Certificate in Arts (Politics and International Studies)</td>
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<tr>
<td>Graduate Certificate of Public Advocacy and Action</td>
<td>F</td>
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<tr>
<td>Graduate Certificate in Women’s Studies</td>
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<tr>
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<td>Y</td>
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<tr>
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<tr>
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<td>N</td>
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<tr>
<td>Master of Applied Psychology</td>
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## Faculty of Human Development

### Faculty Courses

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<th>Campus</th>
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<td>Graduate Diploma in Dementia Care and Service</td>
<td>C, Z</td>
<td>Y</td>
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<tr>
<td>Graduate Program in Aged Services Management</td>
<td>C, Z</td>
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<tr>
<td>- Graduate Diploma in Aged Services Management</td>
<td>C, Z</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Master of Health Science - Aged Services Management</td>
<td>C</td>
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### School of Education

<table>
<thead>
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<td>Graduate Diploma in Secondary Education</td>
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<td>Graduate Program in Education for Professional Development</td>
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<td>- Graduate Certificate in Education for Professional Development</td>
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<tr>
<td>Graduate Program in Tertiary Education</td>
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<td>Y</td>
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<tr>
<td>- Graduate Certificate in TESOL</td>
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<tr>
<td>- Graduate Certificate in Literacy</td>
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<td>- Master of TESOL and Literacy</td>
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### School of Health Sciences

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<tr>
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<td>Graduate Diploma in Complementary Therapies</td>
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<td>Graduate Diploma in Prepared Chinese Medicine</td>
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<tr>
<td>Graduate Diploma in Western Herbal Medicine</td>
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<td>Graduate Program in Paramedicine and Pre-Hospital Care</td>
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### School of Human Movement, Recreation and Performance

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<tr>
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<tr>
<td>Doctor of Philosophy</td>
<td>C,FP</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Two subjects will be taught at the St Albans Campus.

### School of Nursing

<table>
<thead>
<tr>
<th>Program</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</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Cardiothoracic 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>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Geriatric Nursing#</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Neuroscience 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>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Cardiothoracic 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>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Neuroscience Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Midwifery</td>
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<tr>
<td>- Graduate Diploma in Midwifery</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>Master of Nursing (by Research)</td>
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<td>Y</td>
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<tr>
<td>Doctor of Philosophy</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.
## Faculty of Science, Engineering and Technology

<table>
<thead>
<tr>
<th>Centre for Environmental Safety and Risk Engineering</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
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<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>W</td>
<td>Y</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 Engineering (Coursework)</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Building Fire Safety and Risk Engineering</td>
<td>W</td>
<td>n/a</td>
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<tr>
<td>Graduate Diploma</td>
<td>W</td>
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<td>Y</td>
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<tr>
<td>- Performance-based Building and Fire Codes</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
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<tr>
<td>Centre for Packaging, Transportation and Storage</td>
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<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Intermodal Freight Systems Management</td>
<td>W</td>
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<tr>
<td>Graduate Certificate</td>
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<td>Y</td>
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<tr>
<td>School of Communications and Informatics</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
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</tr>
<tr>
<td>Master of Engineering (Research)</td>
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<td>Y</td>
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<tr>
<td>Master of Science (Research)</td>
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<td>Graduate Diploma</td>
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<td>Y</td>
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<tr>
<td>- Communication Systems</td>
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<tr>
<td>- Computer Science</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>- Computer and Mathematical Sciences</td>
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<td>Y</td>
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<tr>
<td>- Multimedia Information Networking</td>
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<td>Y</td>
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<tr>
<td>- Software Engineering</td>
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<tr>
<td>Master of Engineering Science (Coursework)</td>
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<tr>
<td>- Computer Systems Engineering</td>
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<td>- Telecommunication Engineering</td>
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<td>- Microelectronic Engineering</td>
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<td>Master of Science</td>
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<td>Y</td>
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</tr>
<tr>
<td>- Computer Science (coursework)</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Computer and Mathematical Sciences (coursework)</td>
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<td>Y</td>
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<tr>
<td>- Software Engineering</td>
<td>F</td>
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</table>

