Contents

How to use this book .................................................................................................................. 7
Staff ............................................................................................................................................ 11
University Officers .................................................................................................................. 11
Principal Officers of the University ...................................................................................... 11
Staff of the Faculty of Business and Law .............................................................................. 11
Undergraduate Studies ........................................................................................................... 17
Articulation ................................................................................................................................. 17
Work Integrated Learning Requirements 2005 ..................................................................... 17
Exclusion and Progression Regulations ................................................................................. 19
General Information ............................................................................................................... 20
Faculty of Business and Law .................................................................................................... 21
Bachelor of Business (Year 1) ................................................................................................. 21
School of Accounting and Finance ......................................................................................... 23
Bachelor of Business (Accounting) ....................................................................................... 23
Bachelor of Business (Accounting/ Banking and Finance) .................................................. 23
Bachelor of Business (Accounting/Commercial Law) .......................................................... 24
Bachelor of Business (Accounting/Electronic Commerce) .................................................... 24
Bachelor of Business (Accounting/Financial Management) ................................................. 25
Bachelor of Business (Accounting/Hospitality Management) .............................................. 25
Bachelor of Business (Accounting/Information Systems) ..................................................... 26
Bachelor of Business (Banking & Finance) .......................................................................... 26
Bachelor of Business (Banking and Finance/International Trade) ........................................ 27
School of Applied Economics ................................................................................................ 29
Bachelor of Business (Applied Economics) .......................................................................... 29
Bachelor of Business (Applied Economics/International Trade) ............................................ 29
Bachelor of Business (Financial Risk Management) ............................................................. 30
Bachelor of Business (Financial Risk Management/Accounting) (Offshore) ....................... 30
Bachelor of Business (Financial Risk Management/Banking and Finance) .......................... 31
Bachelor of Business (Financial Risk Management/Electronic Commerce) ...................... 31
Bachelor of Business (Financial Risk Management/Global Logistics and Transport) (Offshore) 32
Bachelor of Business (Financial Risk Management/International Trade) ............................ 32
Bachelor of Business (Global Logistics and Transport) ......................................................... 33
Bachelor of Business (Global Logistics and Transport/Accounting) (Offshore) ...................... 33
Bachelor of Business (Global Logistics and Transport/International Trade) (Offshore) ........ 34
Bachelor of Business (International Business) ....................................................................... 34
Bachelor of Business (International Commerce) (Offshore) .................................................. 35
Bachelor of Business (International Trade) ............................................................................ 35
Bachelor of Business (International Trade/Retail Management) ........................................... 36
Bachelor of Business (Music Industry) ................................................................................... 36
Bachelor of Business (Music Industry/Event Management) .................................................. 37
Bachelor of Business (Retail Management) ........................................................................... 37
Bachelor of Business (Retail Management/Marketing) .......................................................... 38
Bachelor of Arts (Asian Studies)/Bachelor of Business (International Trade) ....................... 38
Bachelor of Business (Honours) (Applied Economics) ......................................................... 39
Bachelor of Business (Honours) (International Trade) .......................................................... 39
Bachelor of Business (Honours) (Retail Management) ........................................................... 39
School of Hospitality, Tourism and Marketing ..................................................................... 41
Bachelor of Business (Event Management) .......................................................................... 41
Bachelor of Business (Hospitality Management) .................................................................... 41
Bachelor of Business (Hospitality Management/Human Resource Management) .............. 42
Bachelor of Business (Hospitality/Event Management) ....................................................... 42
Bachelor of Business (Hospitality/Tourism Management) .................................................... 43
Bachelor of Business (Hotel, Restaurant and Catering Management) ................................... 43
Bachelor of Business (Marketing) .......................................................................................... 44
Bachelor of Business (Marketing)/Hospitality Management .................................................. 46
Bachelor of Business (Marketing)/Hospitality Management .................................................. 46
Bachelor of Business (Marketing/International Tourism) (Offshore) ................................... 47
Bachelor of Business (Marketing/International Trade) .......................................................... 47
Bachelor of Business (Marketing/Music Industry) ................................................................. 48
Bachelor of Business (Marketing/Tourism Management) ..................................................... 48
Bachelor of Business (Regional Tourism Management) .......................................................... 49
Bachelor of Business (Tourism Management) ........................................................................ 49
Bachelor of Business (Tourism Management)/Bachelor of Business (Event Management) ..... 51
Bachelor of Arts (Sports Administration)/Bachelor of Business (Event Management) .......... 52
Bachelor of Arts (Sports Administration)/Bachelor of Business (Marketing) ....................... 52
Bachelor of Business (Honours) (Marketing) ........................................................................ 53
School of Information Systems ............................................................................................... 55
Bachelor of Business (Computer Systems Management) ...................................................... 55
Bachelor of Business (Electronic Commerce) ...................................................................... 55
Bachelor of Business (Electronic Commerce)/Bachelor of Arts (Multimedia) ...................... 56
Bachelor of Business (Electronic Commerce)/Bachelor of Science ...................................... 56
Bachelor of Business (Electronic Commerce/International Trade) ..................................... 57
Bachelor of Business (Electronic Commerce/Music Industry) ............................................ 57
Bachelor of Business (Electronic Commerce/Retail Management) ...................................... 58
Bachelor of Business (Electronic Commerce/Transport and Logistics) ................................ 58
Bachelor of Business (Information Systems) .......................................................................... 59
Bachelor of Business (Information Systems)/Bachelor of Arts ............................................. 59
Bachelor of Engineering/Bachelor of Business (Electronic Commerce) .............................. 60
Bachelor of Business (Honours) (Information Systems) ....................................................... 60
School of Law .......................................................................................................................... 61
Bachelor of Business (Commercial Law) ............................................................................. 61
Bachelor of Laws ..................................................................................................................... 61
Bachelor of Laws (Graduate Entry) ....................................................................................... 62
Undergraduate Subject Details ............................................... 79
School of Management ................................................................... 73
School of Applied Economics ....................................................... 159
Research Activities ........................................................................... 151
Bachelor of Laws/Bachelor of Arts ...................................................... 62
Bachelor of Laws/Bachelor of Business (Accounting) ......................... 63
Bachelor of Laws/Bachelor of Business (Applied Economics) ............. 64
Bachelor of Laws/Bachelor of Business (Banking and Finance) .......... 64
Bachelor of Laws/Bachelor of Business (Electronic Commerce) ....... 65
Bachelor of Laws/Bachelor of Business (Event Management) ............. 66
Bachelor of Laws/ Bachelor of Business (Human Resource Management) ........................................................................... 66
Bachelor of Laws/Bachelor of Business (International Trade) ......... 67
Bachelor of Laws/Bachelor of Business (Management) ................. 68
Bachelor of Laws/Bachelor of Business (Marketing) .......................... 68
Bachelor of Laws/Bachelor of Business (Music Industry) ................. 69
Bachelor of Laws/Bachelor of Business (Tourism Management) ....... 70
Bachelor of Laws/ Bachelor of Science ........................................ 70
Bachelor of Legal Practice Management ........................................ 71
Bachelor of Engineering/ Bachelor of Laws ..................................... 72
School of Management ................................................................... 73
Bachelor of Business (Human Resource Management) ..................... 73
Bachelor of Business (Management) ............................................. 73
Bachelor of Business (Management/Marketing) .......................... 74
Bachelor of Business (Service and Human Resource Management) .......... 74
Bachelor of Business (Service and Operations Management) ......... 75
Bachelor of Business (Strategic and Financial Management) ........... 75
Bachelor of Arts (Psychology)/Bachelor of Business (Human Resource Management) ........................................................................... 76
Bachelor of Arts (Sports Administration)/ Bachelor of Business .......... 76
Bachelor of Business (Honours) (Management) ................................ 77
Undergraduate Subject Details ............................................... 79
Postgraduate Studies ................................................................. 151
Research Activities ........................................................................... 151
Victoria Graduate School of Business ............................................. 153
Master of Business Administration ............................................. 153
Doctor of Business Administration ............................................. 153
Doctor of Philosophy ........................................................................ 154
Master of Business by Research .................................................. 154
School of Accounting and Finance ............................................... 155
Graduate Certificate in Accounting ............................................. 155
Master of Business (Accounting) .................................................. 155
Master of Business (Finance) ......................................................... 156
Master of Business (Professional Accounting) ................................ 156
Master of Business By Research .................................................. 157
Doctor of Philosophy ........................................................................ 157
School of Applied Economics ....................................................... 159
Graduate Certificate in Retail Management (Offshore) ...................... 159
Graduate Certificate in Statistics ...................................................... 159
Master of Business (Business Economics) ........................................ 159
Master of Business (Financial Risk Management) .......................... 160
Master of Business (Global Logistics and Transport) ..................... 160
Master of Business (International Music and Entertainment Business) ........................................................................... 161
Master of Business (International Trade) ......................................... 161
Master of Business (Retail Management) (Offshore) ....................... 162
Master of Business by Research ..................................................... 162
Doctor of Philosophy ........................................................................ 162
School of Hospitality, Tourism and Marketing .............................. 163
Master of Hospitality and Tourism Education ..................................... 163
Master of Business (Hospitality and Tourism Marketing) .............. 163
Master of Business (Hospitality and Tourism Management) ............. 164
Master of Business (Hospitality Management) ................................ 164
Master of Business (Hospitality Management) (Professional Practice) ........................................................................... 165
Master of Business (Marketing) ..................................................... 165
Master of Business (Sport Tourism) ............................................... 166
Master of Business (Tourism Management) ..................................... 167
Master of Business by Research ..................................................... 167
Doctor of Philosophy ........................................................................ 167
School of Information Systems .................................................. 169
Graduate Certificate in Enterprise Resource Planning Systems .......... 169
Graduate Diploma in Business Computing ...................................... 169
Graduate Diploma in Enterprise Resource Planning Systems .......... 169
Master of Business in Electronic Commerce and Marketing ............ 170
Masters of Business (Enterprise Resource Planning Systems) ............ 170
Master of Business (Information Systems) ........................................ 171
Master of Business By Research ..................................................... 172
Doctor of Philosophy ........................................................................ 172
School of Law ............................................................................... 173
Graduate Certificate in Australian Immigration Law ....................... 173
Graduate Diploma in Commercial Arbitration .................................. 173
Graduate Diploma in Notarial Practice ........................................... 173
Graduate Diploma in Superannuation Law and Practice .................. 174
Master of Comparative Commercial Law ....................................... 174
Master of Regulatory and Criminological Studies ............................ 175
Doctor of Juridical Science (SJD) ..................................................... 175
Master of Business by Research ..................................................... 176
Doctor of Philosophy ........................................................................ 176
School of Management ................................................................. 177
Graduate Diploma in Industrial Relations and Human Resource Management .................................................. 177
Master of Business (Event Management) ........................................ 177
Master of Business (Industrial Relations and Human Resource Management) .................................................. 178
Master of Business Management Practice ...................................... 178
Master of Contracting and Project Management ............................ 180
Master of Business by Research ..................................................... 180
Doctor of Philosophy ........................................................................ 180
Postgraduate Subject Details ....................................................... 181
Recognition of Learning – Pathways, Credit Transfer and RPL/RCC .......... 255
Recognition of Prior Learning (RPL) ............................................... 255
Recognition of Current Competency (RCC) ..................................... 256
Selection Criteria for Articulating Students – Faculty of Business and Law .................................................. 256
Admission, Enrolment and Academic Procedures and Regulations .......... 257
Admission and Selection ............................................................... 257
Admission Requirements ................................................................ 257
Application for Admission ............................................................ 259
Selection Procedures ................................................................. 261
Enrolment ................................................................. 262
Fees and Charges ................................................................. 264
Higher Education Contribution Scheme (HECS) ............................ 265
How to use this book
Welcome to the Faculty of Business and Law Handbook 2005. The Handbook is designed to provide students with detailed information on course structure, subject content, on-campus facilities and University regulations and procedures required for the successful completion of study.

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

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

Handbook on the web
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) 9919 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.

We have a commitment to excellence in teaching, research and professional development. Our approach provides students with a level of business and law education that prepares students to work in either an Australian and international context.

The Faculty of Business and Law includes the following Schools:

- 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. Most of our 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
- two support subjects designed to complement the specialist area of study
- eight elective subjects.

Law courses are structured slightly differently to the business degrees programs. They consist of 16 core legal subjects, five professional skills subjects and 11 elective law subjects.

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.

A distinguishing feature of the Faculty of Business and Law is the Centre for Work Integrated Learning. The Centre offers numerous work integrated learning programs which becomes a powerful advantage for Victoria University graduates.

Work integrated learning includes the well-established Co-operative Education program which is undertaken in the third year of a business degree. It involves 40 weeks of paid, full time work and provides students with the ability to hit the ground running in their new job.

There are also work integrated learning options for students undertaking the law program which are tailored to the needs of the law profession.

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 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 prescribed 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 former Records Office located in the heart of the law district at 295 Queen Street Melbourne.

Other Faculty of Business and Law courses are taught at Footscray Park, Werribee, Flinders St Melbourne and Sunbury.
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Undergraduate Studies

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/RCC', for more information.

Work Integrated Learning Requirements 2005

Rules for the Work Integrated Learning Subject (subject code: BBB 3333)
Satisfactory completion of the subject Co-operative Education requires participation in two distinct phases of the program:

1) the Work Integrated Learning Preparation Program undertaken in a student's second year of study (registration only is required), and
2) Co-operative Education Employment, which follows successful completion of Work Integrated Learning 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 Work Integrated Learning Preparation Program and subsequent Co-operative Employment as a compulsory element of the course:

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

1. The Work Integrated Learning Preparation Program
1.1 All second year Business students undertaking Co-operative Education must actively participate in the Work Integrated Learning Preparation Program. This includes:
   a) the requirement to submit a Work Integrated Learning Registration Form and resume at the appropriate standard by the due date each year;
   b) attend all lectures, seminars, careers expos and events designed specifically for the Work Integrated Learning Preparation Program;
   c) provide, maintain and regularly review their current student e-mail address for appropriate Work Integrated Learning communications.

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

2. Co-operative Employment
2.1 All 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 suitable Co-operative employment that meets the specified criteria (refer to the Work Integrated Learning 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 only undertake classroom coursework subjects whilst employed on Co-op and enrolled in the Co-operative Education subject with the prior approval of the Faculty Executive Officer, the Co-operative Education employer and the respective Work Integrated Learning Co-ordinator.

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 may either be in Australia, the home country of the international student, or any other country (depending on local visa regulations). International students who elect to undertake a Co-operative Education position in their home country may complete this requirement at the conclusion of their classroom coursework studies.

2.7 Full exemption from Co-operative Education may be given for appropriate documented work experience of two years duration or more within the 5 years prior to seeking an exemption. Partial exemption from Co-operative Education may be given to students with appropriate experience of less than two years or of a narrower breadth of experience than that which would permit a full exemption.
2.8 Students who are eligible to undertake co-operative employment however 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 Work Integrated Learning position prior to the HECS cut-off date must withdraw from their enrolment in these subjects and enrol in the subject Co-operative Education. Co-operative Education Co-ordinators will continue to seek appropriate positions for those students without confirmed positions prior to the HECS cut-off date in each subsequent semester.

2.9 Those students who do not attain suitable co-operative employment prior to the end of the academic program, through no fault of their own, must complete an approved supervised position equivalent to a standard Co-operative Education year, prior to becoming eligible to graduate.

2.10 Eligibility to graduate is contingent on completion of Co-operative Education to the required standard of the Faculty.

2.11 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-ordinator.

Optional Co-operative Education
The Work Integrated Learning Preparation Program and subsequent Co-operative Employment is an optional element of the course for all Bachelor of Business degrees, other than those listed in Section 1, and excluding degree courses in combination with the Bachelor of Laws or in combination with other Faculties.

1. Work Integrated Learning Preparation Program

1.1 To participate in Co-operative Education second year students enrolled in these courses must actively participate in the Work Integrated Learning Preparation Program which includes the requirement to submit a Work Integrated Learning 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 Work Integrated Learning Preparation Program and provide, maintain and regularly review their current student e-mail address for appropriate Work Integrated Learning 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-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 suitable Co-operative employment that meets the specified criteria (refer to the 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 only undertake classroom coursework subjects whilst employed on Co-op and enrolled in the Co-operative Education subject with the prior approval of the Faculty Executive Officer, the Co-operative Education employer and the respective Work Integrated Learning Co-ordinator.

2.6 International students (those without Australian permanent residential status) will liaise with the Melbourne based 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). International Students who elect to undertake a Co-operative Education position in their home country may complete this requirement at the conclusion of their class room course work studies.

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 Work Integrated Learning Preparation Program undertaken in a student’s second year of study (registration only is required), and

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

The following undergraduate degrees of the Faculty of Business and Law require completion of the Work Integrated Learning Program and subsequent Business Integrated Learning activities as a compulsory element of the course:

- Bachelor of Business in:
  - Event Management; and
  - Marketing/Event Management.

The subject Business Integrated Learning is optional in many other undergraduate degrees of the Faculty of Business and Law (refer to the Work Integrated Learning Handbook for full details).


To participate in Business Integrated Learning second year students must actively participate in the Work Integrated Learning Preparation Program which includes the requirement to submit a Work Integrated Learning 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 Work Integrated Learning Preparation Program and provide, maintain and regularly review their current student e-mail address for appropriate Work Integrated Learning 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-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-ordinator and follow the procedures set down for participation in this subject.

Co-operative Education Prizes

AUSTRALIA PACIFIC TOURING PRIZE
Best Tourism Co-operative Education Student

BSA PARTNERSHIP PRIZE
Best Accounting Co-operative Education Student

CENTRE FOR WORK INTEGRATED LEARNING PRIZES
Best Overall Work Integrated Learning Student
Best Information Systems Co-operative Education Student

CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT AUSTRALIA (VICTORIA) PRIZE
Best Global Logistics & Transport Co-operative Education Student

Exclusion and Progression Regulations

Satisfactory progress is defined as the successful completion of a minimum of half the normal course load in any calendar year and teaching period. In determining course progress a student’s course load as at:

- 31 March for Semester One, and
- 31 August for Semester Two, and
- the date set from time to time by the Vice-Chancellor for finalising enrolment with respect to the summer session, and
- the date set from time to time by the Vice-Chancellor for finalising enrolment with respect to the winter session,

will be considered.

Unsatisfactory progress is defined as:

a. 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.

Where a student has successfully completed all other subjects but has failed their final subject for degree completion administration of an additional component of assessment may be considered. Applications for additional assessment must be lodged at the Faculty Office within seven (7) working days of the publication of results.

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.

Defe­ment (Commencing Students)
Deferment will only be considered in exceptional circumstances. An application in writing must be lodged within seven days of an offer being made.
Faculty of Business and Law

Bachelor of Business (Year 1)

Course Objectives
The aim of the course is to provide students with a basic grounding in the principles and practice relevant to business in today's corporate world. It is anticipated that students will transfer into a prescribed business degree program thus deepening knowledge in particular areas and developing a specialist skill base.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. Students must complete core business subjects to the value of 120 credit points at the Sunbury or Werribee campus in order to transfer into a specialisation.

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 is required for graduation.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

plus sixteen subjects approved by the Course Coordinator and taken from other Bachelor of Business courses offered by the University.
School of Accounting and Finance

Bachelor of Business (Accounting)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Support Subjects
- BAO3306 Auditing
- BAO3307 Corporate Finance

Electives Eight approved electives.

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.

Bachelor of Business (Accounting/ Banking and Finance)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

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

Support Subjects
- BAO3306 Auditing
- BAO3307 Corporate Finance
- BLO2205 Corporate Law
- BLO2206 Taxation Law & Practice
Bachelor of Business (Accounting/Commercial Law)

No new student intake in 2005.

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Accounting
BAO1107 Accounting Information Systems
BAO2202 Financial Accounting
BAO2203 Corporate Accounting
BAO2204 Management Accounting
BAO3306 Auditing
BAO3307 Corporate Finance
BAO3309 Advanced Financial Accounting
BAO3312 Advanced Management Accounting

Specialisation Subjects – Commercial Law
BLO2205 Corporate Law
BLO2206 Taxation Law & Practice
BLO2300 Commercial Law
plus any three of the following:
BLO1452 Tourism Law
BLO2207 Employment Law
BLO2233 Health and Safety Law
BLO3250 Law on Insolvency
BLO3313 Advanced Taxation Law and Practice

Bachelor of Business (Accounting/Electronic Commerce)

No new student intake in 2005.

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Accounting
BAO1107 Accounting Information Systems
BAO2202 Financial Accounting
BAO2203 Corporate Accounting
BAO2204 Management Accounting
BAO3306 Auditing
BAO3307 Corporate Finance
BAO3309 Advanced Financial Accounting
BAO3312 Advanced Management Accounting

Specialisation Subjects – Electronic Commerce
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2149 Database Systems
BCO2502 Developing Electronic Commerce Systems
BCO3443 The Information Professional
BCO3150 Systems Implementation
Bachelor of Business (Accounting/Hospitality Management)

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.

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 Education year to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Accounting
BAO1107 Accounting Information Systems
BAO2204 Management Accounting
BAO2441 Personal Financial Planning
BAO3307 Corporate Finance
BAO3312 Advanced Management Accounting
BAO3403 Investment and Portfolio Management

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
BHO3501 Hospitality Facilities Planning and Development

Support Subjects
BAO3306 Auditing
BAO3307 Corporate Finance
BLO2205 Corporate Law
BLO2206 Taxation Law & Practice

Elective Four approved electives
Bachelor of Business
(Accounting/Information Systems)

Course Objectives
The course aim of the course is to provide students with a basic grounding in the principles and practices of managing accounting information systems.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

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

Support Subjects
- BAO3307 Corporate Finance
- BCO3149 Computer Project
- BCO3150 Systems Implementation

Elective One approved elective

Professional Recognition
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
(Banking & 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.

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.

Admission Requirement(s)
To qualify for admission 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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Support Subjects
- BAO1107 Accounting Information Systems
- BAO3307 Corporate Finance

Electives Eight approved electives

Professional Recognition
Successful completion of the course 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 (Banking and Finance/International Trade)

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.

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.

Admission Requirement(s)
To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 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 score of 6 and no individual band score less than 5.5.

Course Structure
Core Subjects
- BAO1101 Accounting for Decision Making
- BEO1103 Microeconomic Principles
- BEO1106 Business Statistics
- BLO1105 Business Law

Specialisation Subjects – Banking and Finance
- BAO3402 International Banking and Finance
- BEO3446 Financial Institutions and Monetary Theory
- BLO3405 Law of Financial Institutions and Securities

Specialisation Subjects – International Trade
- BEO1252 International Business Context
- BEO3432 Strategic International Trade Operations

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

Support Subjects – Accounting Information Systems
- BAO1107 Accounting Information Systems or
- BEO3500 Applied Economics Research Project

Prizes
The following prizes may be available to students:

AUSTRALASIAN INSTITUTE OF BANKING & FINANCE PRIZE
Best Graduating Student – Bachelor of Business in Banking & Finance

CPA AUSTRALIA PRIZES
Best First Year Student – Bachelor of Business in Accounting (Footscray Campus)
Best Second Year Student – Bachelor of Business in Accounting (Footscray Campus)
Best Graduating Student – Bachelor of Business in Accounting (Footscray Campus)
Best First Year Student – Bachelor of Business in Accounting (Werribee Campus)
Best Second Year Student – Bachelor of Business in Accounting (Werribee Campus)
Best Graduating Student – Bachelor of Business in Accounting (Werribee Campus)
Best Continuing Students – Master of Business in Professional Accounting
Best Graduating Student – Master of Business in Professional Accounting

HUNTSMANS CHEMICALS PRIZE
Best Second Year Student in the subject Management Accounting

JOHN WILEY & SONS AUSTRALIA LTD PRIZE
Best Student in the subject Accounting Information Systems

MACQUARIE BANK PRIZE
Best Second Year Student – Bachelor of Business in Banking & Finance

MCGRaw-HILL PRIZE
Best Student – Bachelor of Business in Accounting in the subject Financial Accounting

MYOB PRIZES
Best Student – Bachelor of Business in Accounting in the subject The Practising Accountant and Technology
Best Student – Master of Business in Professional Accounting in the subject Accounting Systems and Technology

PEARSON EDUCATION AUSTRALIA PRIZES
Best Final Year Student – Bachelor of Business in Accounting in the subject Auditing
Best Student – Bachelor of Business in Accounting in the subject Corporate Finance

SCHOOL OF ACCOUNTING AND FINANCE PRIZES
Best Student – Bachelor of Business in Accounting in the subject Corporate Accounting
Best Student – Bachelor of Business in Accounting in the subject Advanced Financial Accounting
Best Student – Bachelor of Business in Accounting in the subject Advanced Management Accounting
Best Student – Bachelor of Business in Banking and Finance in the subject International Banking and Finance
Best Student – Bachelor of Business in Banking and Finance in the subject Investment and Portfolio Management
Best Student – Bachelor of Business in Banking and Finance in the subject Credit and Lending Decisions

SOLUTION 6 PRIZE
Best Student – Master of Business in Professional Accounting in the subject Computerised Accounting Information Systems
School of Applied Economics

Bachelor of Business (Applied Economics)

Course Objectives
The course aims to develop a sound knowledge of economic principles, practices and analytical skills.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – Applied Economics
- BEO2250 Quantitative Methods for Economics and Business
- BEO2263 Macroeconomic Analysis
- BEO2264 Microeconomic Analysis
- BEO2283 Applied Regression Analysis
- BEO2284 Business Forecasting Methods
- BEO3366 Economic Policy and Research

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

Elective Eight approved electives

Bachelor of Business (Applied Economics/International Trade)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – Applied Economics
- BEO2250 Quantitative Methods for Economics and Business
- BEO2263 Macroeconomic Analysis
- BEO2264 Microeconomic Analysis
- BEO2283 Applied Regression Analysis
- BEO2284 Business Forecasting Methods
- BEO3366 Economic Policy and Research

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

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

Electives Two approved electives
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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Financial Risk Management
- BAO2441 Personal Financial Planning
- BAO3403 Investment and Portfolio Management
- BEO2401 Risk Management and Insurance
- BEO2431 Risk Management Models
- BEO3347 Planning for Long Term Wealth Creation
- BLO2206 Taxation Law & Practice

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

Electives
- Eight approved electives

Bachelor of Business (Financial Risk Management/Accounting)
(Offshore)

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. The course also aims to teach students the necessary skills to perform a wide range of accounting activities.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Financial Risk Management
- BAO2441 Personal Financial Planning
- BAO3403 Investment and Portfolio Management
- BEO2401 Risk Management and Insurance
- BEO2431 Risk Management Models
- BEO3347 Planning for Long Term Wealth Creation
- BLO2206 Taxation Law & Practice

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

Support Subjects
- BAO3306 Auditing
- BAO3307 Corporate Finance
- BEO2254 Statistics for Business and Marketing
- BEO3500 Applied Economics Research Project
Bachelor of Business
(Financial Risk Management/Banking and Finance) (Offshore)

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 education. The course also aims to teach students the necessary skills to perform a wide range of banking and finance activities.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Financial Risk Management
BAO2441 Personal Financial Planning
BAO3403 Investment and Portfolio Management
BAO2401 Risk Management and Insurance
BEO2431 Risk Management Models
BEO3347 Planning for Long Term Wealth Creation
BLO2206 Taxation Law & Practice

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

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

Bachelor of Business
(Financial Risk Management/Electronic Commerce)

No new student intakes in 2005.

Course Objectives
The course aims to provide students with a sound education in the principles and practice of risk management, data management and networked systems, with a focus on the relationship between risk management and the development of new computer based systems.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Financial Risk Management
BAO2441 Personal Financial Planning
BAO3403 Investment and Portfolio Management
BEO2401 Risk Management and Insurance
BEO2431 Risk Management Models
BEO3347 Planning for Long Term Wealth Creation
BLO2206 Taxation Law & Practice

Specialisation Subjects – Electronic Commerce
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2149 Database Systems
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation
BCO3443 The Information Professional

Support Subjects
BCO1147 Introduction to Programming Concepts
BCO3149 Computer Project
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project
Bachelor of Business (Financial Risk Management/Global Logistics and Transport) (Offshore)

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. The course also aims to train students in the economics and operations of global logistics and transport.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Financial Risk Management
BAO2441 Personal Financial Planning
BAO3403 Investment and Portfolio Management
BEO2401 Risk Management and Insurance
BEO2431 Risk Management Models
BEO3347 Planning for Long Term Wealth Creation
BLO2206 Taxation Law & Practice

Specialisation Subjects – Global Logistics and Transport
BEO3417 Finance of International Trade
BEO3418 Global Transport Economics
BEO3419 Airfreight Economics
BEO3432 Strategic International Trade Operations
BEO4123 Global Logistics
BLO2502 Transport Law

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

Electives Two approved electives.

Bachelor of Business (Financial Risk Management/International Trade)

Course Objectives
The course aims to provide students with a sound education in the principles and practice of risk management, international finance, marketing and the business context of international trade.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Financial Risk Management
BAO2441 Personal Financial Planning
BAO3403 Investment and Portfolio Management
BEO2401 Risk Management and Insurance
BEO2431 Risk Management Models
BEO3347 Planning for Long Term Wealth Creation
BLO2206 Taxation Law & Practice

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

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

Electives Two approved electives.
Bachelor of Business
(Global Logistics and Transport)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Global Logistics and Transport
BEO3417 Finance of International Trade
BEO3418 Global Transport Economics
BEO3419 Airfreight Economics
BEO3432 Strategic International Trade Operations
BEO4123 Global Logistics
BLO2502 Transport Law

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

Electives Eight approved electives.

Bachelor of Business
(Global Logistics and Transport/Accounting) (Offshore)

Course Objectives
The course aims to educate students in the economics and operations of global transport and logistics and accounting.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Global Logistics and Transport
BEO3417 Finance of International Trade
BEO3418 Global Transport Economics
BEO3419 Airfreight Economics
BEO3432 Strategic International Trade Operations
BEO4123 Global Logistics
BLO2502 Transport Law

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

Support Subjects
BAO3306 Auditing
BAO3307 Corporate Finance
BEO2254 Statistics for Business and Marketing
BEO3500 Applied Economics Research Project
Bachelor of Business  
(Global Logistics and Transport/International Trade) (Offshore)

Course Objectives
The course aims to educate students in the economics and operations of global transport and logistics and international trade.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – Global Logistics and Transport
- BEO3417 Finance of International Trade
- BEO3418 Global Transport Economics
- BEO3419 Airfreight Economics
- BEO3432 Strategic International Trade Operations
- BEO4123 Global Logistics
- BLO2502 Transport Law

Specialisation Subjects – International Trade
- BEO1252 International Business Context
- BEO3368 International Economic Theory
- BEO3430 International Economic Analysis
- BHO3373 International Marketing

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

Electives  Four approved electives.

Bachelor of Business  
(International Business)

Course Objectives
The course aims to provide an in-depth study of international business operations and management covering international trade, law, marketing, electronic commerce, finance and international management.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – International Business
- BAO3402 International Banking and Finance
- BCO2501 Electronic Commerce Business Interfaces
- BEO1252 International Business Context
- BHO3373 International Marketing
- BLB4141 International Trade Law
- BMO3352 International Management

Support Subjects
- BEO3432 Strategic International Trade Operations
- BEO3319 Asian Business Environment
- BEO2302 European Business Environment

Electives  Eight approved electives.

Semester Abroad Students in undertaking this course will normally undertake a semester abroad. The study abroad semester is intended to provide students with a ‘real’ international experience as part of their degree, which is particularly crucial if they are going to work for international corporations. In this semester abroad, students will normally study the equivalent of four subjects to be credited to their degree. These subjects may count towards the business core and/or specialization subjects, a major in language/culture studies, or other minorsmajors approved by the Course Co-ordinator.
Bachelor of Business (International Commerce) (Offshore)

Course Objectives
This course aims to provide students with a sound education in the principles and practice of business studies and improve learning through a fundamental application of a range of general business concepts and ideas aimed at ensuring successful engagement in the business world.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour  

General Business Subjects
Eight subjects from the following list approved by the Course Co-ordinator:
BAO2204 Management Accounting  
BAO3307 Corporate Finance  
BCO1141 Information Technology Management  
BCO2148 Systems Analysis  
BEO2254 Statistics for Business and Marketing  
BEO2558 Managerial Economics  
BHO1190 Introduction to Tourism  
BHO2251 Product and Pricing Strategy  
BLB3133 Comparative Commercial Law  
BLB2119 Corporations Law 1  
BMO3352 International Management  
BMO3421 Managing the Service Organisation

Electives Eight approved electives.

Bachelor of Business (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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour  

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

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

Elective Eight approved electives.
Bachelor of Business (International Trade/Retail Management)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Specialisation Subjects – Retail Management
BEO1185 Retail Management Principles
BEO2186 Distribution Management
BEO3257 Economics of Retailing
BEO3295 Retail Merchandise Management
BEO3406 Strategic Retailing
BHO3405 Electronic Retailing

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

Electives Two approved electives

Bachelor of Business (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. 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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

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

Electives Eight approved elective
* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.
Bachelor of Business (Music Industry/Event Management)

Course Objectives
The course aims to provide students with a sound education in the principles and practice of music industry and event management.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Specialisation Subjects – Event Management
- BHO2254 Tourism and Hospitality Marketing
- BHO2432 Introduction to Events
- BHO3494 Meetings, Conventions and Events
- BMO2531 Event Project Management
- BMO3422 Strategic Management

Support Subjects
- BEO3407 The Economics of Copyright and Music Publishing
- BEO3500 Applied Economics Research Project
- BHO3473 Human Relations
- BMO3421 Managing the Service Organisation

Electives One elective subject

Bachelor of Business (Retail Management)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Retail Management
- BEO1185 Retail Management Principles
- BEO2186 Distribution Management
- BEO3257 Economics of Retailing
- BEO3295 Retail Merchandise Management
- BHO3405 Electronic Retailing
- BEO3406 Strategic Retailing

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

Elective Eight approved electives.
* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.
Bachelor of Business (Retail Management/Marketing)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Retail Management
- BEO1185 Retail Management Principles
- BEO2186 Distribution Management
- BHO3405 Electronic Retailing
- BEO3406 Strategic Retailing
- BEO3257 Economics of Retailing
- BEO3295 Retail Merchandise Management

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

General Electives Two other approved electives
* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.

Bachelor of Arts (Asian Studies)/Bachelor of Business (International Trade)

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.

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 in this course. Students must complete 480 credit points to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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
- BLO1105 Business Law
- BMO1102 Management & Organisation Behaviour

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

Business Support Subjects
- 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 (6 subjects) major and an Asian Language major (6 subjects) plus one Arts elective.

Electives
Two other subjects approved by the Faculty of Arts or the Faculty of Business and Law.
Professional Recognition
This course is strongly supported by industry and professional organisations and is recognised by the Australian Institute of Export.

Bachelor of Business (Honours)
(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.

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.

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

Course Structure
BEO4403 Advanced Microeconomics
BEO4430 Business Research Methods
BEO4661 Advanced Macroeconomics
BEO4683 Applied Econometrics
BEO4400 Honours Research Thesis (Full-time)
or
BEO4401 Honours Research Thesis (Part-time)

Bachelor of Business (Honours)
(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.

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.

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

Course Structure
BEO4403 Advanced Microeconomics
BEO4430 Business Research Methods
BEO4661 Advanced Macroeconomics
BEO4683 Applied Econometrics
BEO4400 Honours Research Thesis (Full-time)
or
BEO4401 Honours Research Thesis (Part-time)

Bachelor of Business (Honours)
(Retail Management)

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

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.

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

Course Structure
BEO4430 Business Research Methods
BEO4572 Logistics
BEO4683 Applied Econometrics
BEO4400 Honours Research Thesis (Full-time)
or
BEO4401 Honours Research Thesis (Part-time)
plus one elective from an approved Postgraduate Diploma.