## School of Life Sciences and Technology

| Doctor of Philosophy                                 | F,S,W  | Y         | Y         |
| Master of Science (Research)                         | F,S,W  | Y         | Y         |
| Master of Science (Coursework)                       | F      | Y         | Y         |
| - Environmental Management                           | F      | Y         | Y         |
| - Food Science and Technology                         | W      | Y         | Y         |
| Graduate Diploma                                     | F      | Y         | Y         |
| - Environmental Management                           | F      | Y         | Y         |

## School of the Built Environment

| Doctor of Philosophy                                 | F      | Y         | Y         |
| Master of Engineering (Research)                     | F      | Y         | Y         |
| Master of Engineering (Coursework)                   | F      | Y         | Y         |
| - Project Management                                 | F      | Y         | Y         |
| Graduate Diploma                                     | F      | Y         | Y         |
| - Project Management                                 | F      | Y         | Y         |
| Graduate Certificate                                 | F      | Y         | Y         |
| - Project Management                                 | F      | 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 Science, Engineering and Technology courses is still accurate, contact the Faculty of Science, Engineering and Technology Executive Officer on (03) 9688 4191. For further information about Engineering and Science courses: Telephone: (03)9688 4191 – Facsimile: (03) 9688 4513 – Email: BobRitchens@vu.edu.au – Internet: http://koala.vu.edu.au/academic.
TAFE Courses at Victoria University in 2003

Strategic Development

Centre for Curriculum, Innovation and Development
Certificate IV in Assessment and Workplace Training (BSZ40198)
Diploma in Training and Assessment Systems (BSZ50198)
Certificate IV in Vocational Education and Training (15559VIC)
Diploma of Vocational Education and Training (15560VIC)
Graduate Certificate in Vocational Education and Training (21205VIC)
Graduate Certificate in VET in Schools Implementation (21102VIC)

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 (Off-site) (BCF10100)
Certificate II in Off-Site Construction (BCF20100)
Certificate III in Off-Site Construction (Joinery Timber/ Aluminium/ Glass) (BCF30200)
Certificate I in Construction (BCG10198)
Certificate II in General Construction (BCG 20198-B) [Bricklaying - Pre-Apprenticeship]
Certificate III in General Construction (Bricklaying) (BCG 30698) [Apprenticeship]
Certificate II in Building and Construction (BCG 20198) [Carpentry - Pre-Apprenticeship]
Certificate III in General Construction (Carpentry - Framework/ Formwork/ Finishing) (BCG 30798) [Apprenticeship]
Certificate II in Furnishing (Furniture Manufacturing Pre-Apprenticeship) (12903VIC) [Cabinet Making]
Certificate III in Furnishing (Cabinet Making) (2303AABC) [Apprenticeship]
Certificate II in Building and Engineering Trades Orientation (3113TNWB)
Diploma of Building Design & Drafting (SA3474)
Diploma of Building (SA3475)
Certificate IV in Building (SA3477)
Certificate IV in Building Drafting (SA3476)
Diploma of the Built Environment (SA3472)
Diploma of Building Surveying (SA3473)

Building Services and Special Trades Department
Certificate II in General Construction (BCG 20198-P) [Painting & Decorating Pre-Apprenticeship]
Certificate III in General Construction (Painting & Decorating) (BCG 30498)
Certificate I in Building & Construction (Plumbing) (2102ABC)
Certificate III in Plumbing and Gasfitting (20065VIC)
Certificate IV in Plumbing (Services Design) (2402ADC)
Certificate II in Sign Industry (20087VIC)
Certificate III in Off-Site Construction (Sign Writing/ Computer Operations) (BCF30700)
Certificate IV in Sign Technology (21000VIC)
Course in Building and Engineering Trades Orientation (3113TNWB)
Certificate III in Building and Construction (Protective Coating for Corrosion Control) (2302AFC)

Electrotechnology Department
Certificate III in Electrotechnology Communications (UTE30499)
Certificate III in Electrotechnology Computer Systems (UTE30599)
Certificate III in Electrotechnology Entertainment and Servicing (UTE30799)
Certificate III in Electrotechnology Systems Electrician (UTE31199)
Advanced Diploma in Computer Systems Engineering (UTE60199)
Advanced Diploma in Electronic Engineering (UTE60399)
Certificate I in Electrical (Pre-Apprenticeship) (14003VIC)
Certificate IV in Electrical (2406ANC) [Motor Control]