Prizes
ANZ BANKING GROUP PRIZE
Best Graduating Student – Bachelor of Business in International Trade
KEN BALDOCK PRIZE – CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT AUSTRALIA (VICTORIA)
Most Outstanding Student – Bachelor of Business in Global Logistics and Transport
NCR AUSTRALIA PRIZE
Best Student – Bachelor of Business in Retail Management in the subject Distribution Management
SCHOOL OF APPLIED ECONOMICS PRIZES
Best First Year Student – Bachelor of Business in Retail Management
Best First Year Student – Bachelor of Business in Music Industry
Best Graduating Student – Bachelor of Business in Applied Economics
Best First Year Student – Bachelor of Business in International Trade
Best Second Year Student – Bachelor of Business in International Trade
Best Postgraduate Student – Master of Business in Business Economics
Best Postgraduate Student – Master of Business in International Trade
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. This will enable graduates to be successful and effective managers in the events sector or any other chosen field they enter.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

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

Specialisation Subjects – Event Management
BHO3494 Meetings, Conventions and Events
BMO2342 Introduction to Events
BMO2531 Event Project Management
BMO3422 Strategic Management
BHO2254 Tourism and Hospitality Marketing

Support Subjects
BHO3473 Human Relations
BMO3421 Managing the Service Organisation

Electives
Eight approved electives.

* In addition students are required to complete BBB3111 Business Integrated Learning. Students may be permitted to undertake BBB3333 Co-operative Education as an alternative.

Bachelor of Business
(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.

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 Education year to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

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

Specialisation Subjects – Hospitality Management
BHO1110 Introduction to Hospitality
BHO1122 Food and Beverage Management II
BHO3500 Hospitality and Tourism Industry Project
BHO2282 Accommodation Management
BHO121 Food and Beverage Management I
BHO3501 Hospitality Facilities Planning and Development

Support Subjects
BAO1106 Accounting for Hospitality and Tourism Managers
BHO3473 Human Relations

Electives
Eight approved electives.

Professional Recognition
Hotel, Catering & Institutional Management Association (UK) Membership. In order to gain admission to the HCIMA (UK) one of the following must be undertaken as an elective: BMO3220 Human Resource Management or BMO3421 Managing the Service Organisation.
Bachelor of Business (Hospitality Management/Human Resource Management)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 Business Communication
- BMO1108 Management & Organisation Behaviour

Specialisation Subjects – Human Resource Management
- BLO2207 Employment Law
- BMO3322 Employee Relations Management
- BMO3324 Consulting & Counselling
- BMO3325 Human Resources Management Evaluation
- BMO3420 Human Resource Information Systems
- BMO3476 Training and Development

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
- BHO3501 Hospitality Facilities Planning and Development

Support Subjects
- BAO1106 Accounting for Hospitality and Tourism Managers
- BHO3473 Human Relations
- BMO1192 Business Communication
- BMO3220 Human Resource Management

Course Structure
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 & 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
- BHO3501 Hospitality Facilities Planning and Development

Specialisation Subjects – Event Management
- BHO2432 Introduction to Events
- BHO2254 Tourism and Hospitality Marketing
- BHO3494 Meetings, Conventions and Events
- BMO2531 Event Project Management
- BMO3405 Live Performance Management
- BMO3422 Strategic Management

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

Electives One approved elective
Bachelor of Business
(Hospitality/Tourism Management)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Core Subjects
- BAO1101 Accounting for Decision Making
- BEO1103 Microeconomic Principles
- BEO1104 Macroeconomic Principles
- BEO1106 Business Statistics
- BHO1171 Introduction to Marketing
- BLO1105 Business Law
- BMO1102 Management & Organisation Behaviour

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

Specialisation Subjects – Hospitality Management
- BHO1110 Introduction to Hospitality
- BHO1121 Food and Beverage Management I
- BHO1122 Food and Beverage Management II
- BHO2282 Accommodation Management
- BHO3507 Hospitality and Tourism Management Systems
- BHO3501 Hospitality Facilities Planning and Development

Support Subjects
- BAO1106 Accounting for Hospitality and Tourism Managers
- BHO2254 Tourism and Hospitality Marketing
- BHO3473 Human Relations

Electives One approved elective.

Bachelor of Business (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 numeric skills, computer literacy, emotional intelligence, cultural and social sensitivity, critical thinking, strategic planning and communication skills.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Hotel, Restaurant and Catering 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
- BHO3433 Food and Beverage Management III
- BHO3494 Meetings, Conventions and Events

Support Subjects
- BAO1106 Accounting for Hospitality and Tourism Managers
- BHO2254 Tourism and Hospitality Marketing
- BHO3473 Human Relations

Electives Two approved electives.
Bachelor of Business (Marketing)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Support Subjects
BEO2254 Statistics for Business and Marketing
BHO2285 Marketing Research

Electives
Eight approved electives.

* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.

Bachelor of Business (Marketing)/Bachelor of Arts (Psychology)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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
BLO1105 Business Law

Support Subjects
BEO2254 Statistics for Business and Marketing
BHO2285 Marketing Research

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

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

Specialisation Subjects – Arts
APP1012 Psychology 1A
APP1013 Psychology 1B
APP2013 Psychology 2A
APP2014 Psychology 2B
APP3011 Psychology 3A (full year subject)
APP3012 Psychology 3B (full year subject)

Arts Electives
6 subjects, within which an arts major must be pursued.
Bachelor of Business
(Marketing/Applied Economics)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Marketing
- BEO2186 Distribution Management
- 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 Economics
- BEO2250 Quantitative Methods for Economics and Business
- BEO2263 Macroeconomic Analysis
- BEO2264 Microeconomic Analysis
- BEO2283 Applied Regression Analysis
- BEO2284 Business Forecasting Methods
- BEO3366 Economic Policy and Research

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

Electives One approved elective.

* BBB1111 Business Integrated Learning is an additional optional unit of study within this course.

Bachelor of Business
(Marketing/Electronic Commerce)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Specialisation Subjects – Electronic Commerce
- 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 Computer Project
- BEO2254 Statistics for Business and Marketing
- BHO2285 Marketing Research
Bachelor of Business (Marketing/Event Management)

Course Objectives
The aim of the course is to provide students with a sound understanding of the principles and practices relevant to business, marketing and event management.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Event Management
- BHO2254 Tourism and Hospitality Marketing
- BHO2432 Introduction to Events
- BHO3494 Meetings, Conventions and Events
- BMO2531 Event Project Management
- BMO3405 Live Performance Management
- BMO3422 Strategic Management

Specialisation Subjects – Marketing
- BEO2186 Distributions Management
- 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
- BHO2285 Marketing Research
- BHO3473 Human Relations
- BMO3421 Managing the Service Organisation

* In addition students are required to complete the subject BBB3111 Business Integrated Learning. Students may be permitted to undertake BBB3333 Co-operative Education as an alternative.

Professional Recognition
Graduates from the course may be eligible to participate in relevant industry associations in the areas of meetings, convention and events, graduates could also be eligible for membership of other professional bodies such as the Australian Marketing Institute.

Bachelor of Business (Marketing/Hospitality Management)

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 industries. Students spend the third year of their degree working in industry, undertaking Co-operative Education.

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-operation 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 Education year to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

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
- BHO3501 Hospitality Facilities Planning and Development
Support Subjects
BAO1106  Accounting for Hospitality and Tourism Managers
BEO2254  Statistics for Business and Marketing
BHO2285  Marketing Research
BHO3473  Human Relations

Bachelor of Business
(Marketing/International Tourism)
(Offshore)

Course Objectives
The course combines components of the 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.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

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

Course Structure
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 & Organisation Behaviour

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

Specialisation Subjects – International Tourism
BHO1190  Introduction to Tourism
BEO1252  International Business Context
BHO2255  Tourism Enterprise Management
BHO2254  Tourism and Hospitality Marketing
BHO3438  Tourism in the Asia-Pacific Region
BHO3500  Hospitality and Tourism Industry Project

Support Subjects
BEO2254  Statistics for Business and Marketing
BHO2285  Marketing Research

Electives Two approved electives.

Bachelor of Business
(Marketing/International Trade)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Marketing
BEO2186  Distribution Management
BHO2250  Advertising and Public Relations
BHO2251  Product and Pricing Strategy
BHO2434  Consumer Behaviour
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

General Elective
One other approved elective.
Bachelor of Business (Marketing/Music Industry)

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 industries.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – Marketing
- BEO2186 Distribution Management
- 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
- BHO2403 Music Industry Marketing
- BEO3404 International Aspects of the Music Industry
- BLO2401 Music Industry Law
- BMO2402 Music Industry Management
- BMO3405 Live Performance Management

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BEO3407 The Economics of Copyright and Music Publishing
- BEO3500 Applied Economics Research Project
- BHO2285 Marketing Research

* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.

Bachelor of Business (Marketing/Tourism Management)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

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

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

Support Subjects
- BEO2254 Statistics for Business and Marketing
- BHO2254 Tourism and Hospitality Marketing
- BHO2285 Marketing Research
- BHO3473 Human Relations
Bachelor of Business
(Regional Tourism Management)
No new student intake in 2005.

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour
Specialisation Subjects – Regional Tourism Management
BHO1190 Introduction to Tourism
BHO1192 Travel Industry Management
BHO2300 Regional Tourism Management 1
BHO2255 Tourism Enterprise Management
BHO3300 Regional Tourism Management 2
BHO3500 Hospitality and Tourism Industry Project
Support Subjects
BAO1106 Accounting for Hospitality and Tourism Managers
BMO2271 Organisations
Electives Eight approved electives.

Bachelor of Business
(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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour
Specialisation Subjects – Tourism Management
BHO1190 Introduction to Tourism
BHO1192 Travel Industry Management
BHO2255 Tourism Enterprise Management
BHO3436 International Tourism Trends and Issues
BHO3437 Destination Planning and Development
BHO3500 Hospitality and Tourism Industry Project
Support Subjects
BHO2254 Tourism and Hospitality Marketing
BHO3473 Human Relations
Electives Eight approved electives.
* Tourism students are encouraged to undertake the subject BLO1452 Tourism Law as one of their electives.
**Bachelor of Business (Tourism Management)/Bachelor of Arts (Asian Studies)**

**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.

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

**Admission Requirement(s)**
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 score of 6 and no individual band score less than 5.5.

**Course Structure**

**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
- BLO1105 Business Law
- BMO1102 Management & Organisation Behaviour

**Specialisation Subjects – Tourism Management**
- BHO1190 Introduction to Tourism
- BHO1192 Travel Industry Management
- BHO2255 Tourism Enterprise Management
- BHO3437 Destination Planning and Development
- BHO3438 Tourism in the Asia-Pacific Region
- BHO3500 Hospitality and Tourism Industry Project

**Business 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 (7 subjects), an Asian Language major (6 subjects) and one Arts Elective.

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

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**Bachelor of Business (Tourism Management/Information Systems)**

No new student intake in 2005.

**Course Objectives**
The course provides students with a broad ranging program of study and learning aimed at satisfying the academic and professional requirements in both the tourism and information systems disciplines.

**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.

**Admission Requirement(s)**
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 score of 6 and no individual band score less than 5.5.

**Course Structure**

**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 & Organisation Behaviour

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

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

**Support Subjects**
- BAO1106 Accounting for Hospitality and Tourism Managers
- BCO3149 Computer Project
- BCO3150 Systems Implementation
- BMO2271 Organisations
Bachelor of Business (Tourism/Event Management)

Course Objectives
The 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.

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-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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

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

Specialisation Subjects – Event Management
- BHO2254 Tourism and Hospitality Marketing
- BHO2432 Introduction to Events
- BHO3494 Meetings, Conventions and Events
- BMO2531 Event Project Management
- BMO3405 Live Performance Management
- BMO3422 Strategic Management

Support Subjects
- BMO3421 Managing the Service Organisation
- BHO3473 Human Relations

Electives Two approved electives.

Bachelor of Business (Tourism Management)/Bachelor of Recreation 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 industry and a strong emphasis on the economic, social and cultural context of recreation management.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent. Each student must obtain 480 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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
- BLO1105 Business Law
- BMO1102 Management & Organisation Behaviour

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

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

Specialisation Subjects – Recreation Management
- HPR1101 Introduction to Recreation
- HPR1102 Leadership in Recreation
- HPR0131 Recreation Entrepreneurship
- HPR1105 Society and Leisure
- HPR1104 Communication Skills
- HPR1107 Field Experience Placement 3: Prof Practice
- HPR1204 Disability Awareness & Recreation
- HPR1202 Recreation Programming
- HPR1205 Recreation Career Development 1
Bachelor of Arts (Sports Administration)/Bachelor of Business (Event Management)

Course Objectives
The course aims to provide a sound education with a specialisation in the principles and practice of sports administration and general business management, with a particular focus on the management of major events.

Course Duration
The course is offered over four 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 five years full-time 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. If undertaking Co-operative Education, an additional 120 credit points is required for graduation.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

Business 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 & Organisation Behaviour

Specialisation Subjects – Event Management
- BHO2250 Advertising and Public Relations
- BHO2254 Tourism and Hospitality Marketing
- BMO2354 Conferences & Meetings Management
- BHO3473 Human Relations
- BHO3494 Meetings, Conventions and Events
- BMO3405 Live Performance Management
- BMO3421 Managing the Service Organisation
- BMO3422 Strategic Management

Specialisation Subjects – Sports Administration
- HPS1111 Sport, History and Culture
- HPS1113 Sport Administration Foundations 1
- HPS1115 Sport Politics and Society
- HPS1218 Sport Administration Foundations 2
- HPS1221 Sport Career Development 1
- HPS2111 Sport Sponsorship
- HPS3111 Sport Event Administration
- HPS3112 Sport Venue and Stadium Administration
- HPS3113 Ethics & Social Policy of Sport
- HPS3213 Sport Career Development 2
- HPS7045 Sport & the Media
- HPS7057 Sport Industry Research Project
- HPS7058 Sport Industry Development Program

Electives
- Two sport electives.
BHO2251 Product and Pricing Strategy
BHO2285 Marketing Research
BHO2434 Consumer Behaviour
BHO3254 Advanced Marketing Research
BHO3435 Marketing Planning and Strategy

Specialisation Subjects – Sports Administration
HPS1111 Sport, History and Culture
HPS1113 Sports Administration Foundation 1
HPS1115 Sports, Politics and Government
HPS1218 Sport Administration Foundations 2
HPS1221 Sport Career Development 1
HPS2111 Sport Sponsorship
HPS3111 Sport Event Administration
HPS3112 Sport Venue and Stadium Administration
HPS3113 Ethics and Social Policy in Sport
HPS3213 Sport Career Development 2
HPS7045 Sport and the Media
HPS7057 Sport Industry Research Project
HPS7058 Sport Industry Development Program

Electives
Two Sport electives.

Bachelor of Business (Honours) (Marketing)

No new student intake in 2005.

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.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. The Research Thesis has a value of 60 credit points. Each student must obtain 120 credit points through academic study to graduate.

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

Course Structure
BHO4742 Business Research Methods
BHO4573 Marketing Communications and Information Systems
BHO4667 Managerial Marketing
plus one approved elective taken from a Postgraduate Diploma
and
BHO4400 Honours Research Thesis (Full time)
or
BHO4401 Honours Research Thesis (Part time)

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:

(iv) 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.
(v) 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.
(vi) 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.
(vii) Essays are to be typed on one side only of standard 280mm x 205mm computer paper or A4 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:

AUSTRALIAN HOTELS ASSOCIATION J. MULCAHY MEMORIAL PRIZE
Best First Year Student – Bachelor of Business in Hospitality Management

AUSTRALIAN MARKETING INSTITUTE PRIZES
Best Graduating Student – Bachelor of Business in Marketing
Best Graduating Student – Master of Business in Marketing
HOTEL SOFITEL PRIZES
Best First Year Student – Bachelor of Business in Hospitality Management, with best combined mark in the subjects: Introduction to Hospitality; Food and Beverage Management 1
Best Second Year Student – Bachelor of Business in Hospitality Management, with best combined mark in the subjects: Food and Beverage Management 2; Accommodation Management
Best Final Year Student – Bachelor of Business in Hospitality Management, with best combined mark in the subjects: Hospitality and Tourism Industry Project; Hospitality Facilities Planning and Development

KEITH F. WILLIAMS PRIZE
Best Student in the subject Introduction to Marketing

MCGRAW-HILL PRIZE
Best Student in the subject Consumer Behaviour

MELBOURNE AIRPORT PRIZE
Best First Year Student – Bachelor of Business in Tourism Management

OCEAN SPIRIT CRUISES PRIZE
Best Postgraduate Tourism Student

RACV CLUB PRIZES
Best Graduating Student – Bachelor of Business in Hospitality/Tourism Management
Best Student in the subject Hospitality and Tourism Industry Project

RAY SIMONSEN PRIZE
Best Student in the subject Professional Wine & Beverage Studies

SCHOOL OF HOSPITALITY, TOURISM AND MANAGEMENT PRIZE
Best Student in the subject Advertising and Public Relations

SOMERSET SERVICED RESIDENCES PRIZE
Best Student in the subject Tourism and Hospitality Marketing

THE GROLLO GROUP PRIZE
Best First Year Student – Bachelor of Business in Event Management

WILLIAM BUCK PRIZE
Best Student – Bachelor of Business in Accounting/Hospitality Management
School of Information Systems

Bachelor of Business
(Computer Systems Management)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects — Computer Systems Management
BCO1041 Introduction to Programming
BCO1046 Computer Systems
BCO1048 Introduction to Business Systems Development
BCO2041 Systems Analysis and Design
BCO2043 Managing Network Integration
BCO2149 Database Systems

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

Electives Eight approved electives

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

Bachelor of Business
(Electronic Commerce)

Course Objectives
The course aims to establish a broad foundation of business related and specialist knowledge and competencies necessary for success in the emerging field of electronic commerce.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects — Electronic Commerce
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 Computer Project

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

General Electives
Five other approved electives.
Bachelor of Business (Electronic Commerce)/Bachelor of Arts (Multimedia)

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

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent. Each student must obtain 480 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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
BLO1105 Business Law
BMO1102 Management & Organisation Behaviour

Specialisation Subjects – Electronic Commerce
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3443 The Information Professional
BCO3150 Systems Implementation

Business Support Subjects
BCO1147 Introduction to Programming Concepts
BCO3149 Computer Project

Specialisation Subjects – Multimedia
ACCI04 Communication Studies A
ACCI04 Communication Studies B
ACM1001 Multimedia 1A
ACM1002 Multimedia 1B
ACM1003 Animation for Multimedia
ACM1004 Design for Multimedia
ACM2001 Multimedia 2A
ACM2002 Multimedia 2B
ACM3001 Multimedia 3A
ACM3002 Multimedia 3B
ACP2062 Editing and Publishing
One 2nd Year Communication Studies Subjects
One 3rd Year Communication Studies Subjects

Electives Two approved subjects

Bachelor of Business (Electronic Commerce)/Bachelor of Science

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 the appropriate field of science and of business. The double degree course will equip graduates with the skills to obtain employment in business and government, in major scientific organizations and elsewhere.

Course Duration
The course is offered over four years on a full-time basis or part time equivalent. Each student must obtain 480 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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
BLO1105 Business Law
BMO1102 Management & Organisation Behaviour

Specialisation Subjects – Electronic Commerce
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3443 The Information Professional
BCO3150 Systems Implementation

Specialisation Subjects – Science
SBF1310 Biology 1
SBF1320 Biology 2
SCS1006 Chemistry 1
SMA1110 Mathematics 1
SMA1120 Mathematics 2
plus 150 credit points from the appropriate year level of the Science specialisation. Students should consult the Faculty of Science, Engineering and Technology regarding science subjects.
Bachelor of Business (Electronic Commerce/International Trade)

Course Objectives
This course aims to develop knowledge and competencies in trade and electronic technology within a global commerce context.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – Electronic Commerce
- 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
- BHO3373 International Marketing
- BEO3417 Finance of International Trade
- BEO3430 International Economic Analysis
- BEO3432 Strategic International Trade Operations

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)

Course Objectives
This course aims to develop knowledge and competencies in entertainment and electronic technologies within global commerce.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

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 & Organisation Behaviour

Specialisation Subjects – Electronic Commerce
- 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
- BEO3404 International Aspects of the Music Industry
- BHO2403 Music Industry Marketing
- BLO2401 Music Industry Law
- BMO2402 Music Industry Management
- BMO3405 Live Performance Management

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

* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.
Bachelor of Business (Electronic Commerce/Retail Management)

No new student intake in 2005.

Course Objectives
The course aims to provide students with a broad program of study and learning that satisfies the academic and professional requirements in retail management and electronic commerce. This 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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Electronic Commerce
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
BEO3257 Economics of Retailing
BEO3295 Retail Merchandise Management
BEO3406 Strategic Retailing
BHO3405 Electronic 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/Transport and Logistics)

No new student intake in 2005.

Course Objectives
The course aims to provide a sound education in the principles and practices of the discipline areas of electronic commerce and transport and logistics.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Specialisation Subjects – Electronic Commerce
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interface
BCO2502 Developing Electronic Commerce Systems
BCO3150 Systems Implementation
BCO3443 The Information Professional

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

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

Support Subjects
- BCO3149 Computer Project
- BCO3150 Systems Implementation

Elective
- Eight approved electives

Bachelor of Business (Information Systems)/Bachelor of Arts

No new student intake in 2005.

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.

Course Duration
The course is offered over 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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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
- BLO1105 Business Law
- BMO1102 Management & Organisation Behaviour

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

Specialisation Subjects – 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 or Communication Skills and 2 Arts Electives

Elective
- Two further electives chosen from subjects offered by either the Faculty of Arts or the Faculty of Business and Law, as approved by the appropriate Course Co-ordinator.
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 business specialisation together with an appropriate field of engineering. The course will equip graduates to obtain employment in business, government, and in major engineering organisations.

Course Duration  
The course is offered over five years on a full-time basis or part-time equivalent. Each student must obtain 600 credit points through academic study to graduate.

Admission Requirement(s)  
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 score of 6 and no individual band score less than 5.5.

Course Structure  
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
- BLO1105 Business Law
- BMO1102 Management & Organisation Behaviour

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

Business Support Subjects
- BCO1147 Introduction to Programming Concepts
- BCO3149 Computer Project

Engineering subjects
Students must obtain 360 credit points from the appropriate level of the Engineering specialisation. Students should consult the Faculty of Science, Engineering and Technology regarding engineering subjects.

Bachelor of Business (Honours) (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; and provide students with specialist knowledge and skills in the area of research.

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.

Admission Requirement(s)  
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 Structure  
Three subjects from:
- BCO4501 Business Process Engineering
- BCO4601 Current Issues in Information Systems
- BCO4603 Enterprise Resource Planning Systems
- BCO4646 Systems Support Programming
- BCO4641 User Computing
- BCO4642 Systems Development
- BCO4643 Knowledge Engineering
- BCO4644 Object Oriented Programming and Design
- BCO4645 Internetworking Systems
- BCO4646 Systems Support Programming
- BCO4653 Management of Information Technology
- BCO4654 Database Design
- BCO4656 IT Project Management
- BCO4658 Internet Commerce
- BCO4659 Executive and Mobile Computing
- BCO4660 Enterprise Electronic Commerce
- BCO4661 Enterprise Resource Planning Systems Implementation
- BCO4662 Small Business Information and Internet Systems
- BCO4672 The Information Systems Professional
- BCO4673 Usability Design for E-Business
- BCO4676 Business Research Methods
- BCO4701 Research Project (Information Systems)

Prizes  
The following prizes may be available to students:

SCHOOL OF INFORMATION SYSTEMS PRIZES
- Best Graduating Student – Bachelor of Business in Information Systems
- Best Graduating Student – Bachelor of Business in Computer Systems
- Best Graduating Student – Bachelor of Business in Electronic Commerce
- Best Computing Project
- Best Graduating Student – Graduate Diploma in Business Computing
- Best Graduating Student – Master of Business in Information Systems
- Best Graduating Student – Master of Business in Enterprise Resource Planning Systems
Bachelor of Business
(Commercial Law)

No new student intake in 2005.

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.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Commercial Law
- BLO2206 Taxation Law & Practice
- BLO2300 Commercial Law
- BLO2205 Corporate Law
- plus any three of the following:
  - BLO1452 Tourism Law
  - BLO2207 Employment Law
  - BLO2233 Health and Safety Law
  - BLO3250 Law of Insolvency
  - BLO3351 Legal Topics A
  - BLO3352 Legal Topics B
  - BLO3313 Advanced Taxation Law and Practice
  - BLO3332 Administrative Law
  - BLO3405 Law of Financial Institutions and Securities

Electives
- Ten approved electives
** BBB3111 Business Integrated Learning is an additional optional unit of study within this course.

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. The course aims to produce intellectually well rounded law graduates who have the professional and academic skills required to work in a variety of legal settings. To provide students with a range of legal professional skills, such as advocacy, ethical judgment, communication, legal research and writing, interviewing and negotiation and relevant legal professional computing skills. To provide specialised education and skills in core areas of law as well as in various areas of commercial law, especially those which have a comparative dimension. To provide graduates with such other attributes and competencies as would be expected of law graduate from an Australian Law School and to satisfy the academic requirements for admission to legal practice in Victoria.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1114 Legal Research Methods
- BLB1113 Australian Administrative Law
- 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
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
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. The course also aims to satisfy the academic requirement for admission to practice as a legal practitioner in Victoria.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent. All undergraduate degree subjects carry a value of 15 credit points. Each student must obtain 360 credit points through academic study to graduate.

Admission Requirement(s)
Students will be selected into this course on their performance in their prior studies at Undergraduate level and Postgraduate level. It would normally be expected that students have performed at least at H2A or Distinction level in their prior Undergraduate studies. Postgraduate studies will be evaluated according to the nature of the relevant degree.

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 score of 6 and no individual band score less than 5.5.

Bachelor of Laws/Bachelor of Arts

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

### Course Structure

**Compulsory Law Subjects**

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject</th>
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<tbody>
<tr>
<td>BLB1101</td>
<td>Australian Legal System in Context</td>
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<tr>
<td>BLB1102</td>
<td>Contracts 1</td>
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<tr>
<td>BLB1114</td>
<td>Legal Research Methods</td>
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<td>BLB1115</td>
<td>Torts</td>
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<tr>
<td>BLB3130</td>
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<td>Lawyers and Legal Ethics</td>
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<td>Taxation Law</td>
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<td>BLB4136</td>
<td>Equity and Trusts</td>
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<tr>
<td>BLB4139</td>
<td>Evidence</td>
</tr>
</tbody>
</table>

**Arts Subjects**

- 6 major sequence subjects
- 4 sub-major sequence subjects
- 3 Arts electives

**Electives**

One approved Business and Law elective.

### Bachelor of Laws/Bachelor of Business (Accounting)

#### 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.

### 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.

### Admission Requirement(s)

To qualify for admission to the course an applicant must have successfully completed a course of study at year 12 level or equivalent.
Bachelor of Laws/Bachelor of Business (Applied Economics)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1114 Legal Research Methods
BLB1113 Australian Administrative Law
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
BLB3131 Lawyers and Legal Ethics
BLB3134 Taxation Law
BLB3130 Interviewing and Negotiation Skills
BLB4136 Equity and Trusts
BLB4139 Evidence

Law Prescribed list – select three subjects
BLB2123 Trade Practices Law and Policy
BLB3129 Intellectual Property Law
BLB3132 Securities Law
BLB3133 Comparative Commercial Law
BLB3136 Family Law in Society
BLB4135 Australian Employment Law
BLB4137 Asian Legal Systems
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation
BLB4138 Conflict of Laws
BLO2500 Environmental Law

Bachelor of Business Core
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 & Organisation Behaviour

Specialisation Subjects – Applied Economics
BEO2250 Quantitative Methods for Economics and Business
BEO2254 Statistics for Business and Marketing
BEO2263 Macroeconomic Analysis
BEO2264 Microeconomic Analysis
BEO2283 Applied Regression Analysis
BEO2284 Business Forecasting Methods
BEO3366 Economic Policy and Research
BEO3500 Applied Economics Research Project
Electives One approved elective.

Bachelor of Laws/Bachelor of Business (Banking and Finance)

Course Objectives
The course aims to provide graduates with the necessary knowledge and skills to manage a wide range of legal and financial activities in addition to development of a sound education. The course also aims to satisfy the academic requirements for admission to practice as a legal practitioner in Victoria.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
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BLB1102 Contracts 1
BLB1114 Legal Research Methods
BLB1113 Australian Administrative Law
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BLB1117 Contracts 2
BLB1118 Constitutional Law
BLB2119 Corporations Law 1
BLB2120 Legal Writing and Drafting
BLB2121 Legal Theory
BLB2123 Trade Practices Law and Policy
BLB3129 Intellectual Property Law
BLB3132 Securities Law
BLB3133 Comparative Commercial Law
BLB3136 Family Law in Society
BLB4135 Australian Employment Law
BLB4137 Asian Legal Systems
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation
BLB4138 Conflict of Laws
BLO2500 Environmental Law

Bachelor of Business Core
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 & Organisation Behaviour

Specialisation Subjects – Applied Economics
BEO2250 Quantitative Methods for Economics and Business
BEO2254 Statistics for Business and Marketing
BEO2263 Macroeconomic Analysis
BEO2264 Microeconomic Analysis
BEO2283 Applied Regression Analysis
BEO2284 Business Forecasting Methods
BEO3366 Economic Policy and Research
BEO3500 Applied Economics Research Project
Electives One approved elective.
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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

**Compulsory Law Subjects**
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1114 Legal Research Methods
- BLB1116 Australian Administrative Law
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB1119 Corporations Law 1
- BLB1120 Legal Writing and Drafting
- BLB1121 Legal Theory
- BLB1122 Advocacy and Communication
- BLB1123 Trade Practices Law and Policy
- BLB1124 Corporations Law 2
- BLB1125 Real Property Law
- BLB1126 Federal Constitutional Law
- BLB1127 Dispute Resolution and Civil Procedure
- BLB1128 Criminal Law
- BLB1129 Intellectual Property Law
- BLB1130 Interviewing and Negotiation Skills
- BLB1131 Lawyers and Legal Ethics
- BLB1134 Taxation Law
- BLB1135 Australian Employment Law
- BLB1136 Family Law in Society
- BLB1137 Asian Legal Systems
- BLB1138 Conflict of Laws
- BLB1139 Evidence

**Law Prescribed list – select three subjects**
- BLB2123 Trade Practices Law and Policy
- BLB2124 Corporations Law 2
- BLB2125 Real Property Law
- BLB2126 Federal Constitutional Law
- BLB2127 Dispute Resolution and Civil Procedure
- BLB2128 Criminal Law
- BLB2129 Intellectual Property Law
- BLB2130 Interviewing and Negotiation Skills
- BLB2131 Lawyers and Legal Ethics
- BLB2134 Taxation Law
- BLB3127 Dispute Resolution and Civil Procedure
- BLB3128 Criminal Law
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB3135 Australian Employment Law
- BLB3136 Family Law in Society
- BLB3137 Asian Legal Systems
- BLB3138 Conflict of Laws
- BLB3139 Evidence

**Bachelor of Business Core**
- 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 & Organisation Behaviour

**Specialisation Subjects – Banking and Finance**
- BAO1107 Accounting Information Systems
- BAO3307 Corporate Finance
- BAO3402 International Banking and Finance
- BAO3403 Investment and Portfolio Management
- BAO3404 Credit and Lending Decisions
- BEO3446 Financial Institutions and Monetary Theory
- BEO3447 Commercial Banking and Finance
- BLO3405 Law of Financial Institutions and Securities

**Electives**
- One approved elective.

**Professional Recognition**
It is expected that students will be eligible for membership of the Australian Institute of Banking and Finance as Senior Associates. Graduates would also be eligible to become members of the Law Institute of Victoria.

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

**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.
Specialisation Subjects – Electronic Commerce
BCO1147 Introduction to Programming Concepts
BCO2149 Database Systems
BCO2500 Electronic Commerce Technologies
BCO2501 Electronic Commerce Business Interfaces
BCO2502 Developing Electronic Commerce Systems
BCO3149 Computer Project
BCO3150 Systems Implementation
BCO3443 The Information Professional
Electives One approved elective

Bachelor of Laws/Bachelor of Business (Event Management)

Course Objectives
The course aims to provide graduates with the necessary knowledge and skills to manage a wide range of legal and event management activities in addition to developing a sound education. The course also aims to satisfy the academic requirement for admission to practice as a legal practitioner in Victoria.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1114 Legal Research Methods
BLB1113 Australian Administrative Law
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
BLB3131 Lawyers and Legal Ethics
BLB3134 Taxation Law
BLB3130 Interviewing and Negotiation Skills
BLB4136 Equity and Trusts
BLB4139 Evidence

Law Prescribed list – select three subjects
BLB2123 Trade Practices Law and Policy
BLB3129 Intellectual Property Law
BLB3132 Securities Law
BLB3133 Comparative Commercial Law
BLB3136 Family Law in Society
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
BLO2500 Environmental Law

Bachelor of Business Core
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 & Organisation Behaviour

Specialisation Subjects – Event Management
BHO2254 Tourism and Hospitality Marketing
BHO2432 Introduction to Events
BHO3494 Meetings, Conventions and Events
BMO2531 Event Project Management
BMO3405 Live Performance Management
BMO3421 Managing the Service Organisation
BMO3422 Strategic Management
BHO3473 Human Relations
Elective One approved elective.

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

Course Objectives
The course will allow students to combine areas of study that have significant synergies. The 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.

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 600 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.
Bachelor of Laws/Bachelor of Business (International Trade)

Course Structure

Compulsory Law Subjects
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1114 Legal Research Methods
- BLB1113 Australian Administrative Law
- 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
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB3130 Interviewing and Negotiation Skills
- BLB4136 Equity and Trusts
- BLB4139 Evidence

Law Prescribed list – select three subjects
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB3136 Family Law in Society
- BLB4137 Asian Legal Systems
- BLB4139 Evidence

Bachelor of Business Core
- 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 & Organisation Behaviour

Specialisation Subjects – Human Resource Management
- BLO2207 Employment Law
- BMO1192 Business Communication
- BMO3220 Human Resource Management
- BMO3323 Employee Relations Management
- BMO3324 Consulting & Counselling
- BMO3420 Human Resource Information Systems
- BMO3476 Training and Development
- BMO3325 Human Resources Management Evaluation

Elective One approved elective.

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 degree will prepare graduates for employment in law, business and government, in the trade sector, at the Bar and elsewhere.

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.

Admission Requirement(s)

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 score of 6 and no individual band score less than 5.5.

Course Structure

Compulsory Law Subjects
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- BLB1113 Australian Administrative Law
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
- BLB2119 Corporations Law 1
- BLB2120 Legal Writing and Drafting
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- BLB2122 Advocacy and Communication
- BLB2124 Corporations Law 2
- BLB2125 Real Property Law
- BLB2126 Federal Constitutional Law
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- BLB3128 Criminal Law
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB3130 Interviewing and Negotiation Skills
- BLB4136 Equity and Trusts
- BLB4139 Evidence

Law Prescribed list – select three subjects
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB3136 Family Law in Society
- BLB4137 Asian Legal Systems
- BLB4138 Conflict of Laws
- BLB4140 Privacy and Media Law
Bachelor of Laws/Bachelor of Business (Management)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Electives
One approved elective.

Bachelor of Laws/Bachelor of Business (Marketing)

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.

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.
Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1114 Legal Research Methods
- BLB1113 Australian Administrative Law
- BLB1115 Torts
- BLB1117 Contracts 2
- BLB1118 Constitutional Law
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- BLB2122 Advocacy and Communication
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- BLB3128 Criminal Law
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB3130 Interviewing and Negotiation Skills
- BLB4136 Equity and Trusts
- BLB4139 Evidence

Prescribed list — select three subjects
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB3136 Family Law in Society
- 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
- BLO2500 Environmental Law

Bachelor of Business Core
- 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 & Organisation Behaviour

Specialisation Subjects — Marketing
- BEO2186 Distribution Management
- BHO2250 Advertising and Public Relations
- BHO2251 Product and Pricing Strategy
- BEO2254 Statistics for Business and Marketing
- BHO2285 Marketing Research
- BHO2434 Consumer Behaviour

BHO3435 Marketing Planning and Strategy
BHO3254 Advanced Marketing Research
Electives One approved elective

Bachelor of Laws/Bachelor of Business (Music Industry)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1114 Legal Research Methods
- BLB1113 Australian Administrative Law
- 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
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB3130 Interviewing and Negotiation Skills
- BLB4136 Equity and Trusts
- BLB4139 Evidence

Law Prescribed list — select three subjects
- BLB2123 Trade Practices Law and Policy
- BLB3129 Intellectual Property Law
- BLB3132 Securities Law
- BLB3133 Comparative Commercial Law
- BLB3136 Family Law in Society
- BLB4135 Australian Employment Law
FACULTY OF BUSINESS AND LAW

BLB4137 Asian Legal Systems
BLB4140 Privacy and Media Law
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation
BLB4138 Conflict of Laws
BLO2500 Environmental Law

Bachelor of Business Core
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 & Organisation Behaviour

Specialisation Subjects – Music Industry
BEO2400 Music Industry Economics
BEO3404 International Aspects of the Music Industry
BEO3407 The Economics of Copyright and Music Publishing
BEO3500 Applied Economics Research Project
BHO2403 Music Industry Marketing
BLO2401 Music Industry Law
BMO2402 Music Industry Management
BMO3405 Live Performance Management

Electives One approved elective

Bachelor of Laws/Bachelor of Business (Tourism Management)

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Compulsory Law Subjects
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1114 Legal Research Methods
BLB1113 Australian Administrative Law
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
BLB3131 Lawyers and Legal Ethics
BLB3134 Taxation Law
BLB3130 Interviewing and Negotiation Skills
BLB4136 Equity and Trusts
BLB4139 Evidence

Law Prescribed list – select three subjects
BLB2123 Trade Practices Law and Policy
BLB3129 Intellectual Property Law
BLB3132 Securities Law
BLB3133 Comparative Commercial Law
BLB3136 Family Law in Society
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
BLO2500 Environmental Law

Bachelor of Business Core
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 & Organisation Behaviour

Specialisation Subjects – Tourism Management
BHO1190 Introduction to Tourism
BHO1192 Travel Industry Management
BHO2255 Tourism Enterprise Management
BHO2254 Tourism and Hospitality Marketing
BHO3436 International Tourism Trends and Issues
BHO3437 Destination Planning and Development
BHO3473 Human Relations
BHO3500 Hospitality and Tourism Industry Project

Electives One approved elective.

Bachelor of Laws/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 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.

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.
Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

**Compulsory Law Subjects**
- BLB1101 Australian Legal System in Context
- BLB1102 Contracts 1
- BLB1113 Australian Administrative Law
- 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
- BLB3130 Interviewing and Negotiation Skills
- BLB3131 Lawyers and Legal Ethics
- BLB3134 Taxation Law
- BLB3136 Family Law in Society
- BLB4136 Equity and Trusts
- BLB4141 International Trade Law
- BLB4142 Advanced Legal Research Dissertation

**Science Subjects**
Students must obtain 270 credit points from the appropriate level of the Science specialisation. Information regarding the Science subjects can be obtained from the Faculty of Science, Engineering and Technology.

Bachelor of Legal Practice

Management

Course Objectives
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.

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

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure

**Compulsory Subjects**
- BAO1101 Accounting for Decision Making
- BCO1102 Information Systems for Business
- BLO1105 Business Law
- BLO2300 Commercial Law
- BMO1102 Management and Organisation Behaviour
- BMO1110 Managing Knowledge
- BMO1192 Business Communication
- BMO2181 Operations Management
- BMO3220 Human Resource Management
- BMO3320 Interpersonal and Organisational Negotiation
- BMO3326 Public Administration
- BMO3327 Organisational Change and Development
- BMO3422 Strategic Management

**Electives**
Eleven subjects selected by the student, with the approval of the Course Co-ordinator, from:
- BLO2205 Corporate Law
- BLO2206 Taxation Law and Practice
- BLO2207 Employment Law
- BLO2406 Cyber Law
- BLO2500 Environment Law
- BLO2501 Land Law
- BLB3136 Family Law in Society
- BLO3250 Law of Insolvency
- BLO3332 Administrative Law
- BLO3405 Law of Financial Institutions and Securities
- BLB1114 Legal Research Methods
- BLB2123 Trade Practices Law and Policy
- BLB3132 Securities Law
- BLB4137 Asian Legal Systems
- BLB4141 International Trade Law

Any other relevant subject offered by the Faculty of Business and Law
* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.
Bachelor of Engineering/ Bachelor of Laws

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 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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score less than 5.5.

Course Structure
Law Subjects
BLB1101 Australian Legal System in Context
BLB1102 Contracts 1
BLB1114 Legal Research Methods
BLB1113 Australian Administrative Law
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 Negotiation Skills
BLB3131 Lawyers and Legal Ethics
BLB3134 Taxation Law
BLB3136 Family Law in Society
BLB4136 Equity and Trusts
BLB4139 Evidence
BLB4141 International Trade Law
BLB4142 Advanced Legal Research Dissertation

Engineering Subjects
Students must obtain 360 credit points from the appropriate level of the Engineering specialisation.

Prizes
The following prizes may be available to students:
BOOTH MEDAL
Best First Year Student – Bachelor of Laws
LAW BOOK COMPANY PRIZES
Best Student in the subject Corporations Law 1
Best Student in the subject Legal Writing and Drafting
Best Student in the subject Legal Theory
Best Student in the subject Advocacy and Communication
Best Student in the subject Real Property Law
Best Student in the subject Federal Constitutional Law
LEXIS NEXIS AUSTRALIA PRIZES
Best Student in the subject Law Discrimination and Society
Best Student in the subject Administrative Law
Best Student in the subject Australian Legal Systems in Context
Best Student in the subject Constitutional Law
Best Student in the subject Contracts 2
Best Students in the subject Legal Research Methods
PETER CHARLES JOHNSON PRIZE
Best Student in the subject Contracts 1
SLATER AND GORDON PRIZE
Best Student in the subject Torts
Bachelor of Business
(Human Resource Management)

Course Objectives
The course will provide students with the opportunity to specialise in human resource management while still able to select electives in the more generic management and vocational fields of industrial relations and management - service and operations

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.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Human Resource Management
- BLO2207 Employment Law
- BMO3323 Employee Relations Management
- BMO3324 Consulting & Counselling
- BMO3325 Human Resources Management Evaluation
- BMO3420 Human Resource Information Systems
- BMO3476 Training and Development

Support Subjects
- BMO1192 Business Communication
- BMO3220 Human Resource Management

Recommended Electives
- BMO3320 Interpersonal and Organisational Negotiation
- BMO3327 Organisational Change and Development.

* plus six other approved electives

Bachelor of Business
(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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Course Structure
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 & Organisation Behaviour

Specialisation Subjects – Management
- BMO1192 Business Communication
- BMO2181 Operations Management
- BMO3292 Business Ethics
- BMO3320 Interpersonal & Organisational Negotiation
- BMO3422 Strategic Management
- BMO4422 Innovation and Entrepreneurship

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

Electives
Eight approved electives

* BBB3111 Business Integrated Learning is an additional optional unit of study within this course.
Bachelor of Business (Management/Marketing)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Course Structure
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 & Organisation Behaviour

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

Specialisation Subjects – Service Management
- BHO3432 Services Marketing
- BMO1110 Managing Knowledge
- BMO2181 Operations Management
- BMO2354 Conferences and Meetings Management
- BMO3320 Interpersonal & Organisational Negotiation
- BMO3421 Managing the Service Organisation

Specialisation Subjects – Human Resource Management
- BLO2207 Employment Law
- BMO3323 Employee Relations Management
- BMO3324 Consulting & Counselling

Bachelor of Business (Service and Human Resource Management)

Course Objectives
The course aims to provide a sound education in relevant service and human resource management theories and develop strong vocational skills in training and development, negotiation, knowledge management, employee relations as well as strong personal, interpersonal and organisational attributes.

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.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Course Structure
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
- BMO3320 Interpersonal & Organisational Negotiation
- BMO3421 Managing the Service Organisation

Specialisation Subjects – Human Resource Management
- BLO2207 Employment Law
- BMO3323 Employee Relations Management
- BMO3324 Consulting & Counselling
- BMO3325 Human Resources Management Evaluation
- BMO3420 Human Resource Information Systems
- BMO3476 Training and Development

Support Subjects
Two support subjects for Human Resource Management as follows:
- BMO1192 Business Communication
- BMO3220 Human Resource Management
- or
- Two subjects for Service Management as follows:
  - BMO3327 Organisational Change and Development
  - BMO3422 Strategic Management

Two support subjects for Marketing as follows:
- BEO2254 Statistics for Business and Marketing
- BHO2285 Marketing Research
- * BBB3111 Business Integrated Learning is an additional optional unit of study within this course.
Specialisation Subjects – Service Management
BMO1110 Managing Knowledge
BMO2181 Operations Management
BMO2354 Conferences and Meetings Management
BMO3421 Interpersonal & Organisational Negotiation
BMO3432 Services Marketing

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

Support Subjects

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 & Organisation Behaviour

Specialisation Subjects – Administrative Management
BMO1110 Managing Knowledge
BMO1192 Business Communication
BMO2181 Operations Management
BMO2354 Conferences and Meetings Management
BMO3320 Interpersonal & Organisational Negotiation
BMO3421 Managing the Service Organisation
BMO3422 Strategic Management

Specialisation Subjects – Operations Management
BMO2181 Operations Management
BMO2184 Operations Support Systems
BMO2283 Supply Chain Management
BMO3352 International Management
BMO3381 Manufacturing Decision Analysis
BMO4422 Innovation and Entrepreneurship

Support Subjects

Electives

Bachelor of Business (Service and Operations Management)

No new student intake in 2005.

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.

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.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Professional Recognition
Graduates will be eligible for membership of Australian Human Resource Institute (AHRI).

Bachelor of Business (Strategic and Financial Management)

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

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.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.
Course Structure
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 & Organisation Behaviour
Specialisation Subjects – Strategic Management
- BMO1192 Business Communication
- BMO2181 Operations Management
- BMO3422 Strategic Management
- BMO3320 Interpersonal & Organisational Negotiation
- BMO3292 Business Ethics
- BMO4422 Innovation and Entrepreneurship
Specialisation Subjects – Financial Management
- BAO1107 Accounting Information Systems
- BAO2204 Management Accounting
- BAO2441 Personal Financial Planning
- BAO3307 Corporate Finance
- BAO3312 Advanced Management Accounting
- BAO3403 Investment and Portfolio Management
Support Subjects
- BMO3220 Human Resource Management
- BMO3322 Human Resource Management
- BMO3327 Organisation Change and Development
Electives
- Two approved electives.

Bachelor of Arts (Psychology)/Bachelor of Business (Human Resource Management)

Course Objectives
The course aims to provide a thorough educational experience to students by exposing them to the psychological and managerial forces that have shaped and continue to shape Australia’s institutions. The course focuses on management, psychological and research competencies with particular emphasis on human resource issues. It is anticipated that graduates will find employment in human resource schools, training, community service organisations, market research agencies and government schools.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent. Each student must obtain 480 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Bachelor of Arts (Sports Administration)/Bachelor of Business (Management)

Course Objectives
The aim of the course is to provide students with both a sound knowledge and critical appreciation of the structure and practices of the Australian sports and events industry, and have students develop a broad range of vocational skills which can be used directly to assist in the development of organisations and their capacity to meet the needs of members, players and other significant stakeholders.
Course Duration
The course is offered over four years on a full-time basis or part-time equivalent. Student must complete 480 credit points through academic study to graduate.

Admission Requirement(s)
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 score of 6 and no individual band score than 5.5.

Course Structure
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
BLO1105 Business Law
BMO1102 Management & Organisation Behaviour

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

Specialisation Subjects – Service Management
BMO3432 Services Marketing
BMO1110 Managing Knowledge
BMO2181 Operations Management
BMO2354 Conferences and Meetings Management
BMO3320 Interpersonal & Organisational Negotiation
BMO3421 Managing the Service Organisation

Business Support Subjects
BMO1192 Business Communication
BMO3220 Human Resource Management
BMO3327 Organisational Change and Development
BMO3422 Strategic Management

Specialisation Subjects – Sports Administration
HPS1111 Sport, History and Culture
HPS1113 Sports Administration Foundations 1
HPS1115 Sport Politics and Government
HPS1218 Sport Administration Foundations 2
HPS1221 Sport Career Development 1
HPS2111 Sport Sponsorship
HPS3111 Sport Event Administration
HPS3112 Sport Venue & Stadium Administration
HPS3113 Ethics and Social Policy in Sport
HPS3213 Sport Career Development 2
HPS7045 Sport and the Media
HPS7058 Sport Industry Development Program
HPS7057 Sport Industry Research Project

Electives plus two sport electives.

Bachelor of Business (Honours) (Management)

Course Objectives
The course provides students with an opportunity to undertake advanced theoretical studies and 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.

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.

Admission Requirement(s)
To qualify for admission to the course students must have completed an undergraduate degree with a specialisation in the management discipline or equivalent.

Course Structure
BMO4420 Organisation Behaviour and Analysis
BMO4422 Innovation and Entrepreneurship (or an approved elective)
BMO4423 Strategic Analysis (or an approved elective)
BMO4430 Research Methods
BMO4400 Honours Research (Full Time)
or
BMO4401 Honours Research Thesis (Part-Time)

Prizes
The following prizes may be available to students:

AUSTRALIAN AIR EXPRESS PRIZES
Best Graduating Student – Bachelor of Business in Management
Best Graduating Student – Master of Business in Industrial Relations and Human Resources Management

AUSTRALIAN HUMAN RESOURCES INSTITUTE PRIZES
Best Graduating Student – Bachelor of Business in Human Resource Management
Best First Year Student – Bachelor of Business in Human Resource Management

AUSTRALIAN INSTITUTE OF MANAGEMENT PRIZES
Best Second Year Student – Bachelor of Business in Management
Best Coursework Thesis in the field of Management

RUMPF FOUNDATION PRIZES
Best First Year Student – Bachelor of Business in Management
Best Graduating Student – Master of Business in Management Practice
Undergraduate Subject Details

BAO1101 ACCOUNTING FOR DECISION MAKING
Campus Footscray Park, Werribee.
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; capital budgeting.
Recommended Reading Atrill, P., McLaney, E. and Harvey, D., 2000, Accounting An Introduction, Prentice Hall, (to be confirmed by the subject lecturer).
Assessment Internal Assessment, 30%; Final Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 The aims of this subject is to provide students with the broad principles underlying the recording and reporting of financial information, with a major emphasis on the preparation and presentation of General Purpose Financial Reports for the Hospitality and Tourism Industries. Topics include: introduction of hospitality and tourism accounting; the accounting; Topics include: introduction of hospitality and tourism accounting; a comprehensive review of the accounting system to provide an understanding of the information necessary for effective business management, internal control with particular focus on cash and inventory controls.
Recommended Reading Coltman, M., 1998, Hospitality Management Accounting, 6th edn, John Wiley and Sons, New York, U.S.A.
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 Internal Assessment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO1107 ACCOUNTING INFORMATION SYSTEMS
Campus Footscray Park, Werribee, Sunbury, 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; and, introduction to computerised financial accounting systems.
Recommended Reading A.S. and Howitt, G Barton, A.D., Financial Systems and Models, Whitcombe and Tombs; Barton, A.D., The Anatomy of Accounting, Queensland University Press.
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 Internal Assessment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 of small enterprise operators.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal Assessment, 50%; Final Exam, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 Deeagan, C., Australian Financial Accounting.
Recommended Reading Accounting Handbook
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 Final examination, 70%; Internal assessment, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO2203 CORPORATE ACCOUNTING
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BAO2202 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.
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 Internal Assessment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO2204 MANAGEMENT ACCOUNTING
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BAO1101 Accounting for Decision Making.
Content The subject aims to develop students’ ability to deal confidently with the multi-faceted 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

BAO2208 COMPUTERISED ACCOUNTING INFORMATION SYSTEMS
Campus Footscray Park, Werribee.
Prerequisite(s) BAO1107 Accounting Information Systems; BCO1101 Computer Applications.
Content The 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.
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal Assessment, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO2209 ENTERPRISE ACCOUNTING INFORMATION SYSTEMS
Campus Footscray Park, Werribee.
Prerequisite(s) BAO1101 Accounting for Decision Making; BCO1101 Computer Applications.
Content The aims of this subject are 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 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.
UNDERGRADUATE SUBJECT DETAILS

BAO2408 ELECTRONIC COMMERCE ACCOUNTING SYSTEMS

Campus Footscray Park, Werribee, Hong Kong.

Prerequisite(s) BAO1101 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 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 Internal assessment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO2441 PERSONAL FINANCIAL PLANNING

Campus Footscray Park.

Prerequisite(s) Nil.

Content The aim of this subject is to provide students with underpinning knowledge and skill in the area of personal financial planning. Students will gain a broad understanding of various investment products and the basis of selection to meet the specific needs and financial planning services. Topics include: introduction to financial planning, the economies of the financial process, financial planning services, various options in financial planning, developing, implementing and reviewing financial plans and matching of an ongoing clients needs and financial planning services.

Required Reading Beal, 2002, Personal Finance, John Wiley.


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, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO2500 TRANSPORT FINANCIAL PLANNING

Campus Footscray Park, Werribee.

Prerequisite(s) BAO1101 Accounting for Decision Making.

Content 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 integration of topics in a major case study.


BAO3100 THE ENTERPRISE PROJECT

Campus Footscray Park.

Prerequisite(s) BAO2100 Introduction to Small Enterprise, BMO2182 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

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal Assessment, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3292 BUSINESS ETHICS

Campus Footscray Park, Werribee.

Prerequisite(s) Nil.

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. The main parts of the subject will have a practical orientation, using the theory and an ethical decision making model as a guide. The following topics will be discussed: why are ethics necessary; defining ethics in business, setting a tone at the top of the organisation, leadership and communication in the form of
codes of conduct within an organisation; the process of making ethical decisions, ethical issues in business activities; environmental influences, the individual, law and regulations, values and culture; the decision making process, information acquisition, ethical criteria, procedural maxims and 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, cases, causes, actions taken, different roles within an organisation; laws and regulations of fraudulent activities; whistle-blowing trade secrets, insider trading, corporate disclosure, professional attitudes, a review of different codes of conduct from various professions/groups the accountancy profession, the management, perceptions of the unions, and employees' perspectives; international business and ethics, multinational corporations and perceptions of the unions, and employees' perspectives; international business and ethics, multinational corporations and international dimensions of business practices, regulations and culture.

Required Reading Articles and case studies
Recommended Reading Articles and case studies distributed during the semester
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, case studies, debates and class participation, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3302 INTERNATIONAL ACCOUNTING
Campus Footscray Park, Werribee.
Prerequisite(s) BAO2202 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 harmonisation, assess the expanded reporting responsibilities caused by emergence of multinational firms and listings on foreign stock exchanges. Topics include: factors affecting international accounting practices; analysis of foreign accounting systems and financial statements; international accounting standards, harmonisation initiatives; and latest trends in financial reporting.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Progressive assessment 100% comprising any combination of tests, essays, projects and participation, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculators may be used in examinations.

BAO3306 AUDITING
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BAO2203 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 three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.

BAO3307 CORPORATE FINANCE
Campus Footscray Park, Werribee. Kuala Lumpur.
Prerequisite(s) BAO1101 Accounting for Decision Making.
Content The subject aims to provide a theoretical and practical basis for financial decision making within an organisation. The subject covers: valuation theory, portfolio theory, capital markets, sources of finance, the use of derivatives capital structure and dividend policy.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 30%; Final Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Financial calculators may be used in the final examination.

BAO3308 ADVANCED AUDITING
Campus Footscray Park.
Prerequisite(s) BAO3306 Auditing.
Content This subject aims to provide greater depth of coverage to topics and issues covered in BAO3306 Auditing. Topics may include: overview of the audit process; auditing computer information systems (CIS), including the use of computer assisted audit techniques (CAATs); critical analysis of contemporary audit issues and practices facing auditors and the profession, including public sector and internal auditing; and critical analysis of contemporary research as it relates to auditing. Refer to the subject outline provided at the commencement of each semester for further details.
Required Reading Articles and case studies
Recommended Reading As for required reading above.
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 Internal Assessment, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3309 ADVANCED FINANCIAL ACCOUNTING
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BAO2203 Corporate Accounting.
Content The objective of this subject is to enable students to critically analyse the concepts and basis of financial accounting procedures which they have previously studied and to introduce selected advanced areas of study in financial accounting concepts. Topics include, accounting theory development; conceptual framework issues include, nature and objectives of financial reporting and elements of financial statements; accounting for intangibles; voluntary disclosures; regulatory reporting framework; accounting theory.
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 40%; final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3310 SOCIAL AND ENVIRONMENTAL ACCOUNTING
Campus Footscray Park, Werribee.
Prerequisite(s) BAO1101 Accounting for Decision Making.
Content This subject will extend the study of financial accounting into social, ethical and environmental issues and examine the capacity of accounting reports in relation to those issues. Topics include an introduction to the conceptual framework of financial reporting; corporate social reporting; ethical investments; accounting for environmental assets and liabilities; ethical investments; ethics and the accountant.
Required Reading Articles and case studies
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3311 PUBLIC SECTOR ACCOUNTING
Campus Footscray Park, Werribee.
Prerequisite(s) BAO2203 Corporate Accounting.
Content The aim of this subject is for students to gain a broad understanding of the role and use of accountants and accounting information in government. Accounting practices in the public sector are 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
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3312 ADVANCED MANAGEMENT ACCOUNTING
Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisite(s) BAO2204 Management Accounting.
Content The subject aims to create an awareness of how the changes in industry and the public sector have affected the environment and function of management accounting. Within the broad theme of performance management, topics include: value chain analysis, cost management, strategic elements in cost management, quality management, performance measurement, divisionalisation and transfer pricing, and reward systems.
Required Reading Articles and case studies.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.
BAO3314 ACCOUNTING FOR MANAGEMENT INFORMATION

Campus Footscray Park.

Prerequisite(s) BAO2204 Management Accounting, BAO2208 Computerised Accounting Information Systems.

Content This subject aims to integrate a student's accounting knowledge with computer application, and to illustrate the use of 'state-of-the-art' computer software in management accounting and decision making. Topics include: capital budgeting, data analysis, financial modelling and decision making. Students are expected to make extensive use of the computer in the preparation and presentation of assignments.

Required Reading To be advised by lecturer.

Recommended Reading Crockett, G.V., 1988, Introduction to Statistical Techniques in the Social Sciences using SPSSX, Quoll Enterprises.

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, 15%; Assignment 2, 15%; Assignment 3, 20%; Final Examination (2 hours open book), 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculators may be used in examinations.

BAO3315 ENTERPRISE IN ACCOUNTING AND FINANCIAL PRACTICE

Campus Footscray Park, Werribee.

Prerequisite(s) BAO2202 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; accountancy and 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.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal assessment, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3316 THE PRACTISING ACCOUNTANT AND TECHNOLOGY

Campus Footscray Park, Werribee.

Prerequisite(s) BAO1107 Accounting Information Systems, BAO2202 Financial Accounting, BL02206 Taxation Law & 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/taxation changes 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

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Internal Assessment, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO3317 MANAGERIAL ACCOUNTING, DECISIONS AND TECHNOLOGY

Campus Footscray Park, Werribee.

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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Internal assessment, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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) BAO1101 Accounting for Decision Making.
Content The evolution of international banking, the international banking environment and institutional structure and operations. The foreign exchange market; functions, participants and dealing practice. Foreign exchange risk management; measuring and managing foreign exchange exposure. Foreign exchange transactions and products. The forward market, futures, options, swaps and financial engineering. Euro currency operations. Risks in international lending. Contemporary issues in international finance.
Class Contact 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 Internal assessment, 35%; Internal assessment, 35%; Final Examination, 65%; Final Examination, 65%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculators may be used in examinations.

BAO3403 INVESTMENT AND PORTFOLIO MANAGEMENT

Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) BAO1101 Accounting for Decision Making.
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 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 Internal assessment, 30%; Internal assessment, 30%; Final examination, 70%; Final examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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 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 Final Examination, 50%; Internal Assessment, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BBB3112 PROFESSIONAL LEGAL PRACTICE PROGRAM

Campus City Queen.

Prerequisite(s) Participation in the Work Integrated Learning Preparation Program and successful completion of at least twelve (12) subjects prior to enrolment.

Content The subject requires students to undertake one or more of a range of approved industry based experiences that will be credited towards the completion of the subject Professional Legal Practice Program.

Required Reading Notes prepared by the Centre for Work Integrated Learning, contained within the Work Integrated Learning Students Handbook.

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 No Assessment Information. Students complete a minimum of 350 hours of approved industry experience and submit a Self-Assessment Report reflecting their learning outcomes. This is to be accompanied by employer appraisals detailing development of graduate attributes and other generic skills and a record of service showing hours, duties with appropriate signatures (acceptable documentation to be advised by the respective Work Integrated Learning Co-ordinator).

BBF3512 ENVIRONMENTAL LEGISLATION AND ECONOMICS (SERVICE SUBJECT)

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject is a service subject for the Faculty of Engineering and Science. Topics include 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 legislations. 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.

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 30%; Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCA9171 INTEGRATED OFFICE SYSTEMS (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 communications needs to management. Emphasis is given to the use and evaluation of these tools, and to their application to knowledge work. The subject aims 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

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Practical work, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCF9220 DATABASE APPLICATIONS IN SPORT**

**Campus** Footscray Park.

**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, and Internet issues will also be covered.


**Recommended Reading** To be advised by the subject 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.

**Assessment** Assignments, 50%; Final Exam, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO1041 INTRODUCTION TO PROGRAMMING**

**Campus** Werribee, Hong Kong.

**Prerequisite(s)** BCO1102 Information Systems for Business.

**Content** The subject provides students with the knowledge and skills needed to design, construct, test and document programs using a visual, event-driven, programming environment. Topics covered include: problem solving methodology - defining the problem, designing a solution, implementing the solution; algorithm design - pseudo-code, program control structures, modularisation, parameter passing; components of a program - data types, variables, constants, operators, functions, expressions, statements; program construction - creating the screens, coding, testing and debugging; accessing databases - tables, records, queries, record-sets and access methods; and program documentation.

**Required Reading** Zak, D., 1999, *Programming with Visual Basic 6.0*, ITP.


**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.
**BCO1046 COMPUTER SYSTEMS**

**Campus** Footscray Park, Hong Kong.

**Prerequisite(s)** BCO1041 Introduction to Programming, BCO1101 Computer Applications.

**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 lecturer

**Recommended Reading**

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
- Tests and examination, 60%; Assignments, 40%.
- Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO1048 INTRODUCTION TO BUSINESS SYSTEMS DEVELOPMENT**

**Campus** Footscray Park, Werribee, Sunbury.

**Prerequisite(s)** BCO1102 Information Systems for Business.

**Content** This subject aims to introduce students to 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, SDLG, development methodologies: analysis and design techniques, types of computer-based information systems, documentation techniques, CBIS architectures, introductory project management techniques.

**Required Reading**

**Recommended Reading**

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

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**BCO1102 INFORMATION SYSTEMS FOR BUSINESS**

**Campus** Footscray Park, Werribee, Sunbury.

**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 - to be advised.

**Recommended Reading**

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
- Assignments, including development and documentation of a Database Solution to a business problem and an oral presentation, 40%; Final examination, 60% or the online delivery equivalent comprising individual weekly assignments, 60%; and active and meaningful weekly participation, 40%.
- Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO1103 WEB ENABLED BUSINESS SYSTEMS**

**Campus** Footscray Park.

**Prerequisite(s)** BCO1102 Information Systems for Business.

**Content** This subject will introduce the place of IT in business and provide an overview to the four major areas, infrastructure, transactions 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.

**Required Reading**

**Recommended Reading**

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Final examination, 60%; Tutorial assignments, class presentations, project, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO1147 INTRODUCTION TO PROGRAMMING CONCEPTS

Campus Footscray Park, Werribee.
Prerequisite(s) BCO1102 Information Systems for Business.
Content The subject provides students with the knowledge and skills needed to design, construct, test and document programs using a visual, event-driven, programming environment. Topics covered include: problem solving methodology - defining the problem, designing a solution, implementing the solution; algorithm design - pseudo-code, program control structures, modularisation, parameter passing; components of a program - data types, variables, constants, operators, functions, expressions, statements; program construction - creating the screens, coding, testing and debugging; accessing databases - tables, records, queries, record-sets and access methods; and program documentation.


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, 40%; Tutorial exercises and participation, 10%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2041 SYSTEMS ANALYSIS AND DESIGN

Campus Werribee, Hong Kong.
Prerequisite(s) BCO1048 Introduction to Business Systems Development.
Content This subject will aim to provide students with methods to formalise all aspects of systems analysis and design processes. It will develop student's abilities to apply tools and techniques that are currently used 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, useability, cost and time constraints. Topics include: Systems Design, Application Architecture And Modelling, Database Design, Output Design, Input Design, User Interface Design, Prototyping, Systems Construction And Implementation, Systems Operation And Support as well as Introductory Object-Oriented Analysis, Design And Modelling techniques.


Recommended Reading To be advised by the subject 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 Assignments, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 provide students with the knowledge and skills needed to fully develop an application that uses an industry standard database management package. Topics include: steps in application development, defining an application, designing a solution, creating the data model, features of the language, coding of modules, testing, and documentation.

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 Project proposal, 15%; Completed project, 70%; Assignments, 15%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 organisations 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 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, 20%; Examination, 50%; Test, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2044 COMPUTING PRACTICE

Campus Werribee.

Prerequisite(s) BCO2040 Managing the Computing Environment, BCO2043 Managing Network Integration or at least six successfully completed computing subjects.

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 of computer system support; and contacts in the field.

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 Class Presentation, 20%; Supervisor Appraisal, 10%; Major Assignment, 60%; Resume/Seminar Participation, 10%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2148 SYSTEMS ANALYSIS

Campus Footscray Park.

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 documentation 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 Technology.


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 Final Examination and Tests, 60%; Assignments, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BCO2149 DATABASE SYSTEMS

Campus Footscray Park, Werribee, Hong Kong.

Prerequisite(s) CBO1102 Information Systems for Business.

Content Functions of a database management system; database management system models; data retrieval in relational database management system using SQL; database design incorporating normalisation, entity relationship modelling; database administration; distributed databases; data warehousing; database security.


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 Tests and Assignments, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2444 STRATEGIC INFORMATION SYSTEMS

Campus Footscray Park, Werribee.

Prerequisite(s) CBO1103 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 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 Final examination, 60%; Tutorial assignments, written papers, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2500 ELECTRONIC COMMERCE TECHNOLOGIES

Campus Footscray Park, Werribee, Hong Kong.

Prerequisite(s) CBO1102 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; world wide web technologies; world wide web application tools; setting up a web server.


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, 30%; Test, 20%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2501 ELECTRONIC COMMERCE BUSINESS INTERFACES

Campus Footscray Park, Werribee, Hong Kong.

Prerequisite(s) CBO1102 Information Systems for Business.

Content The subject aims to prepare students to take an active role in the planning, preparation and maintenance of electronic commerce 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; electronic commerce interfaces in the supply chain; implementing EDI and other B2B approaches; electronic transaction models; methods to evaluate success through traffic analysis metrics and other techniques; analysis and design of EC systems; development tools and templates.

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 Research assignments (approx 3000 words), 30%; Tutorial exercises, 10%; Tests, 10%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2502 DEVELOPING ELECTRONIC COMMERCE SYSTEMS

Campus Werribee, Hong Kong.

Prerequisite(s) BCO1041 Introduction to Programming, BCO2149 Database Systems, BCO2500 Electronic Commerce Technologies and 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 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 assignments (approx 2,500 words), 25%; Practical assignment, 25%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO2503 TRANSPORTATION INFORMATION SYSTEMS

Campus Werribee.

Prerequisite(s) BCO1102 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 selection implementation and administering these types of systems will be covered. Topics include: types of information systems implemented within organisations; the strengths and weaknesses of current information systems; Enterprise Resource Planning Systems; the role of Enterprise Resource Planning Systems in supporting business processes and extended supply chain; the role of Enterprise Resource Planning Systems in supporting the transportation chain; the selection and implementation of Enterprise Resource Planning Systems; future trends including the role of Electronic Commerce in transportation and distribution.


Class Contact 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 and Case Studies, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3001 MANAGING IT SERVICE SUPPORT

Campus Werribee, Hong Kong.

Prerequisite(s) BCO1102 Information Systems for Business.

Content The following topics will be covered: Help Desk Concepts: CCM models and theory; Help Desk Operations; Help Desk Roles and Responsibilities; Help Desk Processes and Procedures; Help Desk Tools and Technologies; Performance Measures; IT Client Support and Management as a Profession; ITIL Service Support processes: service desk, incident, problem, change, release and configuration management. BS 15000 IT Service Management standard and ITIL.


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, 40%; Tutorial exercises and participation, 10%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject.

BCO3040 MANAGING SYSTEMS DEVELOPMENT

Campus Werribee, Hong Kong.

Prerequisite(s) BCO2041 Systems Analysis and Design; BCO2148 Systems Analysis, BCO3144 Systems Design.

Content The subject aims to provide students with an understanding of project management issues associated with the development of IT systems. This includes Project identification and selection, Project Planning, Project Monitoring and Control, and Project Termination. Topics include: Strategic IT systems and the alignment with business goals, the identification of project phases and tasks, estimation techniques, resource allocation, tendering processes, project quality, risk assessment, version control, project change management and communication. On completion of this subject students should be able to: Recognise the problems associated with the management of IT projects; Describe the measures that can be undertaken to reduce the risks of an IT project failing; Use a range of computer-based project management tools; Develop estimations of project costs and assess the risk involved.


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%; Case Study, 30%; Presentation, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3042 CONTEMPORARY DEVELOPMENTS IN INFORMATION SYSTEMS

Campus: Werribee, Hong Kong.
Prerequisite(s): Nil.
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, new methodologies, Business Process Re-engineering, GIS, legacy systems, and the electronic commerce. The subject matter is to be determined on a year by year basis by the School in consultation with relevant industry advisory panels.

Recommended Reading: To be advised by Lecturer.

Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Approximately 5000 words in two assignments. An oral presentation for each assignment is required. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3043 DATABASE DEVELOPMENT FOR BUSINESS

Campus: Footscray Park, Sunbury, 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 databases; database transactions including read consistency and locking 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.


BCO3044 WEB ENABLED BUSINESS RESEARCH

Campus: Footscray Park.
Prerequisite(s): BCO1103 Web Enabled Business Systems.
Content: This subject will provide students with the opportunity to utilise the Internet both as an information resource and as a means of performing collaborative work exercises. The 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. Students will be required to develop a research mini-proposal to conduct a small study in a small study in a chosen theme area.


BCO3144 SYSTEMS DESIGN

Campus: Footscray Park.
Prerequisite(s): Nil.

Co-requisite(s): BCO2148 Systems Analysis, BCO2149 Database Systems.
BCO3148 INTERNET PROGRAMMING FOR BUSINESS

Campus Footscray Park.

Prerequisite(s) BCO1103 Web Enabled Business Systems, BCO1147 Introduction to Programming Concepts, BCO3445 Enterprise Information 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.


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 Final examination, 50%; Assignments, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3149 COMPUTER PROJECT

Campus Footscray Park.

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.

Required Reading Current Available Textbook-Students 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 Project Deliverables, 90%; Oral presentation, 10%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3150 SYSTEMS IMPLEMENTATION

Campus Footscray Park, Werribee.

Prerequisite(s) BCO2502 Developing Electronic Commerce Systems OR BCO3144 Systems Design.

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


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, 70%; Final examination, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3248 OPERATING SYSTEMS

Campus Footscray Park.

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 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, 40%; Final Examination and Tests, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3345 OBJECT ORIENTATED SYSTEMS**

**Campus** Footscray Park.

**Prerequisite(s)** BCO1147 Introduction to Programming Concepts, BCO2148 Systems 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 the 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 OO engineering principles.