Information Technology Department
Certificate I in Information Technology (ICDL – International Computer Drivers License)
Certificate III in Information Technology (Software Applications) (ICA30199) [Web Pages]
Certificate III in Information Technology (General) (ICA30299)
Certificate III in Information Technology (Network Administration) (ICA30399)
Certificate IV in Information Technology (Network Management) (ICA40399)
Certificate IV in Information Technology (Client Support) (ICA40199)
Certificate IV in Information Technology (Programming) (ICA40699)
Certificate IV in Information Technology (Technical Support) (ICA40599)
Certificate IV in Multimedia (14033VIC)
Diploma of Information Technology (Software Development) (ICA50299)
Diploma of Multimedia (14034VIC)
Diploma of Information Technology (21104VIC) [Specialising in Network & Internet Technology]
School of Business

Administrative and Legal Studies Department
Certificate IV in Electronic Publishing (21233VIC)
Certificate II in Desktop Publishing (21232VIC)
Certificate III in Business (Legal Administration) (BSA30200)
Certificate IV in Business (Legal Services) (BSA40200)
Diploma of Business Administration (BSB50201)
Certificate IV in Business Administration (BSB40201)
Certificate III in Business Administration (BSB30201)
Certificate II in Business (BSB20101)
Certificate III in Business (BSB30101)
Certificate IV in Business (BSB40101)
Diploma of Business (BSB50101)
Advanced Diploma of Business (Legal Practice) (20055VIC)
Certificate III in Government (PSP30199)

Financial Services Department
Certificate III in Financial Services (FNB30199)
Certificate IV in Financial Services (FNB40199)
Advanced Diploma of Accounting (FNB60299)
Diploma of Accounting (FNB50299)
Diploma of Business (Banking and Finance) (90025NSW)
Course in Real Estate for Agents' Representatives (2004AAA)
The Certificate IV in Business (State Agency Practice) (2004ADA)
Certificate IV in Property Services (Real Estate Operations) (2404AOB)
Course in Introduction to Call Centre Operations (3113BB07)
Certificate II in Telecommunications (Call Centres) (ICT20499)
Certificate III in Telecommunications (Call Centres) (ICT30599)
Certificate IV in Telecommunications (Call Centres) (ICT40599)
Diploma of Commerce (3113BB0C100)
Diploma in Customer Contact Management (3113BBCCM01)

Management and Marketing Department
Certificate III in Business (Frontline Management) (BSB30501)
Certificate IV in Business (Frontline Management) (BSB40101)
Diploma of Business (Frontline Management) (BSB50101)
Certificate IV in Business (Human Resources) (BSB40801)
Diploma of Business (Human Resources) (BSB50801)
Advanced Diploma of Business (Human Resources) (BSB60301)
Certificate IV in Business Management (BSB41101)
Diploma of Business Management (BSB50401)
Advanced Diploma of Business Management (BSB60201)
Advanced Diploma of Business (Operations Management) (20055VIC)
Diploma of Business (Operations Management) (20055VIC)
Certificate IV in Business (Operations Management) (20055VIC)
Certificate IV in Business (Advertising) (BSB40501)
Diploma of Business (Advertising) (BSB50501)
Advanced Diploma of Business (Advertising) (BSB60501)
Certificate IV in Business (Marketing) (BSB40701)
Diploma of Business (Marketing) (BSB50701)
Advanced Diploma of Business (Marketing) (BSB60601)
Advanced Diploma of Business (International Business) (20055VIC)
Diploma of Business (International Trade) (20053VIC)
Certificate IV in Business (International Trade) (20053VIC)
Advanced Diploma of Business (Public Relations) (20055VIC)
Certificate IV in Business (BSB40101)
Diploma of Business (BSB50101)
Certificate IV in Business Development (BSB40501)
Diploma of Business Development (BSB50501)
Advanced Diploma of Business Development (BSB60401)
Certificate III in Business (Sales) (BSB30301)
Graduate Certificate in Management Development (Education and Training) (2804ABB)
Certificate IV in Assessment and Workplace Training (BSZ40198)

Western Business Enterprise Centre
Certificate II in Security (Guarding) (PRS20198)
Certificate III in Security (Guarding) (PRS30198)
Certificate IV in Business (Small Business Management) (BSB40401)
Certificate IV Business Facilitation (WSB57)
School of Engineering, Science and Industrial Skills

Automotive and Fabrication Department
Certificate II in Automotive Technology(AUR21098)
Certificate II in Automotive(Administration – Clerical)(AUR21098)
Certificate II in Automotive(Mechanical)(AUR21098 – AUR21199)
Certificate II in Automotive(Vehicle Body)(AUR21299 – AUR21399)
Certificate II in Automotive(Sales)(AUR21499 – AUR21599)
Certificate III in Automotive(Administration – Clerical)(AUR21699 – AUR21799)
Certificate III in Automotive(Mechanical)(AUR21899 – AUR21999)
Certificate III in Automotive(Vehicle Body)(AUR22099 – AUR22199)
Certificate III in Automotive(Sales)(AUR22299 – AUR22399)
Certificate IV in Automotive(AUR24099)
Advanced Diploma of Engineering Technology(Principal Technical Officer)(14309VIC)
Certificate I in Engineering(MEM10198F)
Certificate II in Engineering – Production Technology(MEM20198F)
Certificate II in Engineering – Production Systems(MEM30198F)
Certificate III in Engineering – Fabrication Trade(MEM30398)[Light & Heavy]
Certificate IV in Engineering Technology(20018VICF)
Advanced Diploma of Engineering Technology(20020VICF)[Fabrication/ Welding Supervision, Inspection] 
Diploma of Engineering Technology(20019VICF)[Fabrication/ Welding]

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 – Limited Height [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 Operating [contact Department for details]
Course in Elevating Platform Vehicle Operators [contact Department for details]
Driver Training [contact Department for details]
Driver Education [contact Department for details]
Certificate IV in Assessment and Workplace Training(BSZ40198)
Certificate III in General Construction (Plant)(BCC30198)
Certificate III in General Construction (Plant)(BCC30198)
Certificate I in Transport and Distribution (Warehousing)(TDT10197)
Certificate II in Transport and Distribution (Warehousing)(TDT20197)
Certificate III in Transport and Distribution (Warehousing)(TDT30197)
Certificate IV in Transport and Distribution (Warehousing)(TDT40197)
Certificate I in Transport and Distribution (Road Transport)(TDT10297)
Certificate II in Transport and Distribution (Road Transport)(TDT20297)
Certificate III in Transport and Distribution (Road Transport)(TDT30297)
Certificate IV in Transport and Distribution (Road Transport)(TDT40297)
Diploma of Transport and Distribution (Logistics)(TDT51098)
Advanced Diploma of Transport and Distribution (Logistics)(TDT61098)
Certificate III in Transport and Distribution (Mobile Crane Operations)(TDT30098)
Certificate IV in Transport and Distribution (Mobile Crane Operations)(TDT40098)
Certificate III in Road Transport (Motor Vehicle Driving Instructor)(2311AEA)
Certificate I in Transport and Distribution (Rail Passenger Services)(TDT10598)
Certificate II in Transport and Distribution (Rail Passenger Services)(TDT20598)
Certificate III in Transport and Distribution (Rail Passenger Services)(TDT30598)
Certificate I in Transport and Distribution (Rail Operations)(TDT10498)
Certificate II in Transport and Distribution (Rail Operations)(TDT20498)
Certificate III in Transport and Distribution (Rail Operations)(TDT30498)
Certificate III in Funeral Services (Gravedigging, Grounds & Maintenance)(WFS30402)

Engineering Technology Department
Advanced Diploma of Engineering Technology (Principal Technical Officer)(14309VIC)[Civil]
Advanced Diploma of Engineering Technology(20020VIC)[Civil]
Diploma of Engineering Technology(20019VIC)[Civil]
Certificate I in Engineering Technology(11409VIC)
Certificate I in Engineering Technology(11409VIC)
Certificate II in Engineering (Production)(MEM20198)
Certificate II in Engineering(Production Technology)(MEM20298)
Certificate III in Engineering (Production Systems)(MEM30198)
Certificate III in Engineering (Mechanical Trade) (MEM30298)
Certificate III in Engineering (Technician) (MEM30598)
Certificate IV in Engineering Technology (MEM30191)
Advanced Diploma of Engineering Technology (20020VIC)
Diploma of Engineering Technology (20019VIC) [Streams in Mechanical, Manufacturing and Mechatronics]
Advanced Diploma of Engineering Technology (Principal Technical Officer) (14309VIC) [Streams in Mechanical, Manufacturing and Mechatronics]
Certificate II in Automotive Manufacturing (AUM30100)
Certificate III in Automotive Manufacturing – Frontline Management (AUM30100)
Certificate IV in Automotive Manufacturing – Manufacturing Maintenance (AUM40200)