**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** Semester assignments, 40%; Final Examination and tests, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3348 KNOWLEDGE MANAGEMENT TECHNOLOGIES**

**Campus** Footscray Park.

**Prerequisite(s)** BCO1103 Web Enabled Business Systems.

**Content** Knowledge is increasingly regarded as an 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.


**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** Final examination, 50%; Tutorial assignments, class presentations, written papers, project, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3350 ERP PROGRAMMING CONCEPTS**

**Campus** Footscray Park.

**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** 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 assignments, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO3357 DATA STRUCTURES FOR BUSINESS PROGRAMMING**

**Campus** Footscray Park, Werribee, Sunbury.

**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 of any IS course. The aim of this subject is to give students an appreciation and understanding of the interrelationship 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 programs and Databases.

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


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 Final examination, 60%; Assignments, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO3445 THE INFORMATION PROFESSIONAL

Campus Footscray Park, Hong Kong.
Prerequisite(s) BCO1102 Information Systems for Business OR BCO2040 Managing the Computing Environment.

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. Portfolio development and Core Graduate Attributes analyses.

Required Reading Current Available Textbook - Student 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 Part 1. Information requirements assignment, 10%; Part 2. Web enabled information sharing, 20%; Part 3. Enterprise information systems issues, 10%; Part 4. Enabling business processes through IS, 10% Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4501 BUSINESS PROCESS ENGINEERING

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject is concerned with the strategic and organisational issues of process and workflow management and the use of Enterprise Resource Planning Systems (ERPs) to realise efficient processes. Designing and implementing efficient business processes can provide important strategic advantages for businesses. This subject will describe the major strategic approaches' used to understand, analyse, and implement efficient business processes. Workflow modelling techniques, process modelling techniques, and procedure models will be presented and practiced. SAP R/3, as an example of Enterprise Application Software, will be used to examine the issues that students are likely to encounter in identifying, reorganising and implementing processes in a typical business organisation.


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 Minor Assignment 1, 25%; Minor Assignment 2, 25%; Major Assignment, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BCO4601 CURRENT ISSUES IN INFORMATION SYSTEMS

Campus City Flinders.
Prerequisite(s) Nil.
Content This subject will develop students’ knowledge base and conceptual abilities in an area of information systems. The content of the subject will be current issues either in information systems, or some other closely related field, which is consistent with staff expertise and availability.
Required Reading To be advised by lecturer
Recommended Reading 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 Assignments, 75%; Presentations, 25%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4603 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 three hours per week. Normally to be delivered as two hours of lectures and one hour of 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%; System design and implementation project (practical), 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4641 USER COMPUTING

Campus Footscray Park, City Flinders.
Prerequisite(s) Nil.
Content Rise of user computing; development of user computing; classification of users. User environments and user needs; office and work 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments, 75%; Presentations, 25%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4642 SYSTEMS DEVELOPMENT

Campus City Flinders.
Prerequisite(s) Nil.
Content This subject aims to investigate information systems and systems development in School to provide the student with a comparative framework for and knowledge of several development methodologies. The nature, purpose limitations and management of system development methods. Underlying philosophies; deterministic or evolutionary, hard systems development, soft systems development.
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 Assignments, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4643 KNOWLEDGE ENGINEERING

Campus City Flinders.
Prerequisite(s) Nil.
Content The adoption of knowledge based systems in the commercial world has given rise to a number of practical issues. Among these are, improved techniques for knowledge acquisition, design, documentation, maintenance and validation of knowledge based systems. This subject aims to present a practical view of the knowledge acquisition process, its methodologies and techniques in order to enable its students to develop expert system knowledge bases more effectively. Basic concepts and terminology; sampling expert systems; identifying and tapping knowledge; 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
BCO4644 OBJECT ORIENTATED PROGRAMMING AND DESIGN

Campus  City Flinders.
Prerequisite(s) Nil.

Content  The aim of the subject is to give students an understanding of advanced aspects of object oriented systems programming and design. While basic topics such as inheritance, encapsulation and polymorphism are covered, these concepts are extended and additional topics such as object oriented databases are introduced.

Required Reading To be advised by lecturer

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, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4646 SYSTEMS SUPPORT PROGRAMMING

Assessment  Presentation, 10%; Test, 40%; Assignments, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4653 MANAGEMENT OF INFORMATION TECHNOLOGY

Assessment  Assignments, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4654 INTERNETWORKING SYSTEMS

Assessment  Presentation, 10%; Test, 40%; Assignments, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.


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.

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.

BCO4654 DATABASE DESIGN

Assessment  Presentation, 10%; Test, 40%; Assignments, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

Recommended Reading  To be advised by lecturer

Content  A selection of the following topics within a data warehouse development content will be examined. Advanced data modelling concepts; database design methodology; distributed database concepts; databases and parallel processing; physical
design; database performance issues; CASE impact on database design.

**Required Reading** To be advised by lecturer


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of 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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO4656 IT PROJECT MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject aims to give computing students an appreciation of the importance of a thorough understanding of contemporary project management techniques, both technical and human. It aims to show how knowledge of the appropriate application of such skills is becoming vital to information technology professionals in the performance of their many functions in an organisation. Topics include: project management fundamentals, project management software tools, defining the problem, developing the project plan and schedule, building the project team, implementation difficulties, management of conflict, cost control, reporting on project status, project management methodologies, software engineering projects, case studies.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of 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%; Presentations, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO4658 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.


**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 Assignments, 60%; Case studies, papers, electronic commerce site analysis and oral presentations, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO4659 EXECUTIVE AND MOBILE COMPUTING**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to introduce students to information technologies that support managerial work and decision making, particularly for the business executive away from the office and on the move, but needing to keep in touch. Topics covered will include: executive information needs, decision making and decision support systems, group support systems, executive productivity tools, keeping in touch whilst on the move, mobile executive computing, executive information systems, modelling and model management, knowledge management, integration and implementation of management support systems.


**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** Decision Support Systems and Executive Information Systems, 20%; Executive Mobile Computing, 20%; Class research paper presentation and summary paper, 20%; Seminar participation, 10%; Class Test, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 models and strategy development and considerations in relation to e-business. Topics include: Channel Enhancement, Customer relationship management, Value chain integration, business convergence, ERP systems and e-business, mobile computing, e-strategy, legal implications, e-business implementation.


Recommended Reading Prima Development (Editor), 2000, Internet Applications Programming with Sap R/3.

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 Minor Assignment 1, 25%; Minor Assignment 2, 25% Major Assignment, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules 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, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO4662 SMALL BUSINESS INFORMATION AND INTERNET 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: the role of information systems and the Internet in small business; selecting applications for small business: integrating information and Internet systems with small business processes; selecting hardware and operating systems for small business; networking for small business; building small business applications; office suite programming; integrating office and Internet applications.


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 Small Business Case Study, 15%; Research paper/presentation, 20%; Development of small business system, 65%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.

Required 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 Assignments and Class Presentations, 60%; Final Examination and tests, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BCO4701 RESEARCH PROJECT (INFORMATION SYSTEMS)

Campus City Flinders.
Prerequisite(s) Nil.
Content Students are required to complete a research project of approximately 15,000 words based on the proposal developed in the subject Research Methodology.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Written thesis, 85%; Seminar, 15%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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-centred design approaches; how to implement and evaluate the results of a usability test; cultural and socio-economic factors in relation to the design, testing and implementation of effective user interfaces for systems; legal and ethical issues in relation to the design, testing and implementation of effective user interfaces for systems.
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 Assignments, 30%; Case Studies, Papers and Oral Presentation, 20%; Test, 10%; Final Examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO103 MICROECONOMIC PRINCIPLES

Campus Footscray Park, Werribee, Sunbury, Kuala Lumpur, Hong Kong.
Prerequisite(s) Nil.
Content This subject aims to provide a study of basic economic principles, to develop an introduction to economic methods, and to apply these principles and methods to aspects of the Australian economy. Topics include: introduction to economics, nature, method and objectives of economics; the economising problem, relative scarcity, production possibilities, opportunity costs, nature of economic resources; the market economy, demand and supply, theory and applications, including pricing ceilings, price floors, tariffs and taxes. Theory of the firm, production and costs.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Continuous assessment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO1104 MACROECONOMIC PRINCIPLES

Campus Footscray Park, Werribee, Sunbury, Kuala Lumpur, Hong Kong.
Prerequisite(s) BEO103 Microeconomic Principles.
Content This subject aims to develop the basic macroeconomic principles applicable to the Australian economy and familiarise students with the macroeconomic environment within which Australian business operates. Topics include: the measurement of macroeconomic performance with reference to national income accounting and trade cycle analysis; the classical economic model and the Keynesian revolution; Keynesian economics and the theory of income determination; monetary influences on aggregate economic activity; inflation, unemployment; traditional demand management; the Phillips Curve revisited; incomes policies; the foreign trade sector and policies for external balance.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Examination, 60%; Continuous Assessment, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculators may be used in examinations.
FACULTY OF BUSINESS AND LAW

BEO1106 BUSINESS STATISTICS

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject enables students to acquire the skills and techniques required to analyse data in a business environment. Topics include: introduction to statistics; descriptive statistics; introduction to probability and probability distributions; normal probability distribution; sampling distributions and parameter estimation; hypotheses testing; simple linear regression and correlation; time-series analysis and forecasting; index numbers. Use will be made of a statistical computer package.

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 Case studies/assignments, 40%; Final Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO1185 RETAIL MANAGEMENT PRINCIPLES

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject is designed to introduce students to the nature of the retail industry from a management perspective, including an overview of the major retail sectors in Australia, the important functions of retail management and the trends occurring in the retail 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.


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(s), 30%; Final Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO1252 INTERNATIONAL BUSINESS CONTEXT

Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) Nil.
Content This subject examines the context in which business decisions are made within a number of Australia's international trading partners. Topics include: cultural, political and legal environment of trade; trade patterns, trade constraints, trade strategy; the globalisation of markets; Australian trade performance; international economic alliance; multinational corporations and other business organisational firms.

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 Two Tests (2x40), 80%; Assignment, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2163 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment(s), 30%; Final Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2186 DISTRIBUTION MANAGEMENT

Campus Footscray Park, Sunbury, Kuala Lumpur.
Prerequisite(s) BEO1185 Retail Management Principles OR BHO1171 Introduction to Marketing.
Content This subject provides business students with an understanding of the major components of the retail distribution function, the inter-relationships between these components and the importance to the organisation of an integrated logistics management system that drives the retail distribution function, in terms of being able to optimise all elements of the trade push strategy.

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 Tutorial exercises case study presentation and participation, mid-semester test, and assignment, 40%. Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2250 QUANTITATIVE METHODS FOR ECONOMICS AND BUSINESS
Campus Footscray Park.
Prerequisite(s) Nil.
Content The subject aims to develop a command of the basic mathematical tools used in the analysis of many economics and business problems. Topics include: economic models (linear, quadratic, cubic, rational and exponential); equilibrium analysis; the concept of derivatives; rules of differentiation; marginal functions, optimisation and elasticity; partial differentiation; partial elasticities and unconstrained optimisation (two variables); and linear programming (graphical approach).
Required Reading To be advised by 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 Tests and Case studies, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2254 STATISTICS FOR BUSINESS AND MARKETING
Campus Footscray Park, Kuala Lumpur.
Prerequisite(s) BEO1106 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 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 Case study / lab exercises, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculators may be used in examinations.

BEO2263 MACROECONOMIC ANALYSIS
Campus Footscray Park.
Prerequisite(s) BEO1103 Microeconomic Principles, BEO1104 Macroeconomic Principles.
Content This subject builds upon the macroeconomic theory and policy already covered in BEO1104 Macroeconomic Principles in order to further the understanding of the relationship between macroeconomic theories and policy. Topics include: the basic theory of income determination; theories of consumption; theories of investment; classical, Keynesian and post-Keynesian view on the demand for and supply of money; the money supply process; IS-LM analysis; neo-classical and alternative views of the labour market; aggregate supply; aggregate demand and supply.
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 Mid semester test (week 8), 20%; Assignment(s), 30%; Final examination (2 hours), 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2264 MICROECONOMIC ANALYSIS
Campus Footscray Park.
Prerequisite(s) BEO1103 Microeconomic Principles, BEO1104 Macroeconomic Principles.
Content This subject builds upon the microeconomic theory covered in BEO1103 Microeconomic Principles in order to further rigorous analytical treatment. Topics include: mathematical tools; indifference analysis and utility maximisation; demand analysis; production and costs; profit maximisation and supply; perfect competition; the perfectly competitive model and microeconomic policies; monopoly and imperfect competition; markets for factors of production; market failure, externalities and public goods.
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 Test, 20%; Assignment, 20%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BEO2283 APPLIED REGRESSION ANALYSIS

Campus Footscray Park.

Prerequisite(s) BEO1103 Microeconomic Principles, BEO1104 Macroeconomic Principles, BEO1106 Business Statistics.

Content This subject provides a comprehensive introduction to regression analysis and its applications to the modern economic/business problems. The emphasis is on the development of practical skills. Topics include: simple and multiple linear regression, model specifications, diagnostics in regression analysis; relative measures of fit and explanatory power; and special topics in regression.

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 Assignments, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2284 BUSINESS FORECASTING METHODS

Campus Footscray Park.

Prerequisite(s) BEO1103 Microeconomic Principles, BEO1104 Macroeconomic Principles, BEO1106 Business Statistics.

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 and economic indicators used in economics and business; regression analysis; relative measures of fit and explanatory power; and special topics in regression.


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, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2302 EUROPEAN BUSINESS ENVIRONMENT

Campus Footscray Park.

Prerequisite(s) BEO1252 International Business Context.

Content The subject aims to build upon the international business theory and policy issues, covered in BEO1262 International Business Context, in order to further and understanding of the European environment. The subject builds on theoretical discussion to develop an applied analysis of the economic relationship between Australia and the EU15 and its policy implications for Australia. Topics to be covered include: the historical, developments of economic integration in Europe (the Treaty of Rome and the Maastricht Treaty); a theoretical treatment of economic integration phenomena, the free movement of goods and services, labour, and capital (Schengen Agreement and the Economic and Monetary Union); key policies within the European Union and their implications for Australia; the effect on the business environment of different European cultures, languages, lifestyles and tastes; EU competition, product distribution and business payment methods; barriers to trade and marketing strategies for the EU; an assessment of the economic relationship between Australia and the EU15 (both at the collective and individual member state level) in the context of the international business environment; and trade implications for a wider EU, encompassing Eastern Europe.


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%; Test 1, 30%; Test 2, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2381 BUSINESS DECISION METHODS

Campus Footscray Park.

Prerequisite(s) BEO1106 Business Statistics.

Content This subject provides a comprehensive introduction to the mathematical modelling and specialised techniques and their applications in the analysis of contemporary economic/business problems faced by firms, organisations and industries. Topics include: decision analysis and the evaluation of information; network models; inventory control models and scheduling; linear programming models and sensitivity analysis; integer programming; waiting line models; game theory and dynamic programming; Markov chain analysis; total quality control.

Required Reading To be advised by lecturer


Class Contact 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, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BEO2400 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 aumens; 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 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, 20%; Assignment 2, 20%; Assignment 3, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2401 RISK ANALYSIS AND MANAGEMENT

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.

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 Final examination, 60%; Assignments, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 online ordering, invoicing and stock control towards managing business with greater accuracy and certainty; stockless inventory, paperless transactions, integrated logistic operations; implications for inventory warehousing and transport; flexible deliveries; efficient consumer response/quick response; Internet trading/research; cash flow implications of inventory controls; risks associated with international electronic commerce trading.

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 Case Study , 15%; Project 1, 15%; Project 2, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO2410 FINANCIAL DATA ANALYSIS

Campus Footscray Park.

Prerequisite(s) BCO1102 Information Systems for Business, BEO1106 Business Statistics.

Content This subject provides an introduction to use and manipulation of financial and other data sets essential for an analysis of risk and its management. At the completion of this subject, students should be able to: analyse financial data bases to manipulate and analyse financial data bases; use appropriate software tools to manipulate and analyse financial data bases.
**BEO2431 RISK MANAGEMENT MODELS**  
Campus Footscray Park.  
**Prerequisite(s)** Nil.  
**Content** Introduction to different types of risks, risk models and risk management, overview of investment and risk, introduction to the fundamental of financial mathematics, distribution of asset returns, risk in portfolio construction and management, the efficient market concept, option pricing models, the random walk hypothesis, volatility estimation, volatility and correlation analysis and volatility forecasting.  
**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, 40%; Final Examination, 60%. Supplementary assessment will not be available.

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**BEO2555 MANAGERIAL ECONOMICS**  
Campus Footscray Park, Kuala Lumpur.  
**Prerequisite(s)** BEO1104 Macroeconomic Principles, BEO1106 Business Statistics.  
**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  
**Recommended Reading** To be advised by lecturer  
**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.  
**Assessment** Continuous assessment, 40%; examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. **Note:** Any hand-held calculators may be used in examinations.
**BE03300 ECONOMICS OF TRAVEL AND TOURISM**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BE0103 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.


**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** Final examination, 60%; Continuous assessment, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BE03303 QUANTITATIVE ANALYSIS AND RISK MANAGEMENT**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BE0106 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 assessment, as described in the subject guide, 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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BEO3339 ASIAN BUSINESS ENVIRONMENT**

**Campus** Footscray Park, Werribee, Sunbury.

**Prerequisite(s)** BMO1102 Management & Organisation Behaviour.

**Content** This subject provides an introduction to the study of the differences and changes in management styles and strategies encountered in Southeast Asia and Northeast Asia business environment. Topics include: regulatory regimes and relations between business and government in SouthEast Asia and Northeast Asia countries; overview of Governments trade and business policies; country profiles; management styles; investors and lenders; multinational in the region; industrial relations; customers and clients; suppliers and distributors; international rules, regulations and organisations; community groups and environmental concerns; values and ethics and Asian religions and other cultural influences; public and private sector relations.

**Required Reading** To be advised by lecturer


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**ASSESSMENT** Assignment, 30%; Final examination, 50%; Test, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BEO3347 PLANNING FOR LONG TERM WEALTH CREATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to provide students with underpinning knowledge and skill in the area of wealth creation and retirement planning. Students will gain a broad understanding of various retirement plans and also be able to assist individuals to reach their planned retirement goals. Topics include introduction to wealth creation and retirement planning, wealth creation and taxation planning, superannuation, termination payment, retirement income streams and the role of the financial planner in pre-retirement counselling.


**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** Mid-Term Examination, 20%; Final Examination, 50%; Assignments, 30%. Supplementary assessment will not be available.

**BEO3362 LABOUR MARKET ANALYSIS**

**Campus** Footscray Park.

**Prerequisite(s)** BEO1103 Microeconomic Principles, BEO1104 Macroeconomic Principles.

**Content** This subject aims to survey literature and recent developments in labour economics and to provide a knowledge of the institutional setting of Australian labour markets. Topics include: the labour market, basic concepts and definitions; demand and supply of labour; human capital, education and training; labour mobility, turnover and migration; labour market discrimination; employment and unemployment; the Australian system of wage determination; the structure of wages and earnings in Australia; wages and incomes policy.

**Required Reading** To be advised by lecturer


**Class Contact** 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/test, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BE03366 ECONOMIC POLICY AND RESEARCH

Campus Footscray Park.

Prerequisite(s) BE01103 Microeconomic Principles, BE01104 Macroeconomic 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 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 Final Examination, 60%; Assignment, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE03368 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 gains; international trade patterns; the structure and composition of trade flows; international barriers to trade; exchange rate determination and foreign exchange markets, the balance of payments and adjustments in the balance of payments.

Required Reading To be advised by lecturer


Class Contact 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 Test, 20%; Case study, 20%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE03404 INTERNATIONAL ASPECTS OF THE MUSIC INDUSTRY

Campus Footscray Park.

Prerequisite(s) BE02400 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 exporting and importing 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 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, 25%; Assignment 2, 25%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE03406 STRATEGIC RETAILING

Campus Footscray Park.

Prerequisite(s) BE01185 Retail Management Principles OR BHO1171 Introduction to Marketing.

Content This subject is designed to provide a range of approaches aimed at assisting students to understand the opportunities and challenges faced in the retailing industry. Students will be exposed to various decision making scenarios from a strategic management perspective in the context of globalisation with a view to grow and improve the organization profitability.


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 exercises and participation, 10%; Case study presentation, 10%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 equal to 15 credit points.
Assessment Case studies, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO3418 GLOBAL TRANSPORT ECONOMICS

Campus Footscray Park, Werribee.
Prerequisite(s) BEO1103 Microeconomic Principles.
Content This subject introduces the application of theory to the analysis of operations, policies and challenges in the transport sector. This analysis is carried out against a background of the importance to an economy of a highly developed transport sector. Issues explored will centre on the transport of goods and people at both national and international levels. Topics include: regulation of the transport sector, with an emphasis on international movement of goods; structure of transport sector, pricing of transport services; transport reform, interaction between transport sector and the rest of the economy; economics of different transport modes.
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 x 2 30%, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO3419 AIRFREIGHT ECONOMICS

Campus Footscray Park, Werribee.
Prerequisite(s) BEO1104 Macroeconomic Principles.
Content The subject introduces the principles of airfreight economics both in the domestic and international sector. Students will be exposed to the different challenges faced by services providers, such as freight forwarders and ground services, as well as passenger carriers. Topics include: industry and government regulations; an analysis of Australian and international airfreight systems; analysis of the role of freight forwarders and ground services; elements of airfreight and passenger transportation; warehousing and material handling; costing of airfreight and passenger transport; government initiatives and competitive passenger airline systems.
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%; Test, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO3430 INTERNATIONAL ECONOMIC ANALYSIS

Campus Footscray Park, Kuala Lumpur.

Prerequisite(s) BEO3368 International Economic Theory.

Content The subject builds upon the theories and concept introduced in BEO3368 International Economic Theory. Topics include: comparative advantage and revealed comparative advantage; international trade and income distribution; economic growth and its implications for international trade; theory, measurement and determinants of intra-industry trade; arguments for and against protection; international trade and environmental issues; international migration of labour; international lending and borrowing; direct foreign investment and multinational corporations; and government intervention in the foreign exchange market.


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  Test, 20%; Assignment, 20%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.

BEO3432 STRATEGIC INTERNATIONAL TRADE OPERATIONS

Campus Footscray Park, Werribee, Kuala Lumpur.

Prerequisite(s) BEO1106 Business Statistics.

Content This subject aims to introduce students to a range of important quantitative and operations research topics that may be used to solve particular domestic and international business problems. Emphasis is placed on the use of computer software (eg. HOM) for strategic decision making purposes and their usefulness as tools in solving international transport and trade problems in particular. Topics include operations research and business decision making techniques including: forecasting; waiting line models; process strategies; operations layout; inventory management; simulation; material requirements; short-term scheduling; project management; quality control and reliability.


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, 30%; Class assessment, 10%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO3433 FIELD RESEARCH PROJECT

Campus Footscray Park, Werribee.

Prerequisite(s) BEO1252 International Business Context.

Content This subject will expose students to the cultural, political and regulatory environments in particular economic regions, with an initial emphasis on Europe and Asia. The basis of the subject is a study tour to select countries of a particular region. Students will visit important regulatory institutions, private enterprises and academic organisations, which will allow the observation of international business in action in the field. The tour will be preceded by a briefing session. Lectures on topics relevant to the subject may be provided by selected overseas universities. Students complete a diary during the course of the trip and write this up as an assignment on their return.

Required Reading EFIC Tradewatch (Available at: www.efic.gov.au), 2000, Transforming Thailand: choices for the new millennium, Department of Foreign Affairs and Trade.

Recommended Reading Department of Foreign Affairs and Trade, Thailand Focus, Asia Inc., April 2003, PPTFI-I: Australia-Thailand FTA Joint Scoping Study, Department of Foreign Affairs and Trade (Available at: www.dfat.gov.au).

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 report (5000 words maximum), 75%; Class presentation of report, 25%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO3446 FINANCIAL INSTITUTIONS AND MONETARY THEORY

Campus Footscray Park, Kuala Lumpur.

Prerequisite(s) BEO1104 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 financial instruments; efficiency of the financial sector; monetary theory; and monetary policy.

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, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculators may be used in examinations.

BEO3447 COMMERCIAL BANKING AND FINANCE

Campus Footscray Park, Kuala Lumpur.

Prerequisite(s) BEO3446 Financial Institutions and Monetary Theory.

Content This subject introduces students to a broader view of the changing commercial banking environment and to develop conceptual, analytical and decision making skills for the policy formulation and implementation areas in commercial banking and finance functions. Topics include: money flows in the economy; the nature of operation of intermediaries; financial product and pricing policies; risk assessment and management; principles of lending and credit management; asset and liability management; prudential standards; regulation of the financial systems.


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 60% (comprising Project Plan 5%, Final Report 30%, Computer Presentation 10%, Oral Presentation 15%), 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO3486 RETAIL MANAGEMENT PROJECT

Campus Footscray Park.

Prerequisite(s) BEO1185 Retail Management Principles.

Content This subject aims to provide students with research and presentation skills that will improve their overall retail management skills. Topics include: research methodology; basics of research techniques; retail research strategies and case studies; retail audit; retail management project; identification and development of a retail management topic, collection and analysis of data, formulation of conclusions and recommendations, and presentation of the main implications for management. Emerging issues; focus on contemporary issues such as industry mergers, new store formats, Government controls and regulations, consumerism, shopping trends, and international retailing. Retail management and strategy; current developments in retail management and retail strategy.

Required Reading To be advised by lecturer


Class Contact 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 and tests, 70%; Participation and presentation, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.

BEO3500 APPLIED ECONOMICS RESEARCH PROJECT

Campus Footscray Park, Werribee.

Prerequisite(s) Successful completion of at least 16 subjects offered by the Faculty of Business and Law, including BEO1106 Business Statistics.

Content This subject will provide students with the opportunity, either individually or in teams of not more than four, to apply acquired skills and competencies to an approved applied research project. Project proposals will be developed in consultation with the subject lecturer and Course Coordinator and will relate to the relevant specialisation. Key Competencies to be covered include: the applied research process; working in teams; internet tools; appropriate use of software tools - spreadsheets, word, powerpoint, end note; appropriate use of databases; principles of effective research report writing; developing oral presentation skills; peer evaluation and peer review.
BEO4400 HONOURS RESEARCH THESIS (FULL-TIME)

Campus Footscray Park.

Prerequisite(s) BEO4430 Business Research Methods.

Content Students are required to complete a research thesis of 10,000-12,500 words based on the proposal developed in the subject BEO4430 Business Research Methods. As part of the assessment, students are required to present one one-hour seminar on their research work.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Seminar presentation, 15%; Written thesis, 85%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO4401 HONOURS RESEARCH THESIS (PART-TIME)

Campus Footscray Park, City Flinders.

Prerequisite(s) BEO4430 Business Research Methods.

Content Students are required to complete a research thesis of 10,000-12,500 words based on the proposal developed in the subject BEO4430 Business Research Methods. As part of the assessment, students are required to present one one-hour seminar on their research work.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 30 credit points.

Assessment Seminar presentation, 15%; Written thesis, 85%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO4403 ADVANCED MICROECONOMICS

Campus Footscray Park.

Prerequisite(s) BEO2264 Microeconomic Analysis.

Content This subject will aim to provide a detailed and rigorous approach to a number of central issues in microeconomics. Topics include: optimising behaviour; developments in demand theory and estimation; producer behaviour and business decision making; pricing decisions; efficient markets; new theories of the firm; the role of asymmetric information 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 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** Test, 20%; Case study, 15%; Project, 15%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BE0430 BUSINESS RESEARCH METHODS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject introduces students to some of the issues involved in the production of research in applied fields; to enhance knowledge, personal skills and competencies in conducting research in the broad industrial setting. Seminars will include: conceptualisation of research problems; theoretical formulation and contextualisation.

**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** Students will be required to prepare a thesis proposal for presentation to the group, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Satisfactory completion of this task is necessary prior to embarking on the thesis.

**BE04572 LOGISTICS**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BE02186 Distribution Management.

**Content** This subject aims to provide students with the skills to control strategically the logistics function in the context of the globalisation of business. In addition, the subject aims to enable students to master a range of domestic and international logistics challenges. Students will be exposed to a strategic perspective of supply chain management appropriate to firms in different stages of development and operating in various types of industries. Topics include: analysis of Australian and international supply chain systems; development of competitive logistics strategies; analysis of the role of intermediaries and vendor development methods; channel structure and control including conflict resolution; influence of product and promotional mix on the costs and efficiencies of logistics; elements of transportation, warehousing, inventory control and material handling; role of logistics for successful entry in local and international markets.


**Class Contact** 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** Test on software tools, 10%; Test on best practice logistics, 15%; Major case study, 35%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BE04661 ADVANCED MACROECONOMICS**

**Campus** Footscray Park.

**Prerequisite(s)** BE01104 Macroeconomic Principles, BE02263 Macroeconomic Analysis.

**Content** This subject provides a rigorous approach to macroeconomic analysis dealing in contemporary issues in the Australian economy. Topics include: alternative views of the business cycle; Keynesian theories of output fluctuations; comparisons of neo-classical and Keynesian models; aggregate supply function and the Keynesian model; theory of real business cycles and Lucas imperfect information model; staggered price adjustment; Fischer-Phelps and Taylor models; the slow grown model and theories of unemployment.

**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** Test, 20%; Project, 15%; Case study, 15%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BE04683 APPLIED ECONOMETRICS**

**Campus** Footscray Park, City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the methodology and the role of data analysis including the place of econometrics in an overall research strategy. Topics include: econometric softwares; the classical linear regression model; properties of OLS and ML estimation and hypothesis testing and interval estimation; simultaneous equation models; diagnostic test statistics; ARCH and GARCH models; co-integration.

**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** Class assignments, 30%; Project and term paper presentation, 30%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BHO1110 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 hospitality 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 commodity of the Hospitality Industry.
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Progressive assessment, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO1121 FOOD AND BEVERAGE MANAGEMENT I

Campus Footscray Park.
Prerequisite(s) BHO1110 Introduction to Hospitality.
Content To introduce students to the core principles and practices of kitchen management systems which optimise the managerial and operational efficiency of food production facilities. Topics include: introduction to food production; the menu as a core management tool; food commodities; recipe development and standard recipes; food production systems; evaluation methods of food production.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Progressive assessment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO1122 FOOD AND BEVERAGE MANAGEMENT II

Campus Footscray Park.
Prerequisite(s) BHO1110 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 by lecturer
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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO1171 INTRODUCTION TO MARKETING

Campus Footscray Park, Werribee, Sunbury, 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 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, 25%; Assignment 2, 25%; Final Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 perspectives.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Tests and assignments, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
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 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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO2250 ADVERTISING AND PUBLIC RELATIONS

Campus Footscray Park, Werribee, Sunbury, 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 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 Project based assignment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO2251 PRODUCT AND PRICING STRATEGY

Campus Footscray Park, Werribee, 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. Students will be able to recognise and appreciate the planning parameters and planning processes; understand the concepts and tools of strategy formulation, strategy implementation and evaluation. The subject will provide an appreciation of the roles and activities of product and brand managers and the nature of short and long term decision-making, as well as the range of influences on these decisions. The subject will also cover pricing, and how pricing strategies are formulated. Topics include: Planning and analysis tools and concepts, conducting market and competitor analysis, developing product, brand, positioning and pricing strategies, market growth strategies, strategy evaluation.


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 In-semester assessments, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO2252 SELLING AND SALES MANAGEMENT

Campus Footscray Park, Werribee, Sunbury.

Prerequisite(s) BHO1171 Introduction to Marketing.

Content Selling and Sales Management will introduce students to the principles of selling and selling theory, and the various activities involved in setting up a sales force. The responsibilities of the sales manager will also be covered. Topics include: personal selling; theories of selling; organisational buyer behaviour; communication in the sales process; preparation in the selling process; the sales presentation; handling objections; follow-up after the sale; sales force management; organizing the sales force; forecasting sales; controlling, supervising and evaluating the sales force; international sales management; ethical issues in selling.


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 buying processes, and the differences between their particular marketing strategies; business buyer behaviour and an understanding of how to communicate effectively with business clients. The means commonly used to service and motivate business customers; the selection, segmentation and targeting of industrial markets, and the role of industrial marketing research in this process; the formulation of an effective marketing mix and sound marketing plan for business to business marketing; the fundamentals of managing a business to business sales force and effectively servicing major (or key) accounts; the distribution of business to business products; the pricing of business to business products.

**Required Reading**

**Recommended Reading**

**Class Contact**
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
Business Report, 30%; Work Sheets, 30%; Final Examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO2255 TOURISM ENTERPRISE MANAGEMENT**

**Campus**
Footscray Park.

**Prerequisite(s)**
BHO1170 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**

**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**
Assessment, 60%, examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
design; strategic planning concepts; SWOT analysis; environmental analysis; strategic choice, implementing strategy; planning in turbulence.


Recommended Reading An extensive reading list is handed to students at the beginning of the semester

Class Contact 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%; Examination, 50%; Semester Test, 10%; Computer Exercise, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO2285 MARKETING RESEARCH

Campus Footscray Park, Sunbury, Kuala Lumpur.

Prerequisite(s) BEO1106 Business Statistics, BHO1171 Introduction to Marketing.

Content The subject aims to familiarise students with the applications for market research and its importance in making sound business and marketing decisions; and to complete successfully an applied research project. Topics include: introduction; the role of marketing research; research management and design; data acquisition and processing; design of surveys; marketing research and the behavioural sciences; introduction to multivariate techniques; applications of marketing research.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignments, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 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 assessment, as described in the subject guide, 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.

BHO2300 REGIONAL TOURISM MANAGEMENT I

Campus Footscray Park.

Prerequisite(s) BHO1190 Introduction to Tourism.

Content This subject introduces students to the role of regional tourism in the overall tourism industry. Topics addressed include local government policy, the impact on tourism of council amalgamations, regional tourism organisations, staffing issues at local and regional level, visitor information centres, fostering community support, and inter-regional cooperation.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Tests and Assignments, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 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 Examination, 40%; Case Studies, 30%; Assignments, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.
Content This subject aims to give students an understanding of how marketing practices can be applied either in isolation using the web or as part of an integrated communication package incorporating the web. It looks in particular at the major marketing strengths of the internet over traditional methods. The subject examines 2 cases in particular, which exemplify highly efficient uses of the web as a selling, advertising, public relations and distribution tool. Topics include: a brief introduction, building a customer relationship, an examination of the 4 P’s of marketing, branding and basic web design. Note: this subject does not provide technical training for designing web sites. A technical understanding is not required to study this subject and apply that knowledge to a business setting.
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 Class Presentation, 10%; Practical project, 30%; Check Sheets, 30%; Exam, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO2432 INTRODUCTION TO EVENTS
Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.
Content Topics will include the philosophy of events festivals and spectaculars; the socio-cultural and political dimensions of events, sporting, business and leisure event concepts, components of the event industry, event infrastructure, organisational structure of the event industry and event administrative processes.
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 Progressive assessment, 60% Examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO2434 CONSUMER BEHAVIOUR
Campus Footscray Park, Werribee, Sunbury, 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 that influence them. Topics include: characteristics of individuals, groups and organisations and their influence on purchasing behaviour; consumer behaviour; organisational buying behaviour.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments and case study, 40%; Final examination and test, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3174 INTRODUCTION TO PSYCHOLOGY
Campus Footscray Park.
Prerequisite(s) Nil.
Content The history and science of psychology, experimental methods; basic psychological concepts, the measurement of individual differences, sensation and perception, consciousness, conditioning and learning, memory and thinking, introduction to motivation, stress and health, psychology; intelligence; personality, measurement and theory; psychological disorders and treatment; social psychology.
Required Reading To be advised by lecturer
Class Contact 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 Tutorial Presentation and report, 25%; Major Assignment, 25%; Tests x 2, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BHO3254 ADVANCED MARKETING RESEARCH

Campus Footscray Park, Werribee, Sunbury, Kuala Lumpur.

Prerequisite(s) BEO2254 Statistics for Business and Marketing, BHO1171 Introduction to Marketing, BHO2285 Marketing Research.

Content The subject involves the use of case studies to help reinforce the impacts of regional tourism and success of the various regions.


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 Project, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3300 REGIONAL TOURISM MANAGEMENT 2

Campus Footscray Park.

Prerequisite(s) BHO1190 Introduction to Tourism, BHO2300 Regional Tourism 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 emphases 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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Tests and assignments, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3306 CASINO AND GAMING MANAGEMENT

Campus Footscray Park.

Prerequisite(s) Nil.

Content This unit reviews the planning, management and operational requirements of Casino and Gaming Facilities. The aims of the subject are: to develop the student's analytical and problem solving skills in the management of Gaming operations; and to evaluate the development of Casino and Gaming Complexes in Urban and Regional Development.


Recommended Reading An extensive reading list is handed to the students at the beginning of the semester

Class Contact 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 Project, 30%; Case Studies, 20%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3307 HOSPITALITY AND TOURISM MANAGEMENT SYSTEMS

Campus Footscray Park.

Prerequisite(s) BAO1101 Accounting for Decision Making, BEO1102 Information Systems for Business, BEO1106 Business Statistics.

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 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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BHO3310 PROFESSIONAL WINE AND BEVERAGE STUDIES
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject develops the students' knowledge of Australian and international beverages and their application in a commercial environment. Among the topics covered are: Australia's commercial position as a wine producer in relation to other countries. Principles of sensory evaluation and their application to a diverse range of wine styles. The changes that may occur in wines during ageing and/or production. The variances and international influences on the different wine varieties. Varietal profiles and regional characteristics of Australian wine styles. The principles of production techniques for other alcoholic beverages. The characteristics of Champagnes, cocktails, and beers. The application of wine styles to wine and food combining concepts.
Required 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, 40%; Final Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3373 INTERNATIONAL MARKETING
Campus Footscray Park, Sunbury, Kuala Lumpur.
Prerequisite(s) BHO1171 Introduction to Marketing.
Content Marketing in an international environment; international marketing research/intelligence; market segmentation on a global scale; consumer behaviour in different countries/cultures; international product/service policy; international distribution; international promotion/advertising; pricing in international markets; marketing planning on an international scale; organisation and control of international marketing; importing and exporting.
Required Reading To be advised by lecturer.
Class Contact 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 Mid-Semester Test, 10%; Major project, 30%; Class participation, 10%; Formal Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3405 ELECTRONIC RETAILING
Campus Footscray Park, Werribee.
Prerequisite(s) BEO1103 Microeconomic Principles, BEO1104 Macroeconomic Principles.
Content The 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 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 (approx. 2500 words), 25%; Presentation (approx.2500 words), 25%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3432 SERVICES MARKETING
Campus Footscray Park, Werribee, Sunbury.
Prerequisite(s) BHO1171 Introduction to Marketing.
Content This is an advanced unit in marketing that 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.
Recommended Reading Extensive reading lists are provided throughout the semester.
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.
### BHO3433 FOOD AND BEVERAGE MANAGEMENT III

**Campus** Footscray Park.

**Prerequisite(s)** BHO1121 Food and Beverage Management I, BHO1122 Food and Beverage Management II.

**Content** This subject aims to develop in students an understanding of key principles of 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** 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** Assessment, 30%; Group Project, 30%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BHO3435 MARKETING PLANNING AND STRATEGY

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

**Prerequisite(s)** BHO1171 Introduction to Marketing plus at least one 2nd year and one 3rd year marketing subjects

**Content** This subject adopts a strategic approach to marketing. The tools, techniques and analyses performed in the preparation of a marketing strategy plan will be covered in detail. In addition, the subject will evaluate a number of theories developed to assist with strategy formulation. Topics covered include: trends in marketing strategy, portfolio analysis, competitor audits, customer audits, situation analysis, selecting strategic alternatives, the business vision and mission, implementation and control processes. The culmination of this subject may involve the preparation of a marketing plan.

**Required Reading** To be advised by 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** Final examination, 40%; Individual essay, 20%; Group project, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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** 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, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.

### 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** 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** Final examination, 40%; Individual essay, 20%; Group project, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
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 Assessment, 60%; Examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.


BHO3438 TOURISM IN THE ASIA-PACIFIC REGION

Campus Footscray Park, Kuala Lumpur.

Prerequisite(s) Nil.

Content To provide students with knowledge of the institutional framework for tourism in the region; and analyse the implications for the tourism environment within which Hospitality and tourism 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.


BHO3439 TOURISM IN THE ASIA-PACIFIC REGION

Campus Footscray Park.

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 environment dimensions of tourism in the region, transport and infrastructure development, and the need for a co-operative approach to tourism development.


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 Assessment, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3440 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.


BHO3447 OCCUPATIONAL RELATIONS

Campus Footscray Park.

Prerequisite(s) Nil.

Content Tuning in to one’s experience; communication skills; forming relationships; assertion and personal rights; influence and persuasion; dealing with emotions; personal presentation skills.


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, tests and reflective journals, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3471 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 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, presentation, tests and participation, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3492 TOURISM PLANNING AND DEVELOPMENT**

**Campus** Footscray Park.

**Prerequisite(s)** BHO1190 Introduction to Tourism.

**Content** This subject examines issues of tourism planning in relation to the impacts of tourism development and sustainable tourism. Particular emphasis is given to economic/market, physical/environmental, community and integrated approaches to tourism planning. Planning and development issues for urban and rural destinations are also examined.

**Required Reading** To be advised by lecturer

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Tests and assignments, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3494 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

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Test and Assignment, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3496 TOURISM RESEARCH PROJECT**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BHO1190 Introduction to Tourism, BHO3492 Tourism 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 lecturer

**Recommended Reading** An extensive bibliography is included in the course guide

**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, test and presentation, 80%; Final test, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO3497 FIELD RESEARCH PROJECT**

**Campus** Footscray Park.

**Prerequisite(s)** BHO1190 Introduction to Tourism.

**Content** This subject enables students to observe tourism in action in the field. The subject is offered as a Summer School elective after the completion of the semester 2 examination period. Previous destinations have included Queensland, Vanuatu, Bali, Western Samoa, Vietnam and Fiji. Prior to travel students receive a briefing on the problem to be investigated. The trip involves a series of site visits and presentations from relevant tourism-related personnel. Students complete a diary during the course of the trip and write this up as an assignment on their return.

**Required Reading** To be advised by lecturer

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Project assignment, 100%. Supplementary assessment will not be available. Please note an additional charge applies for this subject.

**BHO3500 HOSPITALITY AND TOURISM INDUSTRY PROJECT**

**Campus** Footscray Park, Kuala Lumpur.

**Prerequisite(s)** Nil.

**Content** To introduce students to industry representatives and industry based project methodologies incorporating investigation techniques to better understand the issues confronting hospitality and tourism industry managers. Topics covered: Negotiating with industry representatives to identify and develop a hospitality or tourism industry project. Execution of the project which includes; undertaking a literature search and the collection and analysis of data; formulation of conclusions and recommendations; presentation of the main implications for management.


**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Progressive assessment, 50%; Final project report, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BHO3501 HOSPITALITY FACILITIES PLANNING AND DEVELOPMENT
Campus Footscray Park.
Prerequisite(s) BHO2282 Accommodation Management.
Content To introduce students to the process of planning developing and evaluating hospitality facilities via systematic market demand analysis and feasibility study. Topics 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.
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, 80%; Final Examination, 20%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3502 FOOD CHOICE FOR HEALTHY MENUS
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject examines recent food trends and the factors affecting consumer food choice with particular reference to nutritional issues. The nutritional needs and wants of different groups of consumers will be interpreted and applied to the development of dishes and to the planning of healthy menus.
Required Reading Drummond, K.E., 1996, Nutrition for the Foodservice Professional, Van Nostrand Reinhold, 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 Progressive assessment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO3503 NATIONAL CULTURES AND CUISINES
Campus Footscray Park.
Prerequisite(s) BHO1121 Food and Beverage Management I, BHO1122 Food and Beverage Management II.
Content To introduce students to the factors which shape the nature and structure of the hospitality industry and cuisines in different cultures. Topics covered: the impact of climate and geography on food types and food production methods; the impact of climate, geography and culture on food and the culture's foodservice industry of two different cultures; sensory evaluation of different cuisines.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Progressive assessment, 60%; Final assessment, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 aspects of promotional elements and marketing information systems. Topics covered would include: strategy development and implementation in advertising, personal selling, publicity, 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignments and class presentations, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 provide participants with a strong marketing framework on which to base managerial decisions effecting 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; strategic moves for competitive edge marketing in domestic, export and global markets.
Recommended Reading To be advised by lecturer
**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Class presentation, 50%; Research proposal, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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.


**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Class presentation, 50%; Research proposal, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB1102 CONTRACTS 1**

**Campus** Footscray Park, City Queen.

**Prerequisite(s)** Nil.

**Content** This subject aims to introduce students to the fundamentals of contract law to enable them to understand the principles and applications of contracts in Australian law. The subject will also examine some of the theoretical and historical debates in this area. Topics include: the principles and theories of contract law and their evolution and application in the common law of England and Australia will be studied; the elements of a valid legal contract, formalities associated with contract formation; legal capacity to contract; and factors which may vitiate a contract.

**Required Reading** Further 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** Assignment (3,000 words), 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB1103 AUSTRALIAN ADMINISTRATIVE LAW**

**Campus** Footscray Park, City Queen.

**Prerequisite(s)** Nil.

**Content** This subject will cover both common law and statutory administrative law rules with particular reference to Commonwealth administrative law legislation and processes relating to such matters as judicial review, administrative review on the merits, freedom of information legislation and the role of the Ombudsman.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment (3,000 words), 40%; Moot court, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BLB1114 LEGAL RESEARCH METHODS
Campus Footscray Park, City Queen.
Prerequisite(s) Nil.
Content Students will be introduced to primary and secondary legal sources of legal research materials and the means of researching them using both paper based and electronic resources. Students will learn to apply and evaluate appropriate research strategies and techniques and methods of citation.
Required Reading As required by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment 1 (1,500 words), 20%; Assignment 2 (1,500 words), 20%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB1115 TORTS
Campus Footscray Park, City Queen.
Prerequisite(s) Nil.
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 (2,500 words), 30%; Moot court exercise/ Clients interviewing, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB1117 CONTRACTS 2
Campus Footscray Park, City Queen.
Prerequisite(s) BLB1101 Australian Legal System in Context, BLB1102 Contracts 1.
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 (4-5,000 words), 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB1118 CONSTITUTIONAL LAW
Campus Footscray Park, City Queen.
Prerequisite(s) Nil.
Content An examination of basic principles upon which a constitution can be based, such as positivist and natural law theories. A consideration of unitary and federal systems, written and unwritten constitutions, and the effect each of these can have on parliamentary sovereignty and the separation of legislative, executive and judicial powers. The subject will also consider the ideas of writers such as Hobbes and Dicey and their impact on the development of constitutional law, and the refinement of the federalist concept by North American and other writers.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Major assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB2119 CORPORATIONS LAW 1
Campus Footscray Park, City Queen.
Prerequisite(s) BLB1101 Australian Legal System in Context.
Content This subject will provide a basic overview of Australian Corporations Law. It will examine the historical development of this area of law, its key principles and policies, and the institutional arrangements supporting its application. Particular attention will be given to areas such as corporate personality, company formation, corporate governance, distribution of powers, membership, meetings, duties of officers, shares and capital raising, auditing and accounts and the structure of corporate regulation. The subject will
also introduce students to laws affecting other forms of business association, particularly the law of partnerships.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 30%; Moot court presentation, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB2120 LEGAL WRITING AND DRAFTING**

**Campus** Footscray Park, City Queen.

**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, stages in the preparation of a document, taking instructions, researching the law, the first draft, interpretation and enforcement.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, 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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB2121 LEGAL THEORY**

**Campus** Footscray Park, City Queen.

**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.


**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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB2122 ADVOCACY AND COMMUNICATION**

**Campus** Footscray Park, City Queen.

**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. An exploration of the basics of interviewing, drafting, briefing, negotiating and risk management techniques.

**Required Reading** Perry, M.C., 1990, _Hampel on Advocacy: 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/Moot court, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB2123 TRADE PRACTICES LAW AND POLICY**

**Campus** Footscray Park, City Queen.

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

**Content** The subject will examine aspects of competition law with emphasis on the Trade Practices Act. Issues examined will include price-fixing, boycotts, misuse of market power, anti-competitive exclusive dealing, resale price maintenance and anti-competitive mergers. In addition, the subject will examine the new Access and Telecommunication Regimes set out in the Trade Practices Act and conclude with a consideration of the various penalties and remedies under the Act.

BLB2125 REAL PROPERTY LAW

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Major assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB2124 CORPORATIONS LAW 2

Campus Footscray Park, City Queen.

Prerequisite(s) BLB2119 Corporations Law 1.

Content The aim of this subject is to introduce students to the key principles, policies and rules governing takeovers and corporate reconstruction and arrangements in Australia. This involves a close examination of chapter 6 of the Corporations Law and the Australian Securities and Investment Commission policy statements and practice notes governing this area. This subject will provide students with an in depth knowledge of Corporations Law rules regarding takeovers and corporate reorganisation in Australia.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB3127 DISPUTE RESOLUTION AND CIVIL PROCEDURE

Campus Footscray Park, City Queen.

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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB3128 CRIMINAL LAW**

Campus: Footscray Park, City Queen.

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

**Content:** This subject shall provide an introductory examination of the form and content of criminal law and some of the key procedural and evidentiary aspects of criminal trials. It will also include an exploration of the various competing theories as to the bases of criminal behaviour. Finally, the subject will examine key issues in respect to sentencing policy in criminal cases.


**Class Contact:** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Assignment, 25%; Oral presentation/Moot court, 25%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB3129 INTELLECTUAL PROPERTY LAW**

Campus: Footscray Park, City Queen.

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

**Content:** The following areas will be examined: copyright and neighboring rights (including performers' rights and databases); registered designs and the protection of industrial designs; trade secrets and confidential information; patents; and trademarks, neighboring rights (including performers' rights and databases); patents; and trademarks, including the law of passing off. Competition and trade practices law shall be considered.


**Class Contact:** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB3130 INTERVIEWING AND NEGOTIATION SKILLS**

Campus: Footscray Park, City Queen.

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

**Content:** This subject comprises two related components: client interviewing and negotiation skills. Client interviewing outlines the legal and ethical framework within the interview process and techniques for ascertaining relevant information from the clients. The negotiation skills component is through role-plays and case studies, concentrating on the dynamics of the negotiation process, the variety of strategies available, and the appropriate framing of negotiations.


**Class Contact:** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment:** Negotiation Assignment, 30%; Interviewing Assignment, 30%; Tutorial Presentations, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB3131 LAWYERS AND LEGAL ETHICS**

Campus: Footscray Park, City Queen.

**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 of 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.


**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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB3132 SECURITIES LAW**

Campus: Footscray Park, City Queen.

**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**

**Recommended Reading**

**Class Contact**
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
Assignment 1, 50%; Assignment 2, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB3133 COMPARATIVE COMMERCIAL LAW**

**Campus**
Footscray Park, City Queen.

**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**

**Recommended Reading**

**Class Contact**
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
Assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB3134 TAXATION LAW**

**Campus**
Footscray Park, City Queen.

**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**

**Recommended Reading**

**Class Contact**
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
Assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB3136 FAMILY LAW IN SOCIETY**

**Campus**
Footscray Park, City Queen.

**Prerequisite(s)**
Nil.

**Content**
The subject identifies family law by way of introduction as a discrete study from the historical and social perspective. The topics of the Court’s jurisdiction and the Court’s approach to marriage nullity and divorce are dealt with in the early part of the subject. Children’s matters under the Family Law Act are usually difficult and complex and the relevant provision of the legislation as well as the practice of the Court in dealing with them is given careful consideration. Associated topics of child support and domestic family violence are also examined. The increasing complex treatment under the legislation dealing with the division of property including superannuation is thoroughly examined. The subject also examines dispute resolution procedures and the obligations of Family Law practitioners operating within those procedures. A brief comparison of the legal position of parties to a marriage and de facto couples rounds out the content of this subject.

**Required Reading**

**Recommended Reading**

**Class Contact**
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**
Research Assignment (2500 words), 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLB4135 AUSTRALIAN EMPLOYMENT LAW**

**Campus**
Footscray Park, City Queen.

**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 relationships. 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.
BLB4137 ASIAN LEGAL SYSTEMS

Campus Footscray Park, City Queen.

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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB4138 CONFLICT OF LAWS

Campus Footscray Park, City Queen.

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

Assessment Assignment (2,500 words), 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB4139 EVIDENCE

Campus Footscray Park, City Queen.

Prerequisite(s) BLB1101 Australian Legal System in Context.

Content This subject includes the following components: The rules of evidence; the participants (the judge, jury, accused, witnesses and lawyers); adducing evidence; the course of evidence (examination-in-chief, cross-examination and re-examination); exclusionary rules (eg. hearsay, privilege and immunity); (vi) inclusionary rules (e.g. res gestae); exceptions to both these rules; and the development of students' skills in presenting both oral and written argument.


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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB4140 PRIVACY AND MEDIA LAW**

Campus  Footscray Park, City Queen.

Prerequisite(s)  BLB1101 Australian Legal System in Context.

Content  The aim of this subject is to provide students with an overview of the laws that affect broadcasting and print media in Australia. Principle topics in privacy law will include clarification of concepts; the legal profile of privacy; territorial privacy or intrusion; information privacy; the Privacy Act 1988 (Cth) and its sectoral applications; databases and identifiers; comparison between Australian and overseas regimes; industry codes and regulation; common law actions indirectly protecting privacy interests; and current issues. Topics in media law will include freedom of speech in Australia and elsewhere; civil defamation law; court reporting; contempt of court; reporting political events; contempt of Parliament; the Press Council; illegal publications.


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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB4141 INTERNATIONAL TRADE LAW**

Campus  Footscray Park, City Queen.

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 analyses of principles in the agreements of the Uruguay Round, the international trade dispute resolution regime, and trade related aspects such as services, intellectual property, agricultural products. This second part also discusses the functions of the IMF and the World Bank.


Class Contact  Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of 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 assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLB4142 ADVANCED LEGAL RESEARCH DISSERTATION**

Campus  Footscray Park, City Queen.

Prerequisite(s)  BLB1101 Australian Legal System in Context, BLB1114 Legal Research Methods.

Content  The subject involves advanced legal research and writing on a topic of the student’s choice. In consultation with the subject co-ordinator, 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.

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  Research assignment (5,000 - 8,000 words), 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BLO1105 BUSINESS LAW**

Campus  Footscray Park, Werribee, Sunbury, City Queen, Kuala Lumpur.

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; mistake; misrepresentation; duress, undue influence and unconscionable conduct; legality of purpose; discharge of contract; remedies for breach of contract.

FACULTY OF BUSINESS AND LAW

Recommended Reading: No Information.

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: Tutorial Attendance, 10%; Assignment (2,500 words), 30%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO1452 TOURISM LAW

Campus: Footscray Park, Werribee, City Queen.

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, Australian Business Law, CCH.


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: Class Test, 20%; Assignment, 20%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2205 CORPORATE LAW

Campus: Footscray Park, Werribee, City Queen, 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 company 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 Company.

Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment, 30%; Examination & Tests, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2206 TAXATION LAW & PRACTICE

Campus: Footscray Park, Werribee, City Queen, 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: Australian Income Tax Legislation, Butterworths.

Recommended Reading: Lehmann and Coleman, Taxation Law in Australia, Butterworths; Woellner, Vella, Le Burn and Chippindale, Australian Taxation Law, (latest edition), CCH.

Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignment, 30%; Final Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2207 EMPLOYMENT LAW

Campus: Footscray Park, Werribee, Sunbury, City Queen.

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

Recommended Reading: To be advised by lecturer

Class Contact: Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment: Assignments and class work, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BLO2233 HEALTH AND SAFETY LAW
Campus Footscray Park, Werribee, City Queen.
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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 20%; Final examination and tests, 80%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2253 TAXATION B
Campus Footscray Park, City Queen.
Prerequisite(s) BLO2206 Taxation Law & 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 Woellner, Vella and Burns, Australian Taxation Law (latest edn), CCH.
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 30%; Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2300 COMMERCIAL LAW
Campus Footscray Park, Werribee, City Queen.
Prerequisite(s) BLO1105 Business law.
Content To extend the student's knowledge and understanding of the law of contracts by a study of particular kinds of contracts, and other areas of special interest to commerce, industry and consumers. Topics which will be covered include the law of Impaired Terms in relation to Goods, 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.
Recommended Reading Greig and Gunningham, Commercial Law, 3rd edn, Butterworths; Goldring, Mahe and McKeough, Consumer Protection Law, current edn, Federation Press; Healey, D, Australian Trade Practices Law, CCH; Yorston, Fortescue and Turner, Australian Commercial Law current edn, Law Book Co; Other reading as advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 30%; Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2401 MUSIC INDUSTRY LAW
Campus Footscray Park, City Queen.
Prerequisite(s) BEO2400 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 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 Examination, 50%; presentation, 10%; Two assignments, 20% each, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO2406 CYBER LAW
Campus Werribee, City Queen.
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 arises 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; assignment 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 e.g. data protection legislation.

**Required Reading**


**Recommended Reading**


**Class Contact**

Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Presentation (15 minutes), 10%; Research Assignment (4,000 words), 40%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO2500 ENVIRONMENTAL LAW**

**Campus** Footscray Park, City Queen.

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

**Content**

This course aims to provide students with the means to recognise 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.

**Required Reading**


**Recommended Reading**


**Class Contact**

Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignment, 40%; Final Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO2501 LAND LAW**

**Campus** Footscray Park, City Queen.

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

**Content**

This subject aims to provide students with an understanding of how different cultures place different values on property ownership in general and land ownership in particular; the historical development under the English legal system of the right to land usage and ownership; the significance of land to the Australian Aboriginal; to evaluate recent developments in recognition of Native Title in the Aboriginal communities; to understand the factors which shaped current Native Title rights and possible future developments.

**Required Reading**


**Recommended Reading**

To be advised by lecturer.

**Class Contact**

Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

Assignment, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO2502 TRANSPORT LAW**

**Campus** Footscray Park, Werribee, City Queen.

**Prerequisite(s)** BLO1105 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 Marine Claims 1976 and the Limitation of Liability for Marine Claims Act 1989(Cth.) the International Maritime Organisation (IMO) Liner Conventions primarily concerning cargo; the Berne Convention on International Railway Transport (COTIF) 1980, domestic railway operations governed by Commonwealth and State legislation, including liability regimes, private operator access to Australian railways; the Geneva Convention on the Contract for the International Carriage of Passengers and Luggage by Road 1973 and Protocol 1978; Road Transport: regulation and liability within Australia, liability for dangerous goods; occupational health and safety, privatisation through toll roads; carriage of goods by land under the Carriers and Innkeepers Act 1958 (Vic); implications of the Trade Practices Act 1974(Cth) on carrier liability; border controls, regulatory (Customs and Quarantine) aspects of carriage of goods and persons.

**Required Reading**


**Recommended Reading**

BLO2503 MARKETING LAW

Campus Footscray Park, City Queen.

Prerequisite(s) BLO1105 Business Law.

Content The subject primarily examines the legal rights and obligations as between suppliers of goods and services and their competitors and between suppliers and customers. It covers a range of topics and issues including: sales techniques and marketing abuses; disclosure of information, misrepresentation and misleading advertising under Commonwealth and State legislation; laws governing product standards, occupational licensing and liability for products and services; distribution arrangement including franchising agreements; marketers and intellectual property law; marketers and international trade law; electronic marketing and legal risk management.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment (2,500 words), 30%; Open Book Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO3250 LAW OF INSOLVENCY

Campus Footscray Park, City Queen.

Prerequisite(s) BLO2205 Corporate Law.

Content The aim of the subject is to provide students with the knowledge of the law relating to personal and corporate insolvency in a practical setting.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 40%; Examination, 50%; Tutorial Participation, 10%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO3305 ADVANCED CORPORATE LAW

Campus Footscray Park, City Queen.

Prerequisite(s) BLO2205 Corporate Law.

Content This subject aims to build on the knowledge students have gained in Corporate Law concerning the law relating to business structures and companies. Topics include: The role of the Australian Securities and Investment Commission and the Australian Stock Exchange, takeovers, shareholder rights, corporate groups, effect of privatisation and corporatisation of publicly owned enterprises such as Telstra and the SEC, impact of CLERP and other current issues.


Class Contact 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 Class Presentation, 15%; Assignment, 25%; Final Exam, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO3313 ADVANCED TAXATION LAW AND PRACTICE

Campus Footscray Park, Werribee, City Queen.

Prerequisite(s) BLO2206 Taxation Law & 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.


Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 30%; Examination, 70%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO3332 ADMINISTRATIVE LAW

Campus Footscray Park, City Queen.

Prerequisite(s) BLO1105 Business Law.

Content The subject will address the need for informing and challenging students to develop knowledge and skills in the area of Constitutional and Administrative law. Topics include: challenging
a by-law; introduction to decision-making; appeal procedure and the Federal and Victorian Administrative Appeals Tribunal; ombudsman; ultra vires, reason for decisions, consultation and notice; freedom of information; natural justice; privative clauses; remedies; constitutional/ administrative law overlap.


**Recommended Reading** To be advised by Lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 40%; Class Participation, 10%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO3351 LEGAL TOPICS A**

**Campus** Footscray Park, City Queen.

**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 liens, privacy and censorship. Special legal topics have been introduced as required.

**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** Research paper, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO3352 LEGAL TOPICS B**

**Campus** Footscray Park, City Queen.

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

**Content** This subject is intended to increase students’ knowledge of certain areas of the law, and thereby assist them as participants in the business community. The selection of topics may vary, but includes: alternative dispute resolution; administrative law; the law relating to wills, probate and administration; special legislation which will include an examination of the resolution of disputes under the Family Law Act 1975.


**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** Examination, 70%; Research Paper, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO3405 LAW OF FINANCIAL INSTITUTIONS AND SECURITIES**

**Campus** Footscray Park, City Queen.

**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 (NBFIs) 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** 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** Internal assessment and final examination, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO3451 CATERING & HOTEL LAW**

**Campus** Footscray Park, City Queen.

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

**Content** The aim of the subject is not to impact 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 Either: Vermeeesch, R.B. and Lindgren, K.E., Business Law of Australia, CCH.

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. Normally to be delivered as two hours of lectures and one hour of 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, Assignments and examinations, 100%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO3500 COMPARATIVE LAW
Campus Footscray, City Queen.
Prerequisite(s) BLO1105 Business law.
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 Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 40%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO9211 SPORT, LAW AND THE ATHLETE
Campus Sunbury.
Prerequisite(s) BLO1105 Business law.
Content This subject will commence with an introduction to the Australian legal system. It will then proceed to give an overview of the law of contract, which is fundamental to understanding much sports law. The students will then be introduced to those laws that have direct and practical application to 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 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, 25%; Class presentation, 10%; Class participation, 5%; Examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BMO1102 MANAGEMENT & ORGANISATION BEHAVIOUR

Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.
Content The aims of this subject are to provide students with an understanding of organisational behaviour and management theory; to assess critically the underlying values of these theories; to assess critically the utility and application of the management practices informed by these theories in the Australian context; and to analyse critically the values of Australian managers concerning behaviour in organisations and to evaluate the effectiveness of these assumptions. This subject includes the following topics: overview of the development of organisation/management theory; analysis of scientific management, human relations theory; group behaviour; group dynamics, conflict resolution, leadership; concentrating on Australian case studies and incorporating a consideration of issues of gender, ethnicity and age; applications of management/organisation theory in Australia; communication processes, and quality of working life.
Class Contact 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 Three internal assessment tasks, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO2110 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 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.

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 churn; alternative approaches to space usage; space management software; and assessment of facility quality and building performance.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Project/case study, 30%; Class assignment, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO2181 OPERATIONS MANAGEMENT

Campus Footscray Park.
Prerequisite(s) Nil.
Content The aim of this subject is to enable business graduates to co-ordinate the operations functions effectively. This requires an understanding of both the activities involved in the operations function and the decision making techniques needed to control it. This subject includes the following topics: definition of operations function in manufacturing and service industries; the planning and control of the operations process; application of analytical methods and techniques to production.
Required Reading Gaither, N., 1998, Production and Operations Management, 8th edn, Duxbury Press, USA.
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Computer workshop assignment, 20%; Research assignment, 20%; Group presentation, 10%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO2182 ENTREPRENEURIAL BUSINESS MANAGEMENT

Campus Footscray Park.
Prerequisite(s) BMO2100 Introduction to Small Enterprise.
Content This subject considers the application of managements studies to the small enterprise sector. Topics include comparative business structures; characteristics of small business owner managers; employee relations and training issues in small firms; business planning; and technology and small enterprise management.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO2183 ENTREPRENEURIAL BUSINESS ISSUES

Campus Footscray Park.
Prerequisite(s) BMO1102 Management & Organisation Behaviour.
Content This subject aims to introduce students to a deeper understanding of a range of issues important to the success of entrepreneurial business. Topics include opportunity recognition; business planning; innovative marketing; entrepreneurial management issue and franchising.
Required Reading Cases and readings to be advised by lecturer.
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO2184 OPERATIONS SUPPORT SYSTEMS

Campus Footscray Park.
Prerequisite(s) 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 (MRPII) and MRPII; introduction to service requirement systems.
Recommended Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Class topic presentation, 10%; Computer workshop assignments, 10%; Final examination, 50%; Research assignment, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO2271 ORGANISATIONS

Campus Footscray Park, Werribee.
Prerequisite(s) BMO1102 Management & 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.
The subject aims to provide 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; materials management functions; physical distribution; and the measurement of customer service from manufacture via distribution channels.

**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**

- Distribution Centre Assignment, 20%;
- Logistics Problems and Simulation, 20%;
- Case Study Evaluation, 20%;
- Final Examination, 40%.

Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO2354 CONFERENCES AND MEETINGS MANAGEMENT**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** BMO1102 Management & Organisation Behaviour

**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.

**Required Reading**


**Recommended Reading**


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**

- Class assignment, 20%;
- Syndicate conference project, 40%;
- Final examination, 40%;
- Class assignment, 20%;
- Syndicate conference project, 40%;
- Final examination, 40%.

Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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.

**Required Reading**


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**Notes**

- Recommended Reading

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**Assessment**

- Final examination, 50%;
- Final examination, 40%;
- Class assignment, 20%;
- Syndicate conference project, 40%;
- Final examination, 40%;
- Final examination, 40%.

Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BMO2531 EVENT PROJECT MANAGEMENT

Campus Footscray Park, Sunbury.
Prerequisite(s) BMO1102 Management & Organisation Behaviour.

Content Topics include: integrating project management with organisational strategy, managing project structures, selecting building and leading teams, negotiating projects and managing conflict, initiating projects, project management tools and techniques, resource scheduling and risk management, progress performance management and evaluation, project audit and closure.


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, 25%; Assignment 2, 25%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 & 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 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 1, 25%; Research assignment 2, 25%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 organisation; practical behavioural skills which contribute to the formulation, implementation and evaluation of effective work practices; the methods and the need of investigation in behavioural studies, the nature of the person, the various capacities of people and some approaches in the study of a person, the relationship between the person and the organisation, identifying various managerial roles such as leadership and power, their use and misuse.


Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Tutorial Presentation and Report, 20%; Participation, 10%; Multiple Choice Test No. 1, 20%; Multiple Choice Test No. 2, 20%; Major Assignment, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, 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 & Organisation Behaviour.

Content The aim of this subject is to introduce the principal components of the human resource management function; and to examine the links between the effective utilisation of human resources and overall organisational effectiveness. This subject includes the following topics: overview of personnel and human resource management; influences on HRM function, recruitment, selection, orientation, equal employment opportunity and affirmative action, 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 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 Final exam, 40%; Individual presentation, 10%; Group assignment - case study and report, 35%; Mid-semester test, 15%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3264 BUSINESS COMMUNICATIONS TECHNOLOGIES

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 telecommunications 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.

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 Class assignment, 20%; Project, 30%; Final Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3292 BUSINESS ETHICS

Campus Footscray Park, Werribee, Sunbury.

Prerequisite(s) BMO1102 Management & Organisation Behaviour.

Content This subject aims to provide an understanding of the ethics of the current business world by exploring some of the problems of reputation, responsibility and values encountered in business. The subject also considers the reasons why management risk must be examined within the perspective of each company's business challenges. The topics include personal and professional integrity; corporations and cultures; the concept of the individual responsibility; social responsibility; the meaning of work; risk management; work relationships.

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 Essay, 20%; Diary, 30%; Tutorial presentation and paper, 25%; Group research report, 25%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3319 ASIAN BUSINESS ENVIRONMENT

Campus Footscray Park, Werribee, Sunbury.

Prerequisite(s) BMO1102 Management & 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.


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 Test, 20%; Assignment, 30%; Examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3320 INTERPERSONAL & ORGANISATIONAL NEGOTIATION

Campus Footscray Park, Sunbury.

Prerequisite(s) BMO1102 Management & Organisation Behaviour.

Content The aims of this subject are to introduce the application of experiential learning to the teaching of interpersonal and organisational negotiation; to provide a theoretical framework linking communication and negotiation in groups and organisations and to develop students' skills in negotiation in these contexts. The subject includes the following topics: the role of a
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 resource managers; consulting and counselling as specific forms of interviewing; interview interpersonal and assertiveness skills; coaching and team building; the counselling and consulting roles of the human resource manager.

Required Reading
To be advised by lecturer

Recommended Reading

Class Contact
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Class presentation, 20%; Journal, 20%; Video role play, 20%; Final examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3325 HUMAN RESOURCES 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 systems; and evaluation of the training function.

Required Reading
To be advised by lecturer

Recommended Reading

Class Contact
Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment
Written report, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3326 PUBLIC ADMINISTRATION

Campus Footscray Park, Sunbury.

Prerequisite(s)
BMO1102 Management & 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.

**Required Reading** To be advised by lecturer

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Research assignment, 35%; Class presentation, 15%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3327 ORGANISATIONAL CHANGE AND DEVELOPMENT**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** BMO1102 Management & Organisation Behaviour.

**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** 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** Class presentation, 20%; Final examination, 50%; Research assignment, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3328 HEALTH AND SAFETY MANAGEMENT**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** BMO1102 Management & 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 causational; occupational stress; working hours, precarious employment and emerging OHS issues; regulation and trade unions in OHS; management systems and employee empowerment; preventive strategies; workers' compensation and rehabilitation practices.


**Class Contact** 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 study analysis, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3330 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 convergence theories, dependency theories, cultural theories and institutionalist theories. The theoretical framework will then be applied to the above mentioned countries.


**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Research essay (3,000 words), 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3351 WORKPLACE INDUSTRIAL RELATIONS**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** BMO1102 Management & Organisation Behaviour.

**Content** The aims of this subject is for students to develop a critical understanding of the interaction between management, employees and unions at the workplace. Topics include the changing nature of employment and the implications of trends in precariousness employment for the future of work; redefining employment relations in the knowledge economy, strategic employee relations policies and practices; the role of workplace unionism and workplace bargaining; non-union workplaces;
workplace consultative processes and grievance handling; women workers and affirmative action and managing diversity.

**Required Reading** A collection of current readings will be compiled for students to purchase.


**Class Contact** 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 assignment, 30%; Final examination, 50%; Class presentation, 20%. Students are expected to satisfy fully each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3352 INTERNATIONAL MANAGEMENT**

**Campus** Footscray Park.

**Prerequisite(s)** BMO1102 Management & Organisation Behaviour.

**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** 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** Essay, 20%; Final examination, 50%; Case study, 30%. Students are expected to satisfy fully each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3381 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 queuing; network models and soft systems analysis; quality control and assurance; and advances in manufacturing technology.


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

**Class Contact** Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Simulation assignment, 10%; Problems, 10%; Industrial project, 30%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3405 LIVE PERFORMANCE MANAGEMENT**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the organisational and management responsibilities of developing and presenting an act for small and larger scale live productions. At the completion of the subject students should be able to explain the processes involved in creating and building a live performance act, the technological requirements for small, medium and large scale productions, the logistical requirements for touring and key issues involved in international touring.