**Science and Food Technology Department**

Certificate II in Science Bridging (12883VIC)
Certificate III in Science Bridging (12884VIC)
Certificate III in Animal Technology (QLD3757)
Certificate IV in Animal Technology (2411ARC)
Diploma of Applied Science (Animal Technology) (QLD3522)
Certificate II in Animal Studies (RUV20198)
Certificate III in Animal Studies (RUV30198)
Certificate IV in Veterinary Nursing (RUV40198)
Certificate III in Laboratory Skills (PML30199)
Certificate IV in Laboratory Techniques (PML40199)
Diploma of Laboratory Technology (PML50199)
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 Operations (PML60199)
Certificate I in Horticulture (RUH10198)
Certificate II in Horticulture (Arboriculture) (RUH20298)
Certificate II in Horticulture (Floriculture) (RUH20398)
Certificate II in Horticulture (Landscape) (RUH20498)
Certificate II in Horticulture (Nursery) (RUH20598)
Certificate II in Horticulture (Parks & Gardens) (RUH20698)
Certificate II in Horticulture (Production) (RUH20898)
Certificate II in Horticulture (Turf Management) (RUH20798)
Certificate III in Horticulture (RUH30198)
Certificate III in Occupational Health & Safety (QLD1893)
Certificate IV in Occupational Health & Safety (QLD1892)
Diploma of Occupational Health & Safety (QLD1891)
Certificate IV in Meat Processing (Leadership) (MTM40100)
Certificate IV in Meat Processing (Quality Assurance) (MTM40300)
Diploma of Meat Processing (MTM50100)
Advanced Diploma of Meat Processing (MTM60100)
Certificate II in Local Government (Environmental Health and Regulation) (LGA30200)
Certificate III in Local Government (Environmental Health and Regulation) (LGA30300)
Diploma of Local Government (Environmental Health and Regulation) (LGA50300)
Advanced Diploma of Local Government (Environmental Health and Regulation) (LGA60300)
Certificate I in Food Processing (Plant Baking) (FD F10398)
Certificate II in Food Processing (Plant Baking) (FD F20398)
Certificate III in Food Processing (Plant Baking) (FD F30398)
Certificate I in Process Plant Skills (PMA10198)
Certificate I in Food Processing (FD F10198)
Certificate I in Pharmaceutical Manufacturing (FD F10298)
Certificate II in Pharmaceutical Manufacturing (FD F20298)
Certificate II in Process Plant Operations (PMA20198)
Certificate III in Food Processing (FD F30198)
Certificate III in Pharmaceutical Manufacturing (FD F30298)
Certificate III in Process Plant Operations (PMA30198)
Diploma of Food Technology (2506A K C)
Certificate IV in Food Technology (11803VIC)
Diploma of Natural Resource Management (2212AMC)
Certificate III in Health (Hospital Pharmacy Technician) (2307AEC)
Certificate IV in Mortuary Science (Embalming) (2411AGB)
Courses in Lubrication (21010VIC)
Certificate IV in Assessment and Workplace Training (BSZ40198)
School of Further Education and Employment Services

Adult Literacy and Work Education Department
Certificate I in General Education for Adults (Introductory) (21249VIC)
Certificate I in General Education for Adults (21250VIC)
Certificate II in General Education for Adults (21251VIC)
Certificate III in General Education for Adults (21252VIC)
Certificate I in Vocational Studies (Transport and Distribution) (15598VIC)
Diploma of Further Education (21015VIC)
Certificate IV in Further Education (21014VIC)
Certificate I in Work Education (21108VIC)
Certificate I in Transition Education (15494VIC)
Course in Concurrent Study (21204VIC)
Certificate I in Laundry Operations (LMT10800)
Certificate II in Laundry Operations (LMT21400)
Certificate III in Laundry Operations (LMT31100)
Certificate I in Dry Cleaning Operations (LMT11000)
Certificate II in Dry Cleaning Operations (LMT21500)
Certificate III in Dry Cleaning Operations (LMT31200)