**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** Examination, 40%; Assignment 1, 30%; Assignment 2, 30%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO3420 HUMAN RESOURCE INFORMATION SYSTEMS**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** BCO1102 Information Systems for Business; BMO3220 Human Resource Management.

**Content** The aims of this subject are to study and critically evaluate the principles and methodologies involved in the management of information about human resources; and to develop the knowledge and skills to effectively use and manage human resource information systems (HRIS). The subject includes the following topics: information technology; human resource management information requirements; features and users of HRIS’s; analysis, development, implementation and management of HRIS’s; practical use of the HR module as an example of HRIS software that students are likely to encounter in a typical business context.
organisation; and issues in the development of HRISs for strategic purposes.

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 Assignments, 60%; Final Examination, 40%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3421 MANAGING THE SERVICE ORGANISATION

Campus Footscray Park, Werribee, Sunbury.

Prerequisite(s) BMO1102 Management & Organisation Behaviour.

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


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 Individual report, 15%; Presentation, 10%; Group survey assignment, 25%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3422 STRATEGIC MANAGEMENT

Campus Footscray Park, Sunbury.

Prerequisite(s) BMO1102 Management & Organisation Behaviour.

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 direction; planning strategy; implementing strategy; global strategic management and future directions.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Industry analysis, 20%; Group case study, 30%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3476 TRAINING AND DEVELOPMENT

Campus Footscray Park, Sunbury.

Prerequisite(s) BMO3220 Human Resource Management.

Content The aims of this subject are to provide students with an understanding of the theory and practice of training and development; to assess critically the effectiveness of adult learning principles and training and development techniques; to enable students to develop knowledge and skills with regard to the design, management and evaluation of training and development; and to enable students to analyse the training needs of individuals and to design an appropriate development program. This subject includes the following topics: the importance of training for organisational effectiveness and individual career development; training productivity and quality of worklife; training needs analysis and skills audit and job analysis; computer assisted and managed learning; selling, training and development programs within an organisation.


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

Class Contact 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 Group presentations, 20%; Syndicate group project, 30%; Final examination, 50%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO3851 ENGINEERING MANAGEMENT 2

Campus Footscray Park.

Prerequisite(s) Nil.

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 system role of unions and employers, and practical requirements of running a small engineering company.

Required Reading Current Available Text Book - 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 Class tests and assignments, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BM0440 HONOURS RESEARCH (FULL TIME)
Campus Footscray Park, City Flinders.
Prerequisite(s) BM04430 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 BM04430 Business Research Methods. As part of the assessment, students are required to present one one-hour seminar on their research work.
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 Seminar presentation, 15%; Written thesis, 85%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BM04401 HONOURS RESEARCH THESIS (PART-TIME)
Campus Footscray Park, City Flinders.
Prerequisite(s) BM04430 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 BM04430 Business Research Methods. As part of the assessment, students are required to present one one-hour seminar on their research work.
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 30 credit points.
Assessment Written thesis, 85%; Seminar presentation, 15%. Students are expected to satisfactorily complete each component of assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BM04420 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

BM04422 INNOVATION AND ENTREPRENEURSHIP
Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.
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-School study of the concepts of innovation, entrepreneurship and 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, entrepreneurial and entrepreneurial process; new venture ideas; market opportunities; competitive advantage; human resource issues; personal ethics; identifying and marshalling key stakeholders; financial considerations: acquisition of resources, and ownership and structure; innovators in action: managing rapid growth, managing a troubled organisation, and crafting a personal strategy.
Required Reading To be advised by lecturer

BM04423 STRATEGIC ANALYSIS
Campus Footscray Park, City Flinders.
Prerequisite(s) Nil.
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.
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 nature of union involvement at the workplace; and role of equal employment opportunity and affirmative action policies; the nature of 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

### Assessment
Class presentation, 20%; Written assignment, 30%; Final examination, 50%. Students are expected to satisfactorily complete each component of the subject guide, 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** 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** Semester assignments, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of the subject guide, 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** 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, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
Postgraduate Studies

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;
- Work and Economic Policy Research Unit;
- 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 Commerce 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 data-bases and materials which 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 issues, the public sector, accounting education, corporate reporting and finance-related topics.

The high level of research activity is evident in the number of domestic and international conferences and seminars staff present at each year.

The School offers master degrees by research as well as PhDs.

School of Applied Economics
The School offers coursework postgraduate programs in Business Economics and International Trade. Within these programs students can elect to enrol in either a postgraduate diploma or a Masters Degree. The School also offers Masters degrees by Research and PhDs.

The research interests in the School are broad and staff are involved in a number of research and consultancy activities dealing with economic analysis applied to international trade and industrial economics, small business and tourism economics.

The School has extensive databases and much use is made of the Trade Data Base for research purposes.

School of Hospitality, Tourism and Marketing
The School has a number of active research programs related to its core areas Hospitality, Tourism and Marketing. Researchers within the School examine a diverse range of issues associated with these areas including studies of aspects of consumer behaviour, eco-tourism, tourism in developing markets, social and ethical issues associated with marketing, food safety issues, educational issues within the three disciplines, and studies of various tourism segments. In addition the School has a range of PhD, Masters and Honours students undertaking projects in these and related areas.
In many cases the research in multidisciplinary and is undertaken in close collaboration with organisations and industry bodies, as well as other areas of the Faculty and University. The School has especially close links with the University's Centre for Hospitality, Tourism Research and the Cooperative Research Centre for Sustainable Tourism. Many of the projects being undertaken are funded from industry and government sources.

School of Information Systems

The School has research interests in the areas of systems development, network management, user computing, enterprise resource planning systems, inter-networking, small business and technology, electronic commerce, information planning and resource management, information systems curriculum development, image processing, executive information systems, information planning and resource management, gender and equity issues in professional practice and training, executive and management information systems, documentation and user involvement and support.

The Electronic Commerce Unit is a research arm of the School of Information Systems. The Unit conducts research seminars on a number of campuses for staff and students involving visiting scholars as well as School staff. The 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, Enterprise Resource Planning Systems, 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 enhances the research capabilities of the School and provides a framework within which consultancies can be negotiated, grant applications can be developed and links are 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 regularly hosts visits by leading legal academics from Asia, United States, Canada, the United Kingdom and Europe 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 aim 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.
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.

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.

Admission Requirement(s)
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with business administration or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

Course Structure
The course comprises of 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.

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.

Course Duration
The course will normally require full-time study over three years or the part-time equivalent.

Admission Requirement(s)
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. 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 score of 6.5 and no individual band score less than 6.

Course Structure
Core subjects
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
BAO6534 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.
Course Structure
BGP8016  International Business
BGP8017  Strategy and Innovation
BGP8018  Contemporary Business Research
BGP8019  Research Proposal Preparation and Writing
BGP8020  Performance Management
BGP8021  Corporate Governance
BGP8000  DBA Dissertation

or
BGP9002  DBA Research Project A, and
BGP9003  DBA Research Project B

or
BGP9005  DBA Research Paper A, and
BGP9006  DBA Research Paper B, and
BGP9007  DBA Research Paper C

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.

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.
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.

Course Duration
The course may be offered on a full-time basis over one semester or part-time equivalent. Each subject carries a value of 15 credit points. Students must complete 60 credit points through academic study in order to graduate.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
BAO5527 Accounting Systems and Technology
BAO5543 Accounting Systems and Processes
BE05538 Economics
BE05539 Business Statistics

Master of Business (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. Graduates will be able to interpret and analyse financial information and qualify for the CPA designation of the CPA Australia.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
Students who hold an undergraduate degree in Accounting and wish to enhance their accounting skills.
Eight subjects from:
BAO5528 Accounting for Public Sector Managers
BAO5730 The Professional Accountant & Effective Communication
BAO5731 Contemporary Issues in Financial Accounting
BAO5732 Contemporary Issues in Management Accounting
BAO5733 Contemporary Issues in Corporate Finance
BAO5734 Financial Analysis
BAO5735 Advanced Forecasting, Planning and Control
BAO5736 Managerial Control Systems
BAO5743 Comparative International Accounting
BAO6615 Accounting Project and
BAO7742 Business Research Methods
or
BAO7700 Thesis (Full Time)

Students who hold an undergraduate degree in Accounting and wish to obtain specialist professional accounting qualifications.
BAO5561 Reporting and Professional Practice
BAO5562 Corporate Governance and Accountability
BAO7742 Business Research Methods
plus three subjects from:
BAO5566 Treasury
BAO5567 Taxation
BAO5574 Strategic Management Accounting
BAO5575 Financial Accounting
BAO5576 Assurance Services and Auditing
*This group is designed to achieve CPA status for graduates.
plus six subjects from:
BAO5528 Accounting for Public Sector Managers
BAO5730 The Professional Accountant and Effective Communication
BAO5731 Contemporary Issues in Financial Accounting
BAO5732 Contemporary Issues in Management Accounting
BAO5733 Contemporary Issues in Corporate Finance
BAO5734 Financial Analysis
BAO5735 Advanced Forecasting, Planning and Control
BAO5736 Managerial Control Systems
BAO5743 Comparative International Accounting
BAO6615 Accounting Project
or other 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 (Finance)

Course Objectives
The course aims to provide an opportunity for finance and non-finance professionals to receive a comprehensive finance education.

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.

Admission Requirement(s)
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 and no individual band score less than 6.

Course Structure

Coursework Option
BAO5534 Business Finance
BAO5734 Financial Analysis
BAO7742 Business Research Methods
BEO6501 Quantitative Analysis

plus four subjects from the following streams:

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

Financial Institutions Stream
BAO5574 Credit and Lending Management
BEO5685 Financial Institutions Management
BLO5738 Financial Institutions Law

plus an additional specialisation of 4 coursework units, which may include further specialisation in finance or in another area approved by the School of Accounting and Finance.

Students following the AIBF Senior stream should include the Risk Management stream of the Financial Institutions Stream in Stage II. Students following the Financial Institutions stream should include BEO5568 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.

Thesis Option
BAO5534 Business Finance
BAO5734 Financial Analysis
BE06501 Quantitative Analysis
BAO7742 Business Research Methods
BAO7700 Thesis (full-time)

or

BAO7701 Thesis (part-time)

plus five subjects from the following streams:

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

Financial Institutions Stream
BAO5574 Credit and Lending Management
BEO5685 Financial Institutions Management
BLO5738 Financial Institutions Law

Students may seek to substitute two of the above with other approved subjects.

On completion of eight (8) approved subjects students who choose to exit this course will be eligible to receive the Graduate Diploma in Finance. On completion of four (4) approved subjects students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Master of Business (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.

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.

Admission Requirement(s)
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate certificate and be employed in or intend to be employed in a position associated with business 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 score of 6.5 and no individual band score less than 6.
Course Structure
The course consists of twelve subjects.

Students entering with an undergraduate degree will undertake the following subjects:

- BAO5522 Managerial Accounting
- BAO5524 Professional Auditing
- BAO5525 Financial and Corporate Accounting
- BAO5527 Accounting Systems and Technology
- BAO5534 Business Finance
- BAO5535 Issues in Contemporary Accounting
- BAO5543 Accounting Systems and Processes
- BEO5538 Economics
- BEO5539 Business Statistics
- BLO5537 Business Law
- BLO5538 Company Law
- BLO5539 Australian Income Tax Law and Practice

Students entering with a Graduate Certificate in Accounting undertake the following subjects:

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

Master of Business By Research

Course Objectives
The Master of Business by Research can be offered by the School of Accounting and Finance. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

Doctor of Philosophy

Course Objectives
The Doctor of Philosophy undertaken purely by research is available within the School of Accounting and Finance. Academic staff with suitable qualifications and proven research skills supervise students undertaking accounting and finance related projects.
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.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
BEO5185 Retail Management Concepts
BHO6505 Marketing Management
BMO6506 Work and Organisation Systems
BAO6504 Accounting for Management

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.

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.

Admission Requirement(s)
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 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 score of 6.5 and no individual band score less than 6.

Course Structure
BEO5500 Probability and Data Analysis
BEO5501 Sampling and Inferential Statistics
BEO5502 Regression and Time-Series Modelling
BE07742 Business Research Methods

Master of Business (Business Economics)

Course Objectives
The course aims to: 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 develop and apply the quantitative and research skills necessary for the collection, analysis and effective evaluation of economic and business data.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.
Course Structure
BEO5554  Statistical Data Analysis for Business
BEO5566  Introductory Econometrics
BEO6600  Business Economics
BEO5567  International Economics
BEO6601  Economic Analysis
BEO6501  Quantitative Analysis
BEO5302  International Logistics and Business Strategy
BEO7742  Business Research Methods
BEO5603  Econometrics and Forecasting
BEO6567  International Business Environment
BEO5602  Advanced Managerial Economics
BEO5601  Economics of International Trade

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Business Economics. 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 (Financial Risk Management)

Course Objectives
The course provides a unique opportunity for practicing financial advisors and others working in the financial risk management sector to gain a specialist degree that is both practical, being tailored to the needs of the industry, and career oriented, combining formal subjects related learning and strategy development. The course aims to train students for professional careers in financial planning, fund management, securities trading and risk management.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
BEO5554  Statistical Data Analysis for Business
BEO5566  Introductory Econometrics
BEO6600  Business Economics
BEO5567  International Economics
BEO6601  Economic Analysis
BEO6501  Quantitative Analysis
BEO5302  International Logistics and Business Strategy
BEO7742  Business Research Methods
BEO6617  Business Risk and Planning
BEO6618  Risk Models and Management
BEO6619  Business Risk and Planning
BEO5551  Ethics in Financial Markets
BEO6621  Strategic Development in Financial Risk Management

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 (Global Logistics and Transport)

Course Objectives
The course aims to train students in the economics and operations of global logistics and transport in the main areas of study specifically relevant to this industry sector. In particular the focus is upon the skills and techniques required for employment in the logistics and transport sectors in senior management roles.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
BEO5554  Statistical Data Analysis for Business
BEO5566  Introductory Econometrics
BEO6600  Business Economics
BEO5567  International Economics
BEO6601  Economic Analysis
BEO6501  Quantitative Analysis
BEO5302  International Logistics and Business Strategy
BEO7742  Business Research Methods
BEO6303  Strategic International Trade Finance
BEO322  Commercial Shipping Economics
BEO323  Global Aviation Economics
BEO321  Port and Terminal Economics

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Global Logistics and Transport. 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 (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.

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.

Admission Requirement(s)
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 the 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 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 score of 6.5 and no individual band score less than 6.

Course Structure
The course comprises (a) twelve coursework subjects or (b) nine subjects and a thesis:

Option A – Coursework
BE05510 The International Music and Entertainment Economy
BE05511 The Economics of Intellectual Property and Copyright
BE05512 International Trade in Music and Entertainment Product
BE05513 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
BE05304 International Business Operations
BE05303 Strategic International Trade Finance
BCO6658 Internet Commerce

plus one elective approved by the Course Co-ordinator or

Option B – Thesis
BE05510 The International Music and Entertainment Economy
BE05511 The Economics of Intellectual Property and Copyright
BE05512 International Trade in Music and Entertainment Product
BE05513 Decision Making for International Music and Entertainment Territories
BMO5514 Artist Management and the International Touring
BLO5515 Entertainment Industry Law
BE07742 Business Research Methods
BE07700 Thesis (Full Time)
or
BE07701 Thesis (Part Time)

plus two of the following subjects
BHO6666 Global Marketing Management
BAO6504 Accounting for Management
BE05304 International Business Operations
BE05303 Strategic International Trade Finance
BCO6658 Internet Commerce

or an approved elective subject

On completion of eight (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 four (4) approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate in Business.

Master of Business (International Trade)

Course Objectives
The course aims to provide a comprehensive overview of international trade issues, methodologies and techniques, within the context of Australian business environments.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.
Course Structure

Coursework Option
BEO5554  Statistical Data Analysis for Business
BEO5566  Introductory Econometrics
BEO6600  Business Economics
BEO5567  International Economics
BEO6601  Economic Analysis
BEO6501  Quantitative Analysis
BEO5302  International Logistics and Business Strategy
BEO7742  Business Research Methods
BEO5601  Economics of International Trade
BEO5301  International Economic Regulation
BEO5304  International Business Operations
BEO5303  Strategic International Trade Finance
or an approved elective.

Thesis Option
Eight subjects taken from the above list plus:
BEO7742  Business Research Methods
BEO7700  Thesis (Full Time)
or
BEO7701  Thesis (Part Time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in International Trade. 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 (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 enables students to understand the process and skills required for effective business research, and the development, design, analysis and presentation of a retail project.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
BEO5185  Retail Management Concepts
BHO6505  Marketing Management
BMO6506  Work and Organisation Systems
BAO6504  Accounting for Management
BEO6295  Retail Buying and Merchandising
BEO5302  International Logistics and Business Strategy
BEO6485  Retail Technology
BMO6511  Strategic Management and Business Policy
BEO7742  Business Research Methods
BEO6486  Retail Management Project
BHO5503  Marketing Communication
BMO6622  Managing Innovation and Entrepreneurship

On completion of eight (8) approved subjects students who choose to exit this course will be eligible to receive the Graduate Diploma in Retail Management. On completion of four (4) approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate in Retail Management.

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 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.

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 carries the value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Admission Requirement(s)
To qualify for admission to this course an applicant must have normally completed successfully a relevant degree or graduate diploma or equivalent. Any person with aspirations towards a career in hospitality or tourism education or training may apply provided that they hold a relevant degree qualification or equivalent. In the absence of formal qualifications, an applicant may have such training and work experience as to indicate the ability to undertake the course successfully.

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

- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure
BHO5703  Hospitality and Tourism Marketing
BHO5568  Hospitality Operations Management or
BHO5605  International Tourism Management
plus four approved subjects from Applied Studies and two approved subjects from the Hospitality and Tourism subjects listed below, and
either
Option One – Coursework
BHO5718  Contemporary Issues in Hospitality and Tourism
BHO5611  Hospitality and Tourism Project
plus two approved subject in Education and Training or an approved subject in Education and Training or
Option Two – Thesis
HEM1655  Research Methodology (Education and Training) (or equivalent)
BHO7700  Thesis (Full Time) or
BHO7701  Thesis (Part Time)
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

On completion of eight (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 four (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 (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.

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 carries a value of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.

Admission Requirement(s)
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 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 score of 6.5 and no individual band score less than 6.
Course Structure
The course may comprise (a) twelve coursework subjects or (b) nine subjects and a thesis:

Option A – Coursework stream
BHO5703  Hospitality and Tourism Marketing
BHO5568  Hospitality Operations Management
BHO5605  International Tourism Management
BHO6505  Marketing Management
BHO5501  Electronic Marketing
BHO5575  National Cultures and Identities
BHO5611  Hospitality and Tourism Project
BHO5718  Contemporary Issues in Hospitality and Tourism

plus four approved elective subjects

Option B – Thesis Stream
BHO5703  Hospitality and Tourism Marketing
BHO5568  Hospitality Operations Management
BHO5605  International Tourism Management
BHO6505  Marketing Management
BHO5501  Electronic Marketing
BHO5575  National Cultures and Identities
BHO5611  Hospitality and Tourism Project
BHO5718  Contemporary Issues in Hospitality and Tourism
BHO7742  Business Research Methods
BHO7700  Thesis (Full Time)
or
BHO7701  Thesis (Part Time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality and Tourism Marketing. On completion of four (4) approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate in Hospitality and Tourism Marketing.

Master of Business (Hospitality and Tourism Management)

Course Objectives
The course aims to develop highly skilled and employable graduates who have a well-balanced combination of core business and hospitality management knowledge, and generic skills and knowledge.

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.

Admission Requirement(s)
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. Students must complete 180 credit points through academic study in order to graduate.

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 score of 6.5 and no individual band score less than 6.

Course Structure

Core Subjects
BAO5701  Accounting for Decision Making in Hospitality and Tourism
BHO5609  Applied Research Methods in Hospitality and Tourism
BHO5608  Hospitality and Tourism Human Resource Management
BHO5703  Hospitality and Tourism Marketing

Tourism Specialisation
BHO5718  Contemporary Issues in Hospitality and Tourism Management
BHO5620  Hospitality and Tourism Project
BHO5605  International Tourism Management
BHO5610  Sustainable Destination Management

Hospitality Specialisation
BHO5601  Advanced Management Systems in Hospitality and Tourism
BHO5519  Emerging Systems in Hospitality
BHO5568  Hospitality Operations Management
BHO5567  Hospitality Property Development

Master of Business (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.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.
Course Structure
Coursework Stream
Core subjects
- BAO5701 Accounting for Decision Making in Hospitality and Tourism
- BHO5608 Hospitality and Tourism Human Resource Management
- BHO5613 Applied Research Methods in Hospitality and Tourism
- BHO5703 Hospitality and Tourism Marketing

Specialisation subjects
- BHO5567 Hospitality Property Development
- BHO5568 Hospitality Operations Management
- BHO5601 Advanced Management Systems in Hospitality & Tourism
- BHO5719 Emerging Systems in Hospitality

Electives (four from the list)
- BHO5408 Hospitality, Tourism and Events
- BHO5501 Electronic Marketing
- BHO5506 Advanced Wine and Beverage Studies
- BHO5575 National Cultures and Identities
- BHO5607 Casino and Gaming Operations Management
- BHO5611 Hospitality and Tourism Project
- BHO5615 Product Innovation in Hospitality and Tourism
- BHO5718 Contemporary Issues in Hospitality and Tourism Management
- BHO6666 Global Marketing
- BHO6720 The Reflective Hospitality and Tourism Professional or

Thesis Stream
Core and specialisation subjects above plus:
- BHO7742 Business Research Methods
- BHO7700 Thesis (Full Time) or
- BHO7701 Thesis (Part Time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management. 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 (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.

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.

Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
Compulsory Subjects
- BAO5701 Accounting for Decision Making in Hospitality and Tourism
- BHO5608 Hospitality and Tourism Human Resource Management
- BHO5703 Hospitality and Tourism Marketing

Hospitality Specialisation
- BHO5520 Introduction to Hospitality Industry
- BHO5521 Food and Beverage Studies I
- BHO5522 Food and Beverage Studies II
- BHO5586 Accommodation Structure and Organisation
- BHO5567 Hospitality Property Development Management
- BHO5611 Hospitality and Tourism Project
- plus three (3) of the following Subjects:
  - BHO5568 Hospitality Operations Management
  - BHO5601 Advanced Management Systems in Hospitality & Tourism
  - BLO5550 Law for the Hospitality Industry
  - BHO5719 Emerging Systems in Hospitality
  - BHO5613 Applied Research Methods in Hospitality and Tourism
  - BHO6720 The Reflective Hospitality and Tourism Professional or

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Hospitality Management (Professional Practice). 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 (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.
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.

Admission Requirement(s)
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with marketing or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure
Core Subjects
- BHO6505 Marketing Management
- BHO5574 Consumer Behaviour
- BHO5583 Marketing Research
- BHO5525 Marketing Strategy

Electives – select four subjects from:
- BHO5501 Electronic Marketing
- BHO5503 Marketing Communication
- BHO5502 Services and Relationship Marketing
- BHO5504 Brand and Product Management
- BHO6666 Global Marketing Management
- BHO5505 Business to Business Marketing
- BHO5572 Logistics

plus either:
(a) Four other approved subjects
or
(b) BHO7742 Business Research Methods and
    BHO7700 Thesis (full-time) or BHO7701 Thesis (part-time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Marketing. 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
(Sport 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.

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.

Admission Requirement(s)
To qualify for admission to this course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intent to be employed in a position associated with tourism or sports management or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure
The course may comprise (a) twelve coursework subjects or (b) nine subjects and a thesis.

Option A – Coursework
- BHO5408 Hospitality, Tourism and Events
- BHO5703 Hospitality and Tourism Marketing
- HPB5200 Sport Strategy
- HBP5104 Sport Business
- BHO5605 International Tourism Management
- BAO5405 Sports Finance
- HBP5103 Sport Industry Issues
- HPB5203 Sport Project

plus either:

Option B – Thesis
- BHO7742 Business Research Methods
- BHO7700 Thesis (Full Time)
- BHO7701 Thesis (Part Time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Sports Tourism. On completion of four (4) approved subjects, students who choose to exit this course will be eligible to receive a Graduate Certificate in Business.
Master of Business  
(Tourism Management)

Course Objectives
The course aims to develop the skills of tourism developers and administrators at the postgraduate level.

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.

Admission Requirement(s)
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with tourism management or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional and preliminary coursework as directed by the Course Co-ordinator.

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

- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure

Core subjects
BAO5701 Accounting for Decision Making in Hospitality and Tourism  
BHO5608 Hospitality and Tourism Human Resource Management  
BHO5703 Hospitality and Tourism Marketing  
BHO5613 Applied Research Methods in Hospitality and Tourism

Tourism Specialisation
BHO5717 Sustainable Destination Management  
BHO5605 International Tourism Management  
BHO5611 Hospitality and Tourism Project  
BHO5718 Contemporary Issues in Hospitality and Tourism Management

plus either:

Option A – Coursework
Select four from:

- BEO6704 Tourism Economics  
- BHO6720 The Reflective Hospitality and Tourism Professional  
- BHO5615 Product Innovation in Hospitality and Tourism  
- BHO5408 Hospitality, Tourism and Events  
- BHO5403 Marketing for Events  
- BMO5401 Special Event Management  
- BEO5407 Economic Impacts of Events  
- BHO5607 Casino and Gaming Management

or

Option B – Thesis
BHO7742 Business Research Methods  
BHO7700 Thesis (Full Time)

or

BHO7701 Thesis (Part Time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Tourism Management. 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 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.
Graduate Certificate in Enterprise Resource Planning Systems

Course Objectives
The course aims to: 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; 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; and develop problem solving skills which will enable graduates to demonstrate skills in the implementation and maintenance of ERPs as well as recognising the overall business context in which such systems are to be found.

Course Duration
The course is offered on a full-time basis over one semester or part-time equivalent. All subjects carry a value of 15 credit points. Students must complete 60 credit points through academic study in order to graduate.

Admission Requirement(s)
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.

Course Structure
Core Subjects
BCO5501 Business Process Engineering
BCO5502 Client Server Technology
BCO5647 Applications Programming Techniques
BCO6603 Enterprise Resource Planning Systems

Graduate Diploma in Business Computing

Course Objectives
The course aims to provide in-School knowledge and skills in: the analysis and documentation of information needs, including data and program structures, data capture and reporting requirements; the evaluation, justification and use of information technology; the design and implementation of information systems, incorporating skills and techniques for each phase of the development life cycle; and the management of information resources, including project management and operations management.

Graduate Diploma in Enterprise Resource Planning Systems

Course Objectives
The course aims to teach students the necessary computing and business skills to support the implementation and maintenance of enterprise resource planning systems and an understanding of the implications these types of systems have on a business.
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.

Admission Requirement(s)
To qualify for admission to the course an applicant must normally have completed an approved degree or diploma in a business related area and be employed or intend to be employed in a position associated with enterprise resource planning systems. Applicants who do not have formal qualifications but have such training or work experience as to indicate the ability to undertake the course successfully may be considered for admission.

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 score of 6.5 and no individual band score less than 6.

Course Structure
Core Subjects
- BCO5501 Business Process Engineering
- BCO5650 Enterprise Electronic Commerce
- BCO5651 Enterprise Resource Planning System Implementation
- BCO6603 Enterprise Resource Planning Systems
- BMO5574 Supply Chain and Logistics Management
- BMO6624 Organisation and Change Management

Elective Subjects
Two electives approved by the Course Co-ordinator.

Students who successfully complete four (4) approved subjects and elect to exit the course at that stage will be eligible to graduate with the award of Graduate Certificate in Business.

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.

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 with the exception of the MBA Minor Project which carries a value of 30 credit points. Students must complete 180 credit points through academic study in order to graduate.

Admission Requirement(s)
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 e-commerce and 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 score of 6.5 and no individual band score less than 6.

Course Structure
- BCO5650 Enterprise Electronic Commerce
- BCO6610 Internet Technologies in Business
- BCO6616 Building Internet Commerce Systems
- BCO6658 Internet Commerce
- BHO5501 Electronic Marketing
- BHO5502 Services and Relationship Marketing
- BHO5503 Marketing Communications
- BHO6666 Global Marketing Management

And either:
Option A – select four subjects from the following:
- BAO5573 International Financial Management
- BCO6503 Management Information Systems
- BCO6645 Internetworking Systems
- BEO5554 Statistical Data Analysis for Business
- BHO5504 Brand and Product Management
- BHO6505 Marketing Management
- BLB5512 Electronic Commerce and the Law
- BMO6622 Managing innovation and entrepreneurship

Option B –
Two subjects from the list immediately above and
- BGP7705 MBA Minor Project
  (Electronic Commerce/Marketing Project)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Marketing. On completion of four (4) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Certificate in Business.

Masters of Business (Enterprise Resource Planning Systems)

Course Objectives
The course aims to: 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; 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; and develop problem solving skills which will enable graduates to demonstrate skills in the implementation and maintenance of ERPs as well as recognising the overall business context in which such systems are to be found.

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.
Admission Requirement(s)
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 score of 6.5 and no individual band score less than 6.

Course Structure
Compulsory Subjects
BCO5501 Business Process Engineering
BCO5651 Enterprise Resource Planning System Implementation
BCO6603 Enterprise Resource Planning Systems
BCO6615 Strategic Use of Enterprise Resource Planning Systems
BMO5574 Supply Chain and Logistics Management
BMO6624 Organisation Change Management

Specialisation Subjects - select two from:
- BCO5650 Enterprise Electronic Commerce
- BCO6653 Management of Information Technology
- a subject approved by the Course Co-ordinator

Electives
Four electives approved by the Course Co-ordinator

On completion of eight (8) approved subjects, students may elect to exit the course and receive a Graduate Diploma in Enterprise Resource Planning Systems. On completion of four (4) approved subjects, students may elect to exit the course and receive a Graduate Certificate in Business.

Master of Business
(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.

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.

Admission Requirement(s)
To qualify for admission to the course an applicant must have normally completed successfully a relevant degree or graduate diploma and be employed in or intend to be employed in a position associated with computing or in the absence of formal qualifications have such training and work experience as to indicate the ability to undertake the course successfully. Students who gain admission may be required to undertake additional or preliminary 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 score of 6.5 and no individual band score less than 6.

Course Structure
The course comprises (a) twelve coursework subjects or (b) nine subjects and a thesis:

Compulsory Subjects
BCO6656 Information Technology Project Management
BCO6653 Management of Information Technology
BCO6672 The Information Systems Professional
BCO6671 Information Systems Research and Writing

plus four recommended subjects depending on which theme or topic area the student wishes to pursue, from the following list:
- BCO6184 Small Business Information and Internet Systems
- BCO6185 Executive and Mobile Computing
- BCO6601 Current Issues in Information Systems
- BCO6603 Enterprise Resource Planning Systems
- BCO6610 Internet Technologies in Business
- BCO6616 Building Internet Commerce Systems
- BCO6641 User Computing
- BCO6642 Systems Development
- BCO6643 Knowledge Engineering
- BCO6644 Object Oriented Programming
- BCO6646 Systems Support Programming
- BCO6654 Database Design
- BCO6645 Internetworking Systems
- BCO6659 Database Transaction Systems
- BCO6658 Internet Commerce
- BCO6673 Usability Design for E-Business
- BCO6670 Enterprise Network Systems

plus either:

Option A – Coursework
Four additional approved subjects.

Option B – Thesis
One additional approved subject and
BCO7700 Thesis (Full Time)

or
BCO7701 Thesis (Part Time)

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma in Information Systems. 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 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.
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.

Course Duration
The course if 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.

Admission Requirement(s)
To qualify for admission to the course an applicant must normally have completed successfully a relevant degree or diploma and be employed in or intend to be employed in a position associated with the 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 resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure
BLO5601 Australian Immigration Law
BLO5602 Advanced Australian Immigration Law
BLO5603 Administrative Law and Practice
BLO5604 Refugee Law and Practice

Graduate Diploma in Commercial Arbitration

Course Objectives
This course is designed for lawyers, professionals, executives and others with existing expertise in a broad range of professional, industrial and commercial activities who require a postgraduate qualification in managing and resolving commercial disputes. The subjects offered in the course are relevant to a range of professionals who are negotiating or managing commercial contracts and operations, and to others who interact with such activities including professional services in resolving disputes.

Course Duration
The course may be offered on a full-time basis over two semesters or part-time equivalent. Each subject carries a value of 15 credit points. Students must complete 120 credit points through academic study in order to graduate.

Admission Requirement(s)
To qualify for admission to the course an applicant must normally have completed successfully a relevant three year undergraduate degree together with relevant experience equivalent to an additional year of study; or four or more year undergraduate degree; or postgraduate qualification. 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 score of 6.5 and no individual band score less than 6.

Course Structure
BLB5556 Advanced Alternative Dispute Resolution
BLB5557 Commercial Arbitration Law
BLB5558 Commercial Arbitration Practice and Procedure
BLB5559 Commercial Contracts
BLB5560 International Commercial Arbitration Judgment, Decision and Award Writing

plus either:
- Two additional subjects approved by the course co-ordinators
- 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 also aims to provide an overview of the worlds legal systems that will assist Public Notaries preparing notarial acts for foreign jurisdictions in Europe and the Asia-Pacific region, especially those with culturally diverse populations maintaining connections with many homelands.

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.

Admission Requirement(s)
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 Structure
ZCC5002 Notarial Practice - Theory
ZCC5003 Comparative Law
ZCC5001 Private International Law/Conflict of Laws
ZCC5004 Notarial Practice - Practical Weekend
Graduate Diploma in Superannuation Law and Practice

Course Objectives
This course is designed for lawyers, professionals, executives and others with existing expertise in a broad range of professional, industrial and commercial activities that require a postgraduate qualification in the law and regulation of superannuation. Students study a range of subjects with some flexibility to accommodate the professional and career needs of those whose work requires varying emphases or degrees of specialisation.

Course Duration
The course may be offered on a full-time basis over two semesters or part-time equivalent. Each subject carries a value of 15 credit points. Students must complete 120 credit points through academic study in order to graduate.

Admission Requirement(s)
To qualify for admission to the course an applicant must have successfully completed successfully a relevant three year undergraduate degree together with relevant experience equivalent to an additional year of study; or four or more year undergraduate degree; or postgraduate qualification. 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 score of 6.5 and no individual band score less than 6.

Course Structure
BAO5504  Actuarial Management, Insurance and Asset Consulting
BLB5552  Duties of Superannuation Trustees
BLB5551  Introduction to the Superannuation Industry and its Regulatory Environment
BLB5553  Superannuation Compliance Framework
BAO5551  Superannuation Investment Objectives and Strategies
BLB5554  Taxation of Superannuation
BLB5520  Dissertation

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.

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.

Admission Requirement(s)
To qualify for admission to the course an applicant must normally have completed successfully a relevant degree or diploma and be employed in or intend to be employed in a position associated with the legal industry or, in the absence of formal qualifications, have such training and work experience as to indicate the ability to undertake the course successfully.

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

- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure
Students are required to complete two introductory core subjects, six core subjects and then choose an option of (a) four electives or (b) a dissertation and two electives

Introductory Core Subjects
BLB5501  Legal Research and Writing
BLB5500  Comparative Legal Systems

Core Subjects – compulsory
BLB5502  Asian Business Law
BLB5503  International Trade Law
BLB5505  Immigration Law and Practice
BLB5506  Telecommunications Law and Policy
BLB5507  International Commercial Law
BLB5530  Comparative Corporate Law

Option A: 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 B: Dissertation and Electives
BLB5520  Dissertation
plus two electives from the following:
BLB5508  Masters Reading Course
BLB5509  Introduction to Law and Economics
BLB5510  Advanced Corporate Law
BLB5511  Plain English and Commercial Drafting
BLB5512  E-Commerce and the Law
or an Elective as approved by the course co-ordinator.

On completion of eight (8) approved subjects, students who choose to exit this course will be eligible to receive the Graduate Diploma of Comparative Commercial Law.

Master of Regulatory and Criminological Studies

Course Objectives
This course aims to aid understanding of the theoretical rationales for criminalization, crime prevention strategies and criminal justice; to enable assessment of the efficacy, fairness and accountability of criminal justice institutions and processes; to provide skills to participate in contemporary criminal justice as researchers, practitioners and reformers.

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 minor thesis option which carries a value of 30 credit points). Students must obtain 180 credit points through academic study in order to graduate.

Admission Requirement(s)
To qualify for admission, an applicant should normally have successfully completed the following:
(a) A relevant 3 year undergraduate degree together with relevant professional experience equivalent to an additional year of study; or
(b) A relevant 4 or more year undergraduate degree; or
(c) A relevant postgraduate qualification.

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 score of 6.5 and no individual band score less than 6.

Course Structure
BLB6608  Contemporary Regulatory Policy and Law
BLB6004  Multi-Jurisdictional Criminal Justice
BLB6003  Cross-Border Regulation
BLB6607  Public Interest Litigation and Civil Remedies
BLB6001  Cultural Diversity and Community Participation in Crime Control
BLB6002  Compliance and Self-Regulation: The Corporate Role
BLB6005  Research Methods and Professional Standards
BCO6606  Information Systems and Criminal Justice
Forensic Science (code to be allocated)
BLO7700  Thesis (Full Time)
or
BLO7701  Thesis (Part Time)

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.

Course Duration
The course may be offered on a full time basis over three years or part time equivalent. 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 with the exception of the dissertation which carries a value of 240 credit points. Students must complete 360 credit points through academic study in order to graduate.

Admission Requirement(s)
To qualify for admission to the course an applicant must have either a First Class Honours degree in law from an approved institution or an existing postgraduate qualification in law, such as an LLM or an existing postgraduate research qualification in law.

In addition to satisfying the entry requirements for Australian resident students or demonstrating equivalence, overseas students must provide evidence of proficiency in the English language:
- International English Language Testing System – overall score of 6.5 and no individual band score less than 6.

Course Structure
Core Subjects
BLB5513  Advanced Research Methods in Law
BLB5502  Asian Business Law
BLB5503  International Trade Law
BLB5530  Comparative Corporate Law
BLB5500  Comparative Legal Systems
BLB5505  Immigration Law and Practice
BLB5506  Telecommunications Law and Policy
BLB5507  International Commercial Law

The Course Co-ordinator from time to time may substitute one of the following for any core subject:
BLB5513  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
Master of Business by Research

Course Objectives
The Master of Business by Research can be offered by the School of Law. Students complete a major thesis worthy of publication under the supervision of an experienced member of staff.

Doctor of 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

Graduate Diploma in Industrial Relations and Human Resource Management

Course Objectives
The course aims to provide participants with an advanced program of study in both the theory and skills of industrial/human resource management. It takes an interdisciplinary approach to the area of study incorporating subjects in law, economics, labour, history, organisation development and behaviour, and comparative industrial relations, sociology and psychology.

Course Duration
This course may be offered on a full-time basis over two semesters or part-time equivalent. All subjects carry a value of 15 credit points. Students must complete 120 credit points through academic study in order to graduate.

Admission Requirement(s)
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.

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 – overall score of 6.5 and no individual band score less than 6.

Course Structure
Core Subjects
BEO5544 Human Resource Economics
BMO5544 Industrial Relations
BLO5513 Law of Employment
BMO5520 Organisation Analysis and Behaviour
BMO5567 Managing Workplace Conflict
BMO5565 Human Resource Information Systems

Electives – select two from:
BMO5504 Employee Relations Strategies
BAO5510 Financial Analysis for Employee Relations
BMO5554 Human Resource Development and Evaluation
BLO5555 Industrial Law
BMO5535 International Employee Relations
BMO5572 Strategic Human Resource Management
BMO5537 Topics in Employee Relations Management

On completion of four (4) approved subjects, students who choose to exit the course will be eligible to receive the Graduate Certificate in Industrial Relations/Human Resource Management.

Master of Business
(Event Management)

Course Objectives
The course aims to provide students with an understanding of generic management knowledge, competencies and skills required to administer artistic, sporting, cultural, promotional, special interest, industry, educative and entertainment events. The course will emphasise a multidisciplinary approach to the development of high order event management skills and competencies, focused particularly on major events, conferences and meetings, incentives and exhibitions, trade shows, festivals, and major sporting events.

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 to graduate.

Admission Requirement(s)
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 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.

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 – overall score of 6.5 and no individual band score less than 6.

Course Structure
The course may comprise (a) twelve coursework subjects or (b) thesis and nine coursework subjects:

Option A – Coursework
BAO5505 Accounting for Events
BMO5401 Special Event Management
BHO5403 Marketing 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
BMO6622 Managing Innovation and Entrepreneurship
BMO6630 Business Research Methods

plus two Electives offered by the Faculty of Business and Law and approved by the Course Co-ordinator or an approved subject selected from the subjects offered by the Faculty of Business and Law.
FACULTY OF BUSINESS AND LAW

Option B – Thesis
BAO5505 Accounting for Events
BEOS5407 Economic Impact of Events
BHO5403 Marketing for Events
BHO5408 Hospitality, Tourism and Events
BLO5406 Law for Events
BMO5401 Special Event Management
BMO6511 Strategic Management and Business Policy
BMO6622 Managing Innovation and Entrepreneurship
BMO6630 Business Research Methods
BMO7700 Thesis (full time)
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.

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 to graduate.

Admission Requirement(s)
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.

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 – overall score of 6.5 and no individual band score less than 6.

Course Structure
The course may comprise (a) twelve coursework subjects or (b) thesis and nine coursework subjects:

Core Subjects
BMO5544 Industrial Relations
BMO5564 Human Resource Management
BMO5567 Managing Workplace Conflict
BMO5550 Contemporary Employment Systems
BLO5553 Law of Employment

plus either:

Option A – Coursework
BMO5572 Strategic Human Resource Management
BMO6630 Business Research Methods
BMO7744 Readings in Labour Studies
plus 4 electives from the elective subjects listed below

Option B – Thesis
BMO6630 Business Research Methods
BMO7744 Readings in Labour Studies
BMO7700 Thesis (full time)
or
BMO7701 Thesis (part time)
plus 2 electives from list below

Elective Subjects:
BEO5544 Human Resource Economics
BLO5555 Industrial Law
BMO5520 Organisation Analysis and Behaviour
BMO5533 Organisation Consulting and Counselling
BMO5535 International Employee Relations
BMO5537 Topics in Employee Relations Management
BMO5547 Employee Development and Change
BMO5548 Negotiation and Advocacy
BMO5551 Remuneration and Performance Management
BMO5565 Human Resource Information Systems
BMO5566 Occupational Health and Safety Management
BMO5568 Teamworking
BMO5573 Change Evaluation for Business Excellence
BMO6624 Organisation Change Management

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 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.
Course Duration
The course may be offered on a full-time basis over three semesters of part time equivalent. 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 in order to graduate.

Admission Requirement(s)
To qualify 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.

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 score of 6.5 and no individual band score less than 6.

Course Structure
The Master of Management Practice by Coursework comprises 12 subjects: six Management Practice subjects, two from Specialisation Support Subjects, two subjects from one of the specialisations, and two electives.

The Master of Management Practice by Coursework and Thesis comprises nine subjects plus a thesis: seven Management Practice subjects including Business Research Methods, two subjects from one of the specialisations, and the Thesis.

Some subjects are required or recommended depending on the specialisation you select. Your Course Co-ordinator will discuss this with you, and help plan a program that best suits your career needs.

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

Specialisation Support Subjects
BMO5568 Teamworking
BMO5572 Strategic Human Resource Management
BMO5650 Managing Organisation Knowledge
BMO6609 Leadership and Corporate Governance

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.

- BMO5533 Organisation Consulting and Counselling
- BMO5547 Employee Development and Change
- BMO5567 Managing Workplace Conflict
- BMO5573 Change Evaluation for Business Excellence

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:

- BMO6509 Leadership and Corporate Governance
- BMO6510 Government and Business Relations
- BMO6512 International Policy Studies

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
- BMO5548 Negotiation and Advocacy
- BMO5567 Managing Workplace Conflict

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
- BMO5650 Managing Organisation Knowledge
- BMO6622 Managing Innovation and Entrepreneurship

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 specialisations that are not part of your program, plus any of the following subjects:

- BAO6504 Accounting for Management
- BCO6653 Management of Information Technology
- BHO6505 Marketing Management
- BLO5513 Law of Employment
- BLO6502 Law for Management
- BMO5535 International Employee Relations
- BMO5537 Topics in Employee Relations Management
- BMO5550 Contemporary Employment Systems
BMO5551 Remuneration and Performance Management  
BMO5566 Occupational Health and Safety Management  
BMO7744 Readings in Labour Studies  

**Thesis**  
BMO7700 Thesis (Full Time)  
BMO7701 Thesis (Part Time)  

**Master of Contracting and Project Management**  

**Course Objectives**  
Graduating students will have a conceptual understanding of relevant models, modes of analysis and techniques for understanding and carrying out contract management, program and project management, and procurement. They will also have developed the ability to apply and evaluate these models, modes of analysis and technique in the context of the legal, ethical and accountability requirements of the public sector.  

**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 with the exception of the thesis component, which carries a volume of 45 credit points. Students must complete 180 credit points through academic study in order to graduate.  

**Admission Requirement(s)**  
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.  

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 – overall score of 6.5 and no individual band score less than 6.  

**Course Structure**  
The Master of Contracting and Project Management by Coursework comprises 12 subjects:  
- Four subjects from list A below  
- Five subjects from list B below  
- plus three subjects from list B or C below  
The Master of Contracting and Project Management by Coursework and Thesis comprises 9 subjects plus a minor thesis:  
- Four subjects from list A below  
- Five subjects from list B below including Business Research Methods  
- Thesis  

**List A – Public Management subjects**  
BMO6509 Leadership and Corporate Governance  
BMO6510 Government and Business Relations  
BEO5522 Public Sector Economics  
or  
BEO6562 Economics of Public Enterprise  

**List B – Contract Management subjects**  
BCO6656 IT Project Management  
BLO5537 Business Law  
BMO5569 Tendering and Contract Management  
BMO5570 Purchasing, Supplier Choice & Evaluation  
BMO5600 Project Management  
BMO5601 Operations and Service Management  

**List C – Electives**  
BAO5528 Accounting for Public Sector Managers  
BAO5735 Advanced Forecasting, Planning and Control  
BHO5505 Business to Business Marketing  
BMO5547 Employee Development and Change  
BMO5575 Planning and Control through ERP Systems  
BMO5650 Managing Organisation Knowledge  
BMO6624 Organisation Change Management  
BMO6630 Business Research Methods  

**Thesis**  
BMO7700 Thesis (Full time)  
BMO7701 Thesis (Part time)  

**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.
BAO5405 SPORT FINANCE (SERVICE SUBJECT)

Campus Footscray, 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, Financial Sport Fitness Information Technology, Morgantown W V.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 1, 25%; Project 2, 25%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5505 ACCOUNTING FOR EVENTS

Campus City Flinders.

Prerequisite(s) Nil.

Content The 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 assignment, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5522 MANGERAL 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.

Required Reading To be advised by lecturer.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5524 PROFESSIONAL AUDITING

Campus City Flinders, Singapore.

Prerequisite(s) BAO5525 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 assessments, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of
the assessment, as described in the subject guide, 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. Students may use any form of silent, hand-held
calculators, except for programmable calculators or calculators with
text storage capacity.

BAO5525 FINANCIAL AND CORPORATE ACCOUNTING
Campus City Flinders, Singapore.
Prerequisite(s) BAO5543 Accounting Systems and Processes.
Content The aims of this subject are to extend the study of
financial accounting from sole traders and partnerships learned in
previous subjects to the corporate form of ownership; encourage a
critical approach to accepted corporate reporting practices and
current developments in accounting and financial regulation for
corporations; introduce accounting for the issue and reorganisation
of share capital; familiarise students with the accounting concepts
involved in inter company investments; introduce specific corporate
financial accounting practices, including accounting for company
income tax; foreign currencies and leases; and consider current
financial reporting issues. Topics include: Corporate financial
reporting regulations; company formation; retained profits, reserves
and distribution to owners; reorganisation of capital; accounting for
consolidated entities: purchase consolidation; inter-entity
transactions; accounting for leases; accounting for foreign
currencies: transactions, forward contracts; subsidiaries; accounting
for company income tax; current and emerging issues including
corporate governance; financial instruments.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally
to be delivered as a combination of lecture, seminar, 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, class presentations, 40%;
Examination, 60%. Students are expected to satisfactorily complete
each component of the assessment, as described in the subject
guide, to gain a pass in the subject. Supplementary assessment will
not be available.

BAO5526 PERSONAL FINANCIAL PLANNING AND
SUPERANNUATION
Campus City Flinders.
Prerequisite(s) BAO5567 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally
to be delivered as a combination of lecture, seminar, tutorial and
or/workshop or a delivery mode as approved by the Faculty of
Business and Law. Subject equal to 15 credit points.

BAO5527 ACCOUNTING SYSTEMS AND TECHNOLOGY
Campus City Flinders, Singapore.
Prerequisite(s) BAO5543 Accounting Systems and Processes.
Content This unit develops the notion of knowledge management
and the linkages to, and importance of the accounting information
system in the firm. Accountants today make use of the computer
and rely on a diverse range of software to perform their role as
knowledge workers. Alongside the accounting packages, software
such as word processing, data basing and spread sheeting packages
are equally important for the accountant. In some areas expert
systems are also adopted. The units offered include the basics of
computers in accounting and knowledge management, the
fundamentals involved in the design of computerised accounting
system, issues relating to crime, ethics and internal control, and how
the computerisation of the accounting environment has changed
these concerns. A number of special interest areas such as the skills
that flow from the year 2000 problem, the notion of e-commer,ce,
implications for audit, 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally
to be delivered as a combination of lecture, seminar, 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, as
described in the subject guide, to gain a pass in the subject.
Supplementary assessment will not be available.

BAO5528 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
Recommended Reading To be advised by lecturer.
BAO5543 BUSINESS FINANCE

Campus City Flinders.

Prerequisite(s) BAO5543 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,

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5535 ISSUES IN CONTEMPORARY ACCOUNTING

Campus City Flinders, Singapore.

Prerequisite(s) BAO5525 Financial and Corporate Accounting.

Content The objective of this subject is to enable students to critically analyse the concepts and basis of financial accounting procedures that have been previously studied and to introduce selected advanced areas of study in financial accounting concepts. Topics include: conceptual and regulatory frameworks, the nature and objectives of financial reporting and elements of financial statements, measurement, accounting for intangibles and voluntary disclosures. The subject is predominantly geared towards students being encouraged to further develop their cognitive and behavioural skills. Particular attention is given to the continued mastery of technical skills in conjunction with the development of students' analytic and appreciative skills.


Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5541 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.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5560 BUSINESS INFORMATION MANAGEMENT (CPA)

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*.

Recommended Reading To be advised.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5561 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
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.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5566 TREASURY

Campus City Flinders.

Prerequisite(s) Nil.

Content The treasury function: An overview; Procurement of funds; Management of funds; The management of risk: Strategic overview; The management of risk: Instruments and Strategies; Accounting for treasury operations; Taxation aspects of treasury operations.

Required Reading CPA Australia Segment notes, Treasury.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5570 ACCOUNTING HISTORY

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject aims at providing an understanding of the development of significant events and episodes in the history of accounting thought and practice. Topics covered will include: philosophy and nature of accounting history; early development of accounting with particular reference to Ancient Greece and Rome and accounting before Pacioli's 'Summa' 1494; the invention of double-entry bookkeeping and competing explanations. Pacioli's 'Summa' 1494 and its influence on early European accounting treats; early British writings on accounting and practical accounting in the 17th and 18th Centuries to manage and control large non-industrial economics entities; early writings on costing and cost accounting; corporate form and accounting development including problems that this created of capital accounting, profit measurement and the use of such accounts; measuring and reporting fixed assets and the issue of depreciation theory and practice in the 19th century and the impact of evolving law relating to dividends on issues of asset valuation and income measurement; corporate reporting in the 20th Century in England, United States and Australia and the emergence of group accounts; management accounting history-technical, organisation control and social perspectives; professionalisation and professional associations in accounting history; methodological issues in accounting history; regulation of accounting and its role in society.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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% Examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5571 CORPORATE COLLAPSE AND ETHICS

Campus City Flinders.

Prerequisite(s) Nil.

Content Traditional analyses of business behaviour do not usually draw on enquiry into failed companies. Post mortem analysis in other disciplines is quite common whilst in business it is rare. This subject addresses the deficiency by investigating corporate collapse from the perspective of ethics, regulation and corporate
governance. It is reasonable to expect that from case failure analysis factors that are consistent with sustained success can be identified. Areas covered include the following: corporate collapse; regulatory process; corporate governance; business ethics; cases of collapse; serviceability of accounting; the accounting profession; models of failure and sustained success.


**Recommended Reading** Articles and case studies

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Internal assessment, 60%; final examination, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO5573 INTERNATIONAL FINANCIAL MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**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 international 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 explored from the viewpoint of a domestic export orientated, multinational or transitional firm operating in an international environment.


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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO5574 STRATEGIC MANAGEMENT ACCOUNTING**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject provides an overview of strategic management accounting including the knowledge and tools to identify and implement a strategy, and guidelines for assessing the performance of management in achieving the goals of the strategy. Topics include: introduction to strategic management accounting; strategic management framework; strategy evaluation and choice; strategy implementation; and strategic performance measurement.

**Required Reading** CPA Australia Segment notes-Strategic Management Accounting.

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO5575 FINANCIAL ACCOUNTING**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject addresses contemporary financial accounting areas and issues with an emphasis on measurement. Topics include: problems for accounting measurement; public sector reporting; environmental accounting; accounting for intangible assets and goodwill; accounting for financial instruments; and employee entitlements.

**Required Reading** CPA Australia Segment notes -Financial Accounting.

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO5576 ASSURANCE SERVICES AND AUDITING**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject includes: an overview of the auditing process within an assurance framework; an examination of the objectives of
the audit and the auditor’s environment; the methodologies and procedures of auditing; the role of public and private sector auditors; and a discussion of the potential assurance service opportunities.

**Required Reading** CPA Australia Segment notes - Assurance Services and Auditing.

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BAO5701 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; School of accounting-The Uniform System of Accounts, direct and indirect costs, problems of cost allocation; analysis of accounting reports-comparative and common size reports, ratio analysis, operating ratios; 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, break even calculations, relevant costs and short term decisions; pricing- methods of pricing, pricing in the hospitality and travel industries; capital budgeting and investment decisions-methods of evaluating long term decisions; introduction to feasibility studies.


**Recommended Reading** Articles and case studies

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BAO5702 FINANCIAL MANAGEMENT FOR HOSPITALITY AND TOURISM

**Campus** City Flinders.

**Prerequisite(s)** BAO5701 Accounting for Decision Making in Hospitality and Tourism.

**Content** This subject includes the following topics: Introduction - financial objectives of the firm, role of financial management, business structure; financial institutions and markets - role of financial markets and financial intermediaries, money and capital markets, market efficiency, overview of financial institutions; short term financial management - managing cash and marketable securities, accounts receivable and inventories, financing current assets; long term financing - long term debt, equity, hybrid securities; capital structure decisions - risk and return, theory of capital structure, WACC, capital structure decisions in practice; international financial management - foreign exchange markets, factors affecting exchange rates, managing foreign exchange rates, methods of hedging risk.

**Required Reading** Articles and case studies

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BAO5713 RESEARCH IN SOCIAL AND ENVIRONMENTAL ACCOUNTING

**Campus** City Flinders.

**Prerequisite(s)** BAO5543 Accounting Systems and Processes.

**Content** This subject aims to explore the growth in demand for social and environmental information and the implications this has for the provision of accounting information. This growth in demand is evidenced by the increased recognition of the importance of social and environmental concerns, and the need to associate value with them. This unit will introduce students to the different philosophical approaches underlying accounting thought, to demonstrate the need to adapt the disciplines to changing societal pressures and to demonstrate a practical approach to accounting research. This unit will utilise the case study method, and critical analytical 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

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BAO5730 THE PROFESSIONAL ACCOUNTANT AND EFFECTIVE COMMUNICATION

**Campus** City Flinders.

**Prerequisite(s)** BAO5701 Accounting for Decision Making in Hospitality and Tourism.

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

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO5733 CONTEMPORARY ISSUES IN CORPORATE FINANCE

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject involves advanced study of the theory of corporate finance and examines its application to corporate policy issues. This subject includes the following topics: introduction to finance including a review of financial analysis; valuation, mergers, restructuring and corporate control; portfolio theory, capital asset pricing model and arbitrage pricing theory and efficient capital markets; capital structure, valuation and cost of capital; capital budgeting; dividend policy; international financial management; option pricing theory; working capital management and treasury management.

Required Reading Peirson and Bird

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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.


Recommended Reading To be advised

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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-School analysis; understanding and appraise management accounting research work. The subject includes the following topics: corporate strategy and management performance measurement and management; reward systems and control; cost system design.
Required Reading Articles and case studies
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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 level 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.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 Boundaries; Developing Coordination and Control; Managing Activities and 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.
Recommended Reading To be advised by lecturer.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
Tasks; Building Transnational Capabilities; Preparing for the Future; Accounting Research.


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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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 leading 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 model.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO5747 INTERNATIONAL PORTFOLIO MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to acquaint students with advanced concepts in modern portfolio theory and to equip them with the tools and techniques required to apply these theories to the management of institutional investment portfolios. This subject includes the following topics: the development of modern investment theory, major securities markets in Australia and offshore, ethical issues in securities markets, portfolio asset allocation; including the optimal domestic/international mix, asset allocation objectives, choosing a stock/bond/property/cash mix, passive versus dynamic strategies, using computer models for portfolio management. Combining individual securities into portfolios; interest rates and bond management, bond portfolio management, interest immunisation; derivative share options, using options for portfolio insurance; hedging with future contracts, index models; measurement and evaluation of portfolio performance, international regulation of securities markets.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Assignment, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO6504 ACCOUNTING FOR MANAGEMENT**

**Campus** City Flinders, 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.


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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BAO6615 ACCOUNTING PROJECT**

**Campus** City Flinders.

**Prerequisite(s)** BAO7742 Business Research Methods.

**Content** In an increasingly complex and competitive business environment, accountants with business research skills are in a position to address the information needs of organisations. The aim of the subject is 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
Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 report, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO6621 STRATEGIC DEVELOPMENT IN FINANCIAL RISK MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil.

Content The aim of the subject is to explain the context of financial statement analysis, social security issues, estate planning, taxation planning, superannuation and retirement income streams, expatriate and accounting for foreign exchange risk.

Required Reading To be advised by the lecturer.

Recommended Reading Butler, K., 2000, Multinational Finance, 2nd edn, South Western, Ohio.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 60%; Assignments, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO6714 COMPUTERISED ACCOUNTING IN AN ERP SYSTEM

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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, comprising of a combination of practical SAP projects, written reports and skill tests, 100%.

Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO7700 THESIS (FULL-TIME)

Campus City Flinders.

Prerequisite(s) BAO7742 Business Research Methods.

Content The thesis will be a paper of publishable quality, of no more than 20,000 words. This will be examined by two examiners, one who is normally a member of the Faculty of Business and Law and the other external to the Faculty of Business and Law. The student will also participate in an oral examination of the thesis.

Required Reading To be advised by lecturer.

Recommended Reading To be advised by lecturer.

Class Contact Subject equal to 45 credit points.

Assessment Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO7701 THESIS (PART-TIME)

Campus City Flinders.

Prerequisite(s) BAO7742 Business Research Methods.

Content The thesis will be a paper of publishable quality, of no more than 20,000 words. This will be examined by two examiners, one who is normally a member of the Faculty of Business and Law and the other external to the Faculty of Business and Law. The student will also participate in an oral examination of the thesis.

Required Reading To be advised by lecturer.

Recommended Reading To be advised by lecturer.

Class Contact Subject equal to 45 credit points.

Assessment Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BAO7742 BUSINESS RESEARCH METHODS

Campus City Flinders, Singapore.

Prerequisite(s) Please Enquire.

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, measurement of variables, data collection methods, sampling, data analysis and interpretation, case study, field and experimental research, discipline area review, 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

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
### BAO8000 DISSERTATION (DBA) (FULL-TIME)

**Campus** City Flinders.
**Prerequisite(s)** Please Enquire.
**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.
**Required Reading** To be advised.
**Recommended Reading** To be advised.
**Class Contact** Two years duration. Subject equal to 60 credit points.
**Assessment** In accordance with University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BAO8001 DISSERTATION (DBA) (PART-TIME)

**Campus** City Flinders.
**Prerequisite(s)** Nil.
**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.
**Required Reading** To be advised.
**Recommended Reading** To be advised.
**Class Contact** Subject equal to 30 credit points.
**Assessment** In accordance with University Regulations for Research Degrees, 100%.

### BAO8002 PHD (RESEARCH) (FULL TIME)

**Campus** City Flinders.
**Prerequisite(s)** Nil.
**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.
**Recommended Reading** To be advised.
**Class Contact** Subject equal to 60 credit points.
**Assessment** In accordance with University Regulations for Research Degrees, 100%.

### BAO8003 PHD (RESEARCH) (PART-TIME)

**Campus** City Flinders.
**Prerequisite(s)** Nil.
**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.
**Recommended Reading** To be advised.
**Class Contact** Subject equal to 30 credit points.
**Assessment** In accordance with University Regulations for Research Degrees, 100%.

### BAO8605 FINANCIAL MANAGEMENT 1

**Campus** City Flinders.
**Prerequisite(s)** Nil.
**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
**Recommended Reading** To be advised by lecturer.
**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BAO8606 FINANCIAL MANAGEMENT 2

**Campus** City Flinders.
**Prerequisite(s)** BAO8605 Financial Management 1.
**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. To be advised by lecturer.
**Recommended Reading** To be advised by lecturer.
BAO9800 RESEARCH THESIS (FULL TIME)

Campus City Flinders.
Prerequisite(s) BAO7742 Business Research Methods.
Content Submission of Thesis.
Recommended Reading To be advised.
Class Contact Subject equal to 60 credit points.
Assessment Thesis, 100%.

BAO9801 RESEARCH THESIS (PART TIME)

Campus City Flinders.
Prerequisite(s) BAO7742 Business Research Methods.
Content Submission of Thesis.
Recommended Reading To be advised.
Class Contact Subject equal to 30 credit points.
Assessment Thesis, 100%.

BCO4632 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 research thesis will be provided at the conclusion of the semester.
Required Reading Management Plan for Research and Professional Practice, School of Information Systems, Victoria University of 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 equal to 15 credit points.
Assessment Assignments x2, 50%; Assignment, 50%. Students are expected to satisfactorily complete each component of the assessment as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO5501 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. This subject will describe the major strategic approaches used to understand, analyse, and implement efficient business processes. Workflow modelling techniques, process modelling techniques, and procedure models will be presented and practiced. SAP R/3, as an example of Enterprise Application Software, will be used to examine the issues that students are likely to encounter in identifying, reorganising and implementing processes in a typical business organisation.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 x2, 50%; Assignment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 ERPs using SAP R/3 as an example.
Class Contact Subject equal to 15 credit points.
Assessment Assignment 1, 25%; Examination, 50%; Assignment 2, 25%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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.


Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Exam, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO5650 ENTERPRISE ECOMMERCE

Campus City Flinders.
Prerequisite(s) Nil.

Content This subject provides students with understanding of the models and strategy development and considerations in relation to e-business. Topics include: Channel enhancement, Customer relationship management, Value chain integration, business convergence, ERP systems and e-business, mobile computing, e-strategy, legal implications, e-business implementation.


Recommended Reading Prima Development (Editor), 2000, Internet Applications Programming With S/4 R/3.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO5651 ENTERPRISE RESOURCE PLANNING SYSTEMS IMPLEMENTATION

Campus City Flinders.
Prerequisite(s) BCO6603 Enterprise Resource Planning Systems.

Content The aims of this subject are to provide students with an understanding of the basic methodologies, techniques and tools that are used in the implementation Enterprise Resource Planning Systems using SAP R/3 as an example. It also addresses the issues that need to be considered for successful implementation. Topics include: Project life cycle, project management, implementation strategies, Risk management, data conversion, critical success factors, project management software tools, project reporting.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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, data dictionary maintenance and Web applications.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 networks; identification, and roles of stake holders in information systems; business applications of information technology including types of information systems used in business, and the use of Internet technologies in business.
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 and document a range of client needs including business requirements, quality processes, usability needs, and cost and time constraints. A case study approach will be used in assignment to provide students with practice in the application of techniques that are used to identify and meet client needs. Topics will be drawn from: Systems Development Methodologies: model driven, rapid application, and hybrid; User Requirements Identification: object oriented analysis and design, process modelling, data modelling, and database design; Systems integration and ERP products; input/output design and usability; quality assurance and development metrics; application architecture; security and controls; system documentation.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO5655 INFORMATION SYSTEMS APPLICATIONS DEVELOPMENT

Campus City Flinders.


Content The aim of the subject is to provide students with an opportunity to apply the knowledge and skills that they have gained during their course to a real-life problem; Experience at working in a small team to successfully complete an assigned information system application within a semester; Experience in defining a problem, designing a solution and building the accepted application; Experience in presenting reports in both written and oral form; An opportunity to benefit from a real business world situation or a simulation of a real business world situation. This subject requires students to work as effective members of a team that is responsible for the definition, design, building and installation of a business-related information system application. The system will involve a database with at least three tables that requires a representative range of functions to be implemented or an appropriate ERP application.

Required Reading To be advised by the lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 a combination of working system submission, oral presentations, written reports and/or demonstrations. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 subject aims to provide students with an understanding of algorithm design and structured program design within an event-driven/object oriented environment. It aims to provide students with a basic knowledge of programming as a method for solving business-related information systems problems. Topics include: program components such as objects and modules; algorithm design using pseudocode and controls structures; programming concepts such as data types, variables and constants; program development, testing and debugging techniques; accessing databases using queries, SQL, record sets and access methods; program documentation.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
structures, project planning, logistics interface, accounting interface, management fundamentals, SAP R/3 project system, projects. Topics include: overview of project management, project required to define, configure, plan and track different types of components of these systems. It will also teach students the skills to manage the business aspects and content of a project with the systems and how the Project Management component enables users to understand the business, and explore these in a systematic manner, these areas include the Transport Systems, Database Systems, Operating Systems. Topics include: ERP systems configuration; distributed architectures; multi-tier client server solutions; ERP tools; performance monitoring; load balancing; system landscapes; memory management for ERP systems; advanced security concepts; remote operations; background processing; and database platforms comparison.


**Class Contact** Equivalent to thirty hours per semester normally to be delivered as a combination of lecture, seminar, 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 assignments, class tests, oral presentations and/or demonstrations. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO6606 INFORMATION SYSTEMS AND CRIMINAL JUSTICE**

**Campus** City Flinders, City Queen.

**Prerequisite(s)** Nil.

**Content** The subject will deal with the changing face of information, sorting and retrieving information, information and computer-based systems, decision support systems, intelligent support systems, e-commerce, criminal justice information (robbery and the FLINTS systems), financial fraud detection (the POIROT system), forensic accounting, computer crime and financial regulation.


**Class Contact** Equivalent to thirty hours per semester normally to be delivered as a combination of lecture, seminar, 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 Practical assignment (2500 words), 50%; One three-hour examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO6679 ENTERPRISE PROJECT SYSTEMS**

**Campus** City Flinders.

**Prerequisite(s)** BCO6603 Enterprise Resource Planning Systems.

**Content** This subject aims to give ERP and Information Systems students an understanding of Project Management as part of ERP systems and how the Project Management component enables users to manage the business aspects and content of a project with the components own functions and with integration with other components of these systems. It will also teach students the skills required to define, configure, plan and track different types of projects. Topics include: overview of project management, project management fundamentals, SAP R/3 project system, project structures, project planning, logistics interface, accounting interface, human resources interface, budgeting, project execution, period end closing, reporting, interfaces to MS project.


**Class Contact** Equivalent to thirty hours per semester normally to be delivered as a combination of lecture, seminar, 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 assignments, class tests, oral presentations and/or demonstrations. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO6810 ERP SYSTEMS ADMINISTRATION**

**Campus** City Flinders.

**Prerequisite(s)** BCO5502 Client Server Technology, BCO6603 Enterprise Resource Planning Systems.

**Content** This subject aims to give ERP and Information Systems students an advanced treatment of client server theories and models, and enhance their knowledge of systems administration of ERP systems. The subject will examine the major system areas, their function in business, and explore these in a systematic manner, these areas include the Transport Systems, Database Systems, Operating Systems. Topics include: ERP systems configuration; distributed architectures; multi-tier client server solutions; ERP tools; performance monitoring; load balancing; system landscapes; memory management for ERP systems; advanced security concepts; remote operations; background processing; and database platforms comparison.


**Class Contact** Equivalent to thirty hours per semester normally to be delivered as a combination of lecture, seminar, 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 assignments, class tests, oral presentations and/or demonstrations. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO6811 ERP APPLICATIONS**

**Campus** City Flinders.

**Prerequisite(s)** BCO6603 Enterprise Resource Planning Systems.

**Content** This subject enables students to gain an understanding of technologies which extend a company’s enterprise resource planning system. The subject covers issues associated with the implementation, use and maintenance of these second wave technologies. Technologies can include, data warehouse, advanced planner and optimizer, workflow, e-procurement, and customer relationship management.


**Class Contact** Equivalent to thirty hours per semester normally to be delivered as a combination of lecture, seminar, 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 assignments, class tests, oral presentations and/or demonstrations. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BCO6183 ENTERPRISE APPLICATION INTEGRATION

Campus City Flinders.

Prerequisite(s) BCO6603 Enterprise Resource Planning Systems.

Content The needs for technologies and systems integration are the fundamental requirements in the modern e-business environments where EAI technologies have unique roles. As a result, EAI technologies operate on a broad scope of modern e-business. By studying this subject, students will gain up-to-date knowledge about the existing and emerging EAI technologies through discussion of topics at conceptual levels as well as gaining first hand practical experience. The subject consists of several key components covering different aspects of the technologies, which includes: the issues in relation to deployment of large-scale distributed systems; heterogeneous applications integration; plug and play software components within enterprise environment; business connectors and selected middleware technology including XML; integration architecture; case study: a research prototype.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO6184 SMALL BUSINESS INFORMATION AND INTERNET 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 include: the role of information systems and the Internet in small business; selecting applications for small business: integrating information and Internet systems with small business process; selecting hardware and operating systems for small business; networking for small business; building small business applications; office suite programming; integrating office and Internet applications.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Small Business Case study, 15%; Research paper/presentation, 20%; Development of small business system, 65%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO6185 EXECUTIVE AND MOBILE COMPUTING

Campus City Flinders.

Prerequisite(s) Nil.

Content The purpose of this subject is to introduce students to information technologies that support managerial work and decision making, particularly for the business executive away from the office and on the move, but needing to keep in touch. Topics include: executive information needs, decision making and decision support systems, group support systems, executive productivity tools, keeping in touch whilst on the move, mobile executive computing, executive information systems, modeling and model management, knowledge management, integration and implementation of management support systems.

Required Reading Hayes, Ian S., 2002, Just Enough Wireless Computing, Prentice Hall, USA.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Support Systems and Executive Information Systems, 20%; Executive Mobile Computing, 20%; Class research paper presentation and summary paper, 20%; Seminar participation, 10%; Class test, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO6503 MANAGEMENT INFORMATION SYSTEMS

Campus City Flinders, China.

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 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 systems, and the roles of IT staff and IT users, and various information technology concepts. Topics covered will include: types of information systems and the advantages of integrated systems, 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 IT, strategic applications of IT, and the use of Internet technologies in business.
**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. This subject can run online as appropriate.

**Required Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty-six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law.

**Assessment** 25%; 2000 word case study, 25%; 2000 word research project, 25%; Systems design and implementation project, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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.


**Recommended Reading** Students to be advised

**Class Contact** Equivalent to thirty-six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** 2500 word major essay, 25%; 30 minute presentation 25%; 2000 word investigation exercise, 25%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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 Optimisation, Data Warehousing, Strategic Enterprise Management, Knowledge Management and Executive Information Systems.