Arts and Preparatory Programs Department
Diploma of Arts (Small Companies and Community Theatre) (21052VIC)
Certificate IV in Professional Writing and Editing (21123VIC)
Diploma of Arts (Professional Writing and Editing) (21124VIC)
Certificate I in English Language Literacies (21047VIC)
Certificate II in English Language Literacies (21048VIC)
Access Course for Women (31132100KFM)
Gateway to Nursing and the Health Sciences (31132200HFB)
Preparation for Tertiary Studies (Arts) (31132200LZO)
Certificate I in ESL Access (14378VIC)
Certificate II in ESL Access (14379VIC)
Certificate I in General Education for Adults (Introductory) (21249VIC)
Certificate I in General Education for Adults (21250VIC)
Certificate II in General Education for Adults (21251VIC)
Diploma of Liberal Arts (21220VIC)
Certificate IV in Liberal Arts (21219VIC)
Victorian Certificate of Education (2200LZV)

Music Programs
Certificate IV in Music (CUS40101)
Certificate IV in Music (Technical Production) (CUS40201)
Diploma of Music Industry (Technical Production) (CUS50201)
Diploma of Music (CUS50101)
Certificate IV in Music Industry (Business) (CUS40301)
Diploma of Music Industry (Business) (CUS50301)

Language Studies Department
Certificate II in ESL (Academic Purposes) (14372VIC)
Certificate III in ESL (Academic Purposes) (14373VIC)
Certificate III in ESL (Academic Purposes) (14373VIC) [English for Health Professionals]
Certificate IV in ESL (Academic Purposes) (14374VIC)
Certificate II in ESL (Vocational Purposes) (14375VIC)
Certificate III in ESL (Vocational Purposes) (14376VIC)
Certificate III in ESL (Vocational Purposes) (14376VIC) [Aged Care Work]
Certificate IV in ESL (Vocational Purposes) (14377VIC)
Certificate I in ESL Access (14378VIC)
Certificate II in ESL Access (14379VIC)
Certificate III in ESL Access (14380VIC)
Certificate IV in ESL Access (14381VIC)
Course in Concurrent Study (21204VIC)

Department of Employment & Training Services
Certificate I in Horticulture (RUH10198)
Certificate II in Horticulture (RUH20298 - RUH20798)
Course in Planning for Employment and Training (21109VIC)
School of Human Services, Art and Multimedia

Art, Design and Multimedia Department
Advanced Diploma of Arts (Graphic Design)(12862VIC)
Diploma of Arts (Graphic Arts)(12861VIC)
Certificate IV in Arts (Applied Design)(15727VIC)
Advanced Diploma of Multimedia(CUF60501)
Diploma of Multimedia(CUF50701)
Diploma of Arts (Visual Art)(12857VIC)

Child Studies Department
Advanced Diploma of Community Services (Children’s Services)(CHC60399)
Diploma of Community Services (Children’s Services)(CHC50399)
Certificate IV in Community Services (Children’s Services)(CHC30399)
Certificate III in Community Services (Children’s Services)(CHC20399)

Health Services Unit
Certificate IV in Health (Nursing)(2407ADC)
Certificate III in Pathology Specimen Collection(HLT30101)

Library Studies Unit
Diploma of Library and Information Services(CUL50199)
Certificate III in Library and Information Services(CUL30199)

Social and Community Studies Department
Certificate III in Community Services (Disability Work)(CHC30799)
Certificate IV in Community Services (Disability Work)(CHC40799)
Diploma of Community Services (Disability Work)(CHC50799)
Certificate II in Community Services (Community Work)(CHC20499)
Certificate III in Community Services (Community Work)(CHC30699)
Diploma of Community Services (Community Work)(CHC50699)
Certificate III in Community Services (Aged Care Work)(CHC30199)
Certificate IV in Community Services (Aged Care Work)(CHC40199)
Diploma of Community Services (Welfare Studies)(2507ABC)
Diploma in Counselling (31130WD 40)
Advanced Diploma of Justice(21214VIC)
Diploma of Justice (21213VIC)
Certificate IV in Justice (21212VIC)
Diploma of Community Services (Youth Work)(CHC50999)
Diploma of Business (Community Services and Health Management)(2504AIC)
Certificate II in Home Support Cleaning(21186VIC)
Certificate in Palliative Care Awareness(3113GWD 50)
Certificate II in Asset Maintenance (Cleaning Operations)(PRM20198)

Sport and Recreation Department
Certificate II in Fitness(SRF20201)
Certificate III in Fitness(SRF30201)
Certificate IV in Fitness(SRF40201)
Certificate II in Outdoor Recreation(SRO20299)
Certificate II in Sport (Career Oriented Participation)(SRS20299)
Certificate II in Sport and Recreation(SRO20199)
Certificate III in Sport and Recreation(SRO 30199)
Certificate II in Sport and Recreation(SRC20201)
Certificate III in Community Recreation(SRC30201)
Certificate IV in Community Recreation(SRC40201)
Diploma of Community Recreation(SRC50201)
Certificate IV in Sport and Recreation(SRO 40199)
Diploma of Sport and Recreation(SRO50199)
Certificate IV in Sports (Development)(SRS40399)
Diploma of Sport (Development)(SRS50399)
Certificate II in Racing (Greyhound) - Kennelhand Level 1(RGR20398)
Certificate III in Racing (Greyhound) – Kennelhand Level 2(RGR30598)
Graduate Certificate in Career Counselling for Elite Performers (Dance, Music, Sports)(21237VIC)
School of Hospitality and Personal Services

Personal Services Department
Certificate II in Modelling(2211ARC)
Certificate II in Nail Technology(WRB20199)
Certificate III in Beauty(WRB30199)
Certificate IV in Beauty Therapy(WRB40199)
Diploma of Beauty Therapy(WRB50199)
Course in Basic Make-Up(3113CBLCAF)
Diploma of Entertainment (Make-Up)(CUE50796)
Certificate IV in Entertainment Make-Up(CUE40908)
Diploma of Health Science (Massage)(WA0350)
Certificate IV in Health Science (Remedial Massage)(3113BT002)
Certificate III in Health Science (Therapeutic Massage)(3113BT001)
Certificate II in Hairdressing(WRH20100) [Pre-Apprenticeship]
Certificate III in Hairdressing(WRH30100)
Certificate III in Hairdressing(20031VIC)
Certificate IV in Hairdressing(WRH40100)
Diploma of Hairdressing Salon Management(WRH50100)

Wholesale/ Retail Unit
Certificate II in Wholesale Operations(WRW20101)
Certificate III in Wholesale Operations(WRW30101)
Certificate IV in Wholesale Management(WRW40101)
Diploma of Wholesale Management(WRW50101)
Diploma of Retail Management(WRR50197)
Certificate IV in Retail Management(WRR40197)
Certificate III in Retail Operations(WRR30197)
Certificate II in Retail Operations(WRR20197)
Certificate II in Retail Operations(WRR10197)
Certificate II in Retail Cosmetic Assistant(WRRB20197)

Hospitality and Tourism Department
Certificate I in Hospitality (Operations)(THH11002)
Certificate I in Hospitality (Kitchen Operations)(THH11102)
Certificate II in Hospitality (Operations)(THH21802)
Certificate II in Hospitality (Kitchen Operations)(THH22002)
Certificate III in Hospitality (Commercial Cookery)(THH31502)
Certificate III in Hospitality (Catering Operations)(THH32902)
Certificate III in Hospitality (Operations)(THH33002)
Certificate III in Hospitality (Food and Beverage)(THH32797)
Certificate IV in Hospitality (Supervision)(THH42602)
Diploma of Hospitality Management(THH51202)
Advanced Diploma of Hospitality Management(THH60202)
Certificate II in Tourism (Operations) (THT20502)
Certificate III in Tourism (Retail Travel Sales)(THT30202)
Certificate III in Tourism (Tour Wholesaling)(THT30502)
Certificate III in Tourism (Visitor Information Services)(THT30602)
Certificate III in Tourism (Guiding)(THT30902)
Certificate III in Tourism (Operations)(THT31002)
Certificate IV in Tourism (Sales and Marketing)(THT40102)
Certificate IV in Tourism (Operations)(THT40202)
Certificate IV in Tourism (Guiding)(THT40302)
Certificate IV in Tourism (Natural and Cultural Heritage)(THT40402)
Diploma of Tourism (Marketing and Product Development)(THT50102)
Diploma of Tourism (Operations Management)(THT50302)
Advanced Diploma of Tourism Management(THT60102)