**Required Reading** To be advised by lecturer

**Recommended Reading** Kaiser, B.V. and Kaiser, B.U., June 1999, Corporate Information With Sap-Eis: Building a Data Warehouse and a Mix-Application With in Sigs, Hardcover.

**Class Contact** Equivalent to thirty-six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Project Proposal, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BCO6616 BUILDING INTERNET COMMERCE SYSTEMS

Campus City Flinders.
Prerequisite(s) BCO6503 Management Information Systems.
Content The subject will examine different business models in relation to setting up Internet sites and when it is appropriate for different types of firms to use a particular type of business model. It introduces students to the various business models that are available through the levels of Web site design, from the development of simple to sophisticated Web sites and from standardised to customised solutions.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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, skills versus concepts.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Presentations, 30%; Final Exam, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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; re engineering; IT implementation; quality assurance and standards; Web site design; enterprise modelling; EC 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
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO6643 KNOWLEDGE ENGINEERING

Campus City Flinders.
Prerequisite(s) Nil.
Content The adoption of knowledge based systems in the commercial world has given rise to a number of practical issues. Among these are, improved techniques for knowledge acquisition, design, documentation, maintenance and validation of knowledge based systems. This subject aims to present a practical view of the knowledge acquisition process, its methodologies and techniques in order to enable its students to develop expert system knowledge bases more effectively. Basic concepts and terminology; sampling expert systems; identifying and tapping knowledge; conceptualising knowledge acquisition; knowledge acquisition modes, approaches, stages and process; impediments to effective knowledge acquisition; verification and validation procedures; documentation requirements.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO6644 OBJECT ORIENTATED PROGRAMMING AND DESIGN

Campus City Flinders.
Prerequisite(s) Nil.
Content The aim of the subject is to give students an understanding of advanced aspects of object oriented systems programming and design. While basic topics such as inheritance, encapsulation and polymorphism are covered, these concepts are extended and additional topics such as object oriented databases are introduced.
Required Reading To be advised by lecturer
BCO6652 BUSINESS RESEARCH METHODS

Campus City Flinders.
Prerequisite(s) Nil.

Content The purpose of the subject is to provide students with a firm foundation from which they can undertake a research problem. For the duration of the semester guidance will be given to students for the identification of a research problem. Instruction will be provided which will enable students to perform effective literature reviews. Students will be presented with various models of methodology and assist with designing an appropriate method for their research. Students will be trained in the analysis and writing of a research thesis will be provided at the conclusion of semester.

Required Reading Management Plan for Research and Professional Practice, School of Information Systems, Victoria University.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Proposal, 70%; Assignments, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BCO6658 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
**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.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 tests, 30%; Final examination, 70%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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** The 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 and presentation styles and techniques.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 its importance in the development of electronic business systems; and constructing a usability test and interpreting the results; the place of usability testing in the development process; user-centred design approaches; how to implement and evaluate the results of a usability
test; cultural and socio-economic factors in relation to the design, testing and implementation of effective user interfaces for systems; legal and ethical issues in relation to the design, testing and implementation of effective user interfaces for systems.


**Class Contact** Equivalent to thirty six hours per semester to be delivered as a combination of lecture, seminar, 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 consisting of a combination of case studies, papers, practical work and oral presentations, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BCO7700 THESIS (FULL TIME)**

**Campus** City Flinders.

**Prerequisite(s)** 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.

**Required Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

**Assessment** Seminar, 15%; Written thesis (or product solution), 85%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Students are required to present one one-hour seminar on their research work.

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**BCO7701 THESIS (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** 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.

**Required Reading** To be advised

**Class Contact** Equivalent to thirty six hours per semester to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

**Assessment** Written thesis, 85%; Seminar presentation, 15%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

**Assessment** Written thesis (or product solution), 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO8003 PHD RESEARCH (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**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.

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

**Assessment** Written thesis (or product solution), 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO8610 MANAGEMENT INFORMATION SYSTEMS 1**

**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 based books to assist with problem solving and decision making.

**Required Reading** To be advised by lecturer


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO8612 ISSUES IN MANAGEMENT INFORMATION SYSTEMS RESEARCH**

**Campus** City Flinders.

**Prerequisite(s)** BCO8610 Management Information Systems 1.

**Content** A review of information systems and identification of aspects that warrant exploration and development. An overview of current or possible research topics and an investigation of relevant current issues in information systems.

**Required Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

**Assessment** Case studies and continuous assessment, 50%; Examinations, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO9800 RESEARCH THESIS (FULL TIME)**

**Campus** City Flinders.

**Prerequisite(s)** BCO6652 Business Research Methods.

**Content** 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.

**Required Reading** None specified.

**Recommended Reading** None specified

**Class Contact** Equivalent to 60 credit points.

**Assessment** Written thesis (or product solution), 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BCO9801 RESEARCH THESIS (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** BCO6652 Business Research Methods.

**Content** 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.

**Required Reading** None specified.

**Recommended Reading** None specified

**Class Contact** Subject equal to 30 credit points.

**Assessment** Written thesis (or product solution), 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BE05185 RETAIL MANAGEMENT CONCEPTS**

**Campus** Singapore, Kuala Lumpur, Hong Kong.

**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


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment, 20%; Test, 20%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BEO5301 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Study, 30%; Class Test, 20%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5302 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 decision environment.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 (3 hours), 50%; Tutorial questions, 10%; Written issue paper, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5303 STRATEGIC INTERNATIONAL TRADE FINANCE

Campus China, Thailand.

Prerequisite(s) Nil.

Content This subject introduces to practices and procedures required to facilitate international trade transactions, the instruments of trade finance and methods of financing exports, export strategies for entering foreign markets, country and customer risk assessment, government strategies to encourage exports (e.g. EMDG) and the export plan. Some of these procedures will be introduced with the inclusion of 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: customs and quarantine controls, export and import documentation, classification of goods and payment of duties and taxes, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5304 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 imperatives and problems associated with trade expansion starting with the basic import/export transaction; the strategic aspects of distribution and agency arrangements; more complex international arrangements; strategic alliances focusing on contract manufacturing and agency service provision arrangements; and the challenges of intellectual property based and technology transfer agreements.

Required Reading To be advised by lecturer
BEO5322 COMMERCIAL SHIPPING ECONOMICS
Campus Footscray Park, Werribee.
Prerequisite(s) Nil.

Content
This subject introduces the students to concepts of the commercial shipping industry in relation to transport and trade, the logistics chain and multimodal transport. Topics include: an overview of the Australian shipping regulations and compliance challenges, storage and stowage of cargo, pricing shipping services, yield management, international supply and demand for shipping services.

Required Reading
Brodie, P.R., 1999, *Commercial Shipping Handbook*, LLP.

Recommended Reading

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5323 GLOBAL AVIATION ECONOMICS
Campus Footscray Park, Werribee.
Prerequisite(s) Nil.

Content
This subject introduces the students to concepts of the aviation industry in relation to trade and the transport of passengers and cargo, the logistics chain and multimodal transport. Topics include: an overview of the international and Australian aviation regulations and compliance challenges, storage and stowage of cargo, pricing of airline services for both passenger and cargo, yield management, international supply and demand for airline services.

Required Reading

Recommended Reading

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5407 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.

Required Reading

Recommended Reading

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BEO5500 PROBABILITY AND DATA ANALYSIS

Campus City Flinders.

Prerequisite(s) Nil.

Content The aim of this subject is to develop skills in using and interpreting statistical data. Students will learn to manage and present data in a meaningful way in order to enable them to turn numbers into information. Topics include: introduction to subject and introduction to data sources; presentation of data; descriptive statistics for ungrouped data; descriptive statistics for grouped data; index numbers; and probability theory and applications.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5501 SAMPLING AND INFERENTIAL STATISTICS

Campus City Flinders.

Prerequisite(s) BEO5500 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5502 REGRESSION AND TIME SERIES MODELLING

Campus City Flinders.

Prerequisite(s) BEO5501 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 analysis of variance; two-way analysis of variance; introduction to regression analysis; bivariate regression analysis; multiple regression models; other topics in multiple regression modelling; diagnostic testing of the regression model; time-series; and forecasting.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5510 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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), 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5511 THE ECONOMICS OF INTELLECTUAL PROPERTY AND COPYRIGHT

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject analyses the economics of intellectual property and copyright and the role of music publishers in exploiting music and other copyright product. It reviews international intellectual property and copyright conventions and the principle of international exhaustion, parallel imports and piracy. The subject also examines the methods of measurement, collection and distribution of international publishing income. It also examines performing rights organisations, catalogue development, licensing and cross-collateralisation.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 study, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEOS522 PUBLIC SECTOR ECONOMICS
Campus City Flinders
Prerequisite(s) Nil.
Content This subject familiarises students with the changing place of the public sector as Australia moves into the next century. It also assesses the role of the public sector in facilitating Australia’s global competitiveness and integration into the Asia-Pacific region. Topics include: the economic rationale of government intervention in the Australian economy and society; principles of taxation and tax reform; the distributive effects of government expenditure; government borrowing; the economics of public enterprise, including issues in cost-benefit analysis; and an evaluation of deregulation and privatisation.
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 part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEOS538 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; optimisation by 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
economics applications. Topics include: presentation of data and numerical summary measures; probability concepts; sampling and sampling distributions; interval estimation; hypothesis testing including tests of goodness of fit and independence and analysis of variance; linear regression and correlation, time series analysis and forecasting; and index numbers.

Required Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 examinations, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5551 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 To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 business practices in the selected Asian countries. The role of trade and FDI in these countries’ economic growth will also be discussed to enable students to understand the economic potential of these countries.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 50%; Final Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE5554 STATISTICAL DATA ANALYSIS FOR BUSINESS

Campus City Flinders.

Prerequisite(s) Nil.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 1 - Questionnaire and describe the analysis of the questionnaire in successive steps, 25%; Project 2 - Time series. ARIMA-type forecasting models for business, 25%; Final examination (Open book), 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE5555 ADVANCED DERIVATIVES AND FINANCIAL ENGINEERING

Campus City Flinders.

Prerequisite(s) BE568 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: Binominal and Trinomial Trees, Monte-Carlo Simulation, Finite Difference Methods; Exotic Options and Interest Rate Derivatives.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE5564 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BE5566 INTRODUCTORY ECONOMETRICS

Campus City Flinders.

Prerequisite(s) BE5554 Statistical Data Analysis for Business.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEQ5602 ADVANCED MANAGERIAL ECONOMICS
Campus City Flinders.
Prerequisite(s) BEQ6601 Economic Analysis.
Content This subject introduces students to the hands-on practice and applications for 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. It introduces students to the applications of capital budgeting decision methods of NPY, IRR, certainty equivalent and risk-adjusted discount rate (RADR), Cost-Benefit Analysis, Shadow Pricing, Risk and Uncertainty, Distributional effects of Project Benefits and Costs: Reference Group Analysis, and Social Benefit and Cost Evaluation and Shadow Pricing: the Open Economy case.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Assignment, 50%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5685 FINANCIAL INSTITUTIONS MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil.

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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO5686 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 and term paper presentation, 30%; Final examination, 40%; Class assignments, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO6400 RETAIL MANAGEMENT STRATEGIES

(ENGINEERING AND SCIENCE SERVICE SUBJECT)

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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 (1,500 words), 40%; Assignment 2 (2,500 words), 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO6485 RETAIL TECHNOLOGY

Campus Singapore, Kuala Lumpur, Hong Kong.

Prerequisite(s) BEO5185 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

BE6295 RETAIL BUYING AND MERCHANDISING

Campus Singapore, Kuala Lumpur, Hong Kong.

Prerequisite(s) BEO5185 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.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Course study presentation, 10%; Assignment, 20%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
RECOMMENDED READING

**Gattorna, J. and Walters, J., 1996, Managing the Supply Chain, Macmillan, London.**

**CLASS CONTACT**
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BE06486 RETAIL MANAGEMENT PROJECT**

**CAMPUS**
Singapore, Kuala Lumpur, Hong Kong.

**PREREQUISITE(S)**
BE05185 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

**RECOMMENDED READING**

**CLASS CONTACT**
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BE06500 ECONOMICS FOR MANAGEMENT**

**CAMPUS**
City Flinders.

**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.

**REQUIRED READING**

**RECOMMENDED READING**

**CLASS CONTACT**
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**ASSESSMENT**
Examination, 50%; Continuous assessment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BE06501 QUANTITATIVE ANALYSIS**

**CAMPUS**
City Flinders.

**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

**RECOMMENDED READING**

**CLASS CONTACT**
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BE06562 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.

**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**
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.
BEO6601 ECONOMIC ANALYSIS

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the concept of 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 marketing strategies.

**Required Reading** To be advised by lecturer


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BEO6617 BUSINESS RISK AND PLANNING**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to provide a framework for analysing key aspects of running a business, be it managing a section of a large firm, a small business or a one-person dealership. Topics include: introduction to insurance and risk management, business risk, managing business risk, market analysis, business planning, forecasting demand and growth, economics of business finance feasibility analysis, economics of market entry and economics of short-term and long-term resource allocation.

**Required Reading** To be advised by the lecturer.

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 60%; Assignments, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BEO6600 BUSINESS ECONOMICS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject is a combination of BEO8622 Business Macroeconomics and BEO8623 Business Microeconomics.

**Required Reading** Refer BEO8622 and BEO8623

**Recommended Reading** Refer BEO8622 and BEO8623

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BEO6618 RISK MODELS AND MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to provide an outline of asset allocation at the macro and individual level in line with individual risk profile requirements, in relation to various individual financial objectives. Topics include: the distribution of asset returns, construction of share price indices, share price performance evaluations, random walk hypothesis, value at risk, binomial tree of stock prices, correlation, risk, risk models, risk management and planning, volatility estimates and forecasting.

**Required Reading** To be advised by the lecturer.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 60%; Assignments, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO7004 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Assignment, 20%; Final examination, 60%; Presentation, 20%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO7700/BEO7701 THESIS (FULL-TIME)/THESIS (PART-TIME)

Campus City Flinders.
Prerequisite(s) BEO7742 Business Research Methods.
Content Students are required to complete a research thesis of approximately 12,500 words based on the proposal developed in the subject Business Research Methods. The thesis will 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
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO7742 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
Assessment Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO8000/BEO8001 DISSERTATION (THESIS)(DBA)(FULL TIME)/(PART TIME)

Campus City Flinders.
Prerequisite(s) Nil.
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.
Required Reading None specified
Recommended Reading None specified
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.
Assessment Dissertation thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accord with those stated in University Regulations for Research Degrees.

BEO8002/BEO8003 PHD (RESEARCH)(FULL TIME)/(PART TIME)

Campus City Flinders.
Prerequisite(s) Please Enquire.
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 with the Faculty must be chosen by the candidate in consultation with a supervisor. The final thesis must be an extensive exposition of original research which is well written and exposes a deep understanding and knowledge by the candidate of the field of study.
Required Reading None specified
Recommended Reading None specified
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.
Assessment Research Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Assessment is in accord with those stated in the University Regulations for Research Degrees.

BEO8600 QUANTITATIVE METHODS I

Campus City Flinders.

Prerequisite(s) BEO6501 Quantitative Analysis.

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; queuing models; linear programming; integer and quadratic programming; and dynamic programming.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO8601 QUANTITATIVE METHODS II

Campus City Flinders.

Prerequisite(s) Please Enquire.

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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Take home examination, 50%; Case Study & Continuous Assessment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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.

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 Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment Case studies and continuous assessment, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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.

Content This subject introduces students to economic analytic tools to assist in an understanding of the workings of an economy at the micro level and to critically analyse microeconomic policies. Topics include: the market; consumer theory; theory of production; market structure; market failure; alternative theories of the firm; and structure, conduct, and performance.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment Case study 1, 30%; Case study 2, 30%; Presentation 1, 20%; Presentation 2, 20%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO8624 BUSINESS ECONOMICS - MODELLING

Campus City Flinders.

Prerequisite(s) BEO6500 Economics for Management or BEO8600 Quantitative Methods I.

Content This subject introduces students to a range of quantitative methods used to analyses business problems. Topics include: input/output models; applied economic modelling; computable
general equilibrium models; project appraisal and planning/capital budgeting; natural resource and environmental planning and national and global development and growth models.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment Examination, 50%; Case Study and continuous assessment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BEO9800/BEO9801 RESEARCH THESIS (FULL-TIME)/(PART-TIME)

Campus City Flinders.

Prerequisite(s) Please Enquire.

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.

Required Reading None specified

Recommended Reading None specified

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment Research thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Assessment is in accord with those stated in the University Regulations for Research Degrees.

BGP6513 BUSINESS RESEARCH METHODS

Campus City Flinders, Singapore, Kuala Lumpur, China, Bangladesh.

Prerequisite(s) Nil.

Content The subject aim is 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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment Examination, 40%; Research methods project report, 40%; Class Participation, 10%; Class presentation, 10%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BGP7700 THESIS (FULL-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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment Pass/fail based on a panel examination of the final thesis submission. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BGP7701 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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment Pass/fail based on a panel examination of the final thesis submission. Students are expected to satisfactorily complete...
each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BGP7702 MBA MAJOR PROJECT (FULL-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 lecturer  
**Recommended Reading** To be advised by lecturer  
**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop 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. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### BGP7704 MBA MINOR PROJECT (FULL-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 lecturer  
**Recommended Reading** To be advised by lecturer  
**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop 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. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

### 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 lecturer  
**Recommended Reading** To be advised by lecturer  
**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 22.5 credit points.  
**Assessment** Pass/fail based on progress reports and assessment of final report by two appointed examiners. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
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 lecturer

Recommended Reading
To be advised by lecturer

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment
Thesis, 100%. Students are expected to satisfactory complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accord with those stated in Research Degrees: Regulations and Guide for Students and Supervisors.

BGP8000 DISSERTATION (THESIS)(DBA)(FULL-TIME)
Campus City Flinders.
Prerequisite(s) Nil.
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.

Required Reading
To be advised by lecturer

Recommended Reading
To be advised by lecturer

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment
Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accord with those stated in Research Degrees: Regulations and Guide for Students and Supervisors.

BGP8001 DISSERTATION (THESIS)(DBA) (PART-TIME)
Campus City Flinders.

Prerequisite(s) Nil.

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.

Required Reading
To be advised by lecturer

Recommended Reading
To be advised by lecturer

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment
Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accord with those stated in Research Degrees: Regulations and Guide for Students and Supervisors.

BGP8002 PHD RESEARCH (FULL -TIME)
Campus City Flinders.

Prerequisite(s) Nil.

Content
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.

Required Reading
To be advised by supervisor

Recommended Reading
To be advised by supervisor

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.
Assessment In accord with those stated in the University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accord with those stated in Research Degrees: Regulations and Guide for Students and Supervisors.

BGP8003 PHD RESEARCH (PART-TIME)
Campus City Flinders.
Prerequisite(s) Nil.
Content 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.
Required Reading To be advised by supervisor
Recommended Reading To be advised by supervisor
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 30 credit points.
Assessment Requirements and assessments in accordance with University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessments in accordance with University Regulations for Research Degrees.

BGP8004 MASTER OF BUSINESS BY THESIS (FULL-TIME)
Campus City Flinders.
Prerequisite(s) Nil.
Content 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.
Required Reading To be advised by supervisor
Recommended Reading To be advised by supervisor
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.
Assessment Requirements and assessments in accordance with University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessments in accordance with University Regulations for Research Degrees.

BGP8005 MASTER OF BUSINESS BY THESIS (PART-TIME)
Campus City Flinders.
Prerequisite(s) Nil.
Content 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.
Required Reading To be advised by supervisor
Recommended Reading To be advised by the supervisor
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.
Assessment Requirements and assessment in accordance with University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment in accordance with University Regulations for Research Degrees.

BGP8017 STRATEGY AND INNOVATION
Campus City Flinders.
Prerequisite(s) Nil.
Content Managers use strategic decision making to find innovative ways to provide established products and services, to clarify conflicting priorities and evaluate new opportunities, streamline and focus marketing efforts and transform the business into a vessel for achieving business goals. The subject is designed to examine current issues associated with key facets of strategy and innovation. This includes business strategy, the strategy decision making process, information systems support, approaches to innovation adoption and information systems as an innovation in the business.
Required Reading To be advised by the lecturer.
Recommended Reading To be advised by the lecturer.
Class Contact Subject equal to 20 credit points.
Assessment In addition to an examination (50%) progressive assessment will involve individual and group research projects and presentations (50%).

BGP8018 CONTEMPORARY BUSINESS RESEARCH
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject introduces students to concepts and procedures associated with sources of knowledge. In particular, it considers empiricism, which attempts to describe, explain and make predictions based on observations of the real world. It will deal with the collection of valid and appropriate data relevant to specific research questions, and will explore, at an advanced level, a range of qualitative and quantitative methodologies.
Required Reading To be advised by the lecturer.
Recommended Reading To be advised by the lecturer.
Class Contact Subject equal to 20 credit points.
Assessment In addition to an examination (50%) progressive assessment will involve individual and group research projects and presentations (50%).

BGP8019 RESEARCH PROPOSAL PREPARATION AND WRITING
Campus City Flinders.
Prerequisite(s) Nil.
Content The subject introduces students to the issues involved in the production of research in applied fields of business administration. It will enhance knowledge, personal skills and competencies in conducting research in the broad industrial setting. Topics include conceptualization of research problems, theoretical formulation and contextualisation, problems and pitfalls in research development, meta analysis of past research, operationalisation of research problems to test hypotheses, measurement and levels of measurement, procedures for data collection, analysis and presentation, report writing and dissemination of research findings. It is an activity based subject that includes the appointment of a provisional supervisor and the production of a research proposal.
Required Reading To be advised by the lecturer.

Recommended Reading To be advised by the lecturer.
Class Contact Subject equal to 20 credit points.
Assessment Presentation of the research proposal at a peer review seminar followed by submission for approval to the Postgraduate Studies Committee of the Faculty of Business and Law.

BGP8020 PERFORMANCE MANAGEMENT
Campus City Flinders.
Prerequisite(s) Nil.
Content Performance management is the scientific study and application of knowledge concerning the measurement of performance, its use in guiding managerial decision making and in demonstrating accountability. The subject is designed to examine current issues associated with key facets of performance management. This includes alignment of employee, unit and organizational behaviour, accelerating change, the operation and effect of performance management techniques on the management and delivery of goods and services, and critical examination of the key questions that are central to the understanding and assessment of modern performance management praxis and debate.
Required Reading To be advised by the lecturer.
Recommended Reading To be advised by the lecturer.
Class Contact Subject equal to 20 credit points.
Assessment In addition to an examination (50%) progressive assessment will involve individual and group research projects and presentations (50%).

BGP8021 CORPORATE GOVERNANCE
Campus City Flinders.
Prerequisite(s) Nil.
Content Management, control, and organizational governance is considered through the relationship between ownership and management, the responsibilities of managers, owners, investors and regulators. Principles of corporate governance, duties of directors, employee entitlements, stakeholder theory and issues of audit and accounting. Processes and practices of corporate governance are considered through the role of managers in a civil society, ethics and human behaviour, and corporate social responsibility. The content may be delivered from a comparative perspective.
Required Reading To be advised by the lecturer.
Recommended Reading To be advised by the lecturer.
Class Contact Subject equal to 20 credit points.
Assessment In addition to an examination (50%) progressive assessment will involve individual and group research projects and presentations (50%).

BGP8699 COMPREHENSIVE EXAM
Campus City Flinders.
Prerequisite(s) Please Enquire.
Content Comprehensive seminars will be conducted in parallel to core subjects. A case study based approach will be used to engage students in multi-faceted examination of important business issues.
Required Reading DBA Comprehensive Exam Case Material 1999
Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.
**Assessment**  Written examination, 50%; Oral examination (30 minutes), 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BGP9002 DBA RESEARCH PROJECT A**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** Students under supervision are expected to analyse and report on data or information collected during the research phase, and to explore the implications of the study for theory and practice in some aspect of business administration.

**Required Reading** To be advised by the supervisor.

**Recommended Reading** To be advised by the supervisor.

**Assessment** The research project report will undergo preliminary assessment by examiners in the Faculty of Business and Law. Research Project A and Research Project B will be submitted for final examination together with a covering report to three external examiners. Research Project A should be approximately 25,000 words.

**BGP9003 DBA RESEARCH PROJECT B**

**Campus** City Flinders, Singapore, Beijing, Kuala Lumpur

**Prerequisites** Students must satisfy admission requirements for the DBA and must have completed all requirements of the DBA coursework component.

**Content** Students under supervision are expected to analyse and report on data or information collected during the research phase, and to explore the implications of the study for theory and practice in some aspect of business administration.

**Required Reading** To be advised by the supervisor.

**Recommended Reading** To be advised by the supervisor.

**Assessment** The research project report will undergo preliminary assessment by examiners in the Faculty of Business and Law. Research Project B and Research Project A will be submitted for final examination together with a covering report to three external examiners. Research Project B should be approximately 25,000 words.

**BGP9005 DBA RESEARCH PAPER A**

**Campus** City Flinders, Singapore, Beijing, Kuala Lumpur

**Prerequisites** Students must satisfy admission requirements for the DBA and must have completed all requirements of the DBA coursework component.

**Content** The paper will report on independently conducted research that demonstrates the student's ability to clearly define and conclude a business problem.

**Required Reading** To be advised by the supervisor.

**Recommended Reading** To be advised by the supervisor.

**Assessment** The paper will report on independently conducted research that demonstrates the student's ability to clearly define and conclude a business problem.

**BGP9006 DBA RESEARCH PAPER B**

**Campus** City Flinders, Singapore, Beijing, Kuala Lumpur

**Prerequisites** Students must satisfy admission requirements for the DBA and must have completed all requirements of the DBA coursework component.

**Content** The paper will report on independently conducted research that demonstrates the student's ability to clearly define and conclude a business problem.

**Required Reading** To be advised by the supervisor.

**Recommended Reading** To be advised by the supervisor.

**Assessment** The paper will report on independently conducted research that demonstrates the student's ability to clearly define and conclude a business problem.

**BGP9007 DBA RESEARCH PAPER C**

**Campus** City Flinders, Singapore, Beijing, Kuala Lumpur

**Prerequisites** Students must satisfy admission requirements for the DBA and must have completed all requirements of the DBA coursework component.

**Content** The paper will report on independently conducted research that demonstrates the student's ability to clearly define and conclude a business problem.

**Required Reading** To be advised by the supervisor.

**Recommended Reading** To be advised by the supervisor.

**Assessment** The paper will report on independently conducted research that demonstrates the student's ability to clearly define and conclude a business problem.

**BGP9800 RESEARCH THESIS (FULL-TIME)**

**Campus** City Flinders.

**Prerequisite(s)** BGP6513 Business Research Methods.

**Content** Student complete a major thesis under the supervision of an experienced member of staff from the Victoria Graduate School of Business.

**Required Reading** To be advised by supervisor

**Recommended Reading** To be advised by supervisor

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

**Assessment** Research Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment are in accordance with University Regulations for Research Degrees.

**BGP9801 RESEARCH THESIS (PART-TIME)**

**Campus** City Flinders.

**Prerequisite(s)** BGP6513 Business Research Methods.

**Content** Students complete a major thesis under supervision of an experienced member of staff from the Victoria Graduate School of Business.

**Required Reading** To be advised by lecturer

**Recommended Reading** To be advised by lecturer

**Class Contact** Subject equal to 30 credit points.

**Assessment** Research Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment are in accordance with University Regulations for Research Degrees.
BHO4400 HONOURS RESEARCH THESIS (FULL TIME)

Campus City Flinders.

Prerequisite(s) BHO4742 Business Research Methods.

Content Students are required to complete a research thesis of 10,000-12,500 words based on the proposal developed in the subject BHO4742 Business Research Methods. As part of the assessment, students are required to present one one-hour seminar on their research work.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment Seminar presentation, 15%; Written thesis, 85%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO4401 HONOURS RESEARCH THESIS (PART TIME)

Campus City Flinders.

Prerequisite(s) BHO4742 Business Research Methods.

Content Students are required to complete a research thesis of 10,000-12,500 words based on the proposal developed in the subject BHO4742 Business Research Methods. As part of the assessment, students are required to present one one-hour seminar on their research work.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 30 credit points.

Assessment Seminar presentation, 15%; Written thesis, 85%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5408 HOSPITALITY, TOURISM AND EVENTS

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject aims to develop an understanding of the integral roles that hospitality and tourism play in the event industry. Topics include: the tourism industry; trends in the use of leisure time and its impact on tourism; the role of events in destination development; economic, social and environmental impacts of events; tourist industry groups and their relationship to events; pre/post event tours; banquets, functions and conventions; marketing and client relationship; the social function and the dramaturgy of banquets and conventions; managing profitability; logistics and operational management; space, facilities and infrastructure; food and beverage management; and catering for internal and external functions.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5403 MARKETING FOR EVENTS

Campus City Flinders.

Prerequisite(s) BMO5401 Special Event Management.

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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Presentation, 20%; Major assignment, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 Chaffey, D., Mayer, R., Johnston, K. and Ellis-Chadwick, F., 2000, Internet Marketing, Prentice Hall.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5050 SERVICES AND RELATIONSHIP MARKETING

Campus City Flinders, Singapore.

Prerequisite(s) NIL.

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 is 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5502 MARKETING COMMUNICATION

Campus City Flinders.

Prerequisite(s) NIL.

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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 and class presentation, 50%; research project and other written assessment, 30%; final examination, 20%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 in an organisation; an overview for the need for introducing 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 imperative need for customer and after-sale service as a competitive edge strategy in both domestic and foreign markets.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 and other written assessment, 50%; final examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5505 BUSINESS TO BUSINESS MARKETING

Campus City Flinders.

Prerequisite(s) BHO6505 Marketing Management.

Content The subject is aimed at graduate students with prior knowledge or understanding of the marketing discipline. It would acquaint students with practices and problems of the Industrial and Organisational Marketing field or profession. Students would be equipped with skills and techniques essential in carrying out managerial responsibilities and duties in the industrial marketing function. Topics to be covered would include: the basics of industrial marketing; industrial markets, products and services and purchasing practices; organisational buyer behaviour and concepts and models of organisational buying behaviour; industrial marketing research and intelligence; industrial market segmentation; industrial marketing management functions; the strategic management of industrial products and services, marketing and product innovation, industrial pricing, industrial marketing communications, industrial channel strategy; control of industrial marketing programs; industrial market performance, control and evaluation of industrial marketing, industrial competitiveness in the Asian economic integrated region.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Case study/assignments/research projects, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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.


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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 40%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5519 EMERGING SYSTEMS IN HOSPITALITY

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject examines systems, now emerging that have key roles in the management of hospitality operations. These include technologically advanced catering systems for cook-chill catering, the Hazard Analysis Critical Control Points (HACCP) system for food safety programs and contemporary practices for environmental management programs. The latest development in these systems and their applications to, and implementation in, hospitality operations will be considered. Recent food/foodservice trends will be covered and the ways in which they affect menu development, service quality and competitive advantage will be discussed.


Recommended Reading A set of readings will be placed in Open Reserve in the Library.

Class Contact Equivalent to 36 hours per semester, normally to be delivered as a combination of lectures, seminars, 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%; Major Assignment, 30%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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 hospitableness; 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5521 FOOD AND BEVERAGE STUDIES I

Campus Footscray Park, City Flinders.

Prerequisite(s) BHO5520 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5522 FOOD AND BEVERAGE STUDIES II

Campus Footscray Park.

Prerequisite(s) BHO5520 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
hospitality property development. Restaurant setting; quality control; evaluating restaurant performance in terms of financial, market and operational criteria.


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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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.

**Content** This subject includes the following topics: introduction to quantitative analysis and the decision making process; overview of hospitality operations and the Schoold 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, exercise).

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held 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.

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 and class presentation, 60%; Case Analysis, 20%; End of semester examination, 40%.

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**BHO5576 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 phase; 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.

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignment 1, 25%; Assignment 2, 25%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BH05574 CONSUMER BEHAVIOUR

Campus City Flinders.

Prerequisite(s) Nil.

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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 and class presentations, 60%; Final examination, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BH05575 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 lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Project and research paper, 45%; Project/Paper Presentation, 15%; Journal Review paper, 25%; Review Presentation, 15%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BH05583 MARKETING RESEARCH

Campus City Flinders.

Prerequisite(s) BH06505 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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BH05586 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.


Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject
Supplementary assessment will not be available.

**BHO5601 ADVANCED MANAGEMENT SYSTEMS FOR HOSPITALITY AND TOURISM**

**Campus** City Flinders.

**Prerequisite(s)** None.

**Content** The 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.

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

**Recommended Reading**


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BHO5605 INTERNATIONAL TOURISM MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to develop an understanding of tourism and the tourism system in an international context. Topics include a systematic overview of tourism, the different perspectives of tourism, global tourism trends, tourist attractions, business management in tourism and future trends.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 and participation, 20%; Major Assignment, 40%; Examination, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Case Studies, 40%; Class Presentations, 20%; Project, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
Pre requisite(s) Nil.

Content Topics to be covered include: content analysis, semiotics and other qualitative analytical methods and various quantitative analytical methods such as tests of significance, factor analysis, cluster analysis and discriminant analysis and how they can be applied to an hospitality or tourism setting. Using existing data sets, the students will get to practice these various techniques.


Recommended Reading Provided by the lecturer

Class Contact Three hours per week for one semester. Normally delivered as two hours of lectures and one hour tutorials; or a delivery mode approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Preliminary Essay, 10%; Major Project, 30%; Class Presentation, 20%; Final Exam, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO5615 PRODUCT INNOVATION IN HOSPITALITY AND TOURISM

Campus City Flinders.

Pre requisite(s) Nil.

Content This subject examines the new product development (NPD) process for Hospitality and Tourism products and services. Each stage in the NPD process will be explored, from opportunity identification and selection to launch of the new product or service. The links between innovation, creativity, entrepreneurship and competitive advantage will be investigated. Application of the innovation process to the range of Hospitality and Tourism enterprises from small business to large corporations will be examined. The risks and benefits of innovation as well as factors affecting the success or failure of new products and services will be discussed.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Examination, 50%; Project Assignment, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**Prerequisite(s)** Nil.

**Content** This subject provides a comprehensive review of areas of managerial concern in hospitality and tourism. Indicative topics include: the relationship between sectors, such as hospitality and tourism broadly, and between hospitality and events management; resort management; indigenous tourism; special events tourism; arctic and remote tourism; industrial tourism; marketing research in hospitality and tourism; sustainable tourism development; gaming and technology in hospitality and tourism. Topics will change over time, and will reflect, in part, the projects being pursued by University researchers, and the areas of managerial need identified by industry and government.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Issues assignment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
**BHQ6666 GLOBAL MARKETING MANAGEMENT**

**Campus** City Flinders.

**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.

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; assignment/project/term papers, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO7700/BHQ7701 THESIS (FULL TIME)/ (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The thesis will report on independently conducted research which demonstrates the student’s ability to clearly define a problem, and to undertake a detailed literature search and review of the relevant theoretical and practical literature on the topic area. All students who enter the program will initially discuss possible research topics with a member of staff and the Course Director. The minor thesis is to be completed by the end of six months for full-time students and twelve months for part-time students.

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

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

**Assessment** In accord with Faculty Regulations, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**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.


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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO8000 DISSERTATION (THESIS) (DBA) (FULL TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Please Enquire.

**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.

**Required Reading** None specified

**Recommended Reading** None specified

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

**Assessment** Assessment will be in accord with those stated in University Regulations for Research Degrees. 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO8001 DISSERTATION (THESIS) (DBA) (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Please Enquire.

**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.

**Required Reading** None specified

**Recommended Reading** None specified

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

**Assessment** Assessment will be in accord with those stated in University Regulations for Research Degrees. 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO8002 PHD (RESEARCH) (FULL TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Please Enquire.

**Content** The candidate is expected to develop under supervision a thesis of original and significant content which displays a high level of research expertise. A field of study within the area of business and specific to a discipline within the Faculty must be chosen by the candidate in consultation with a supervisor. The final thesis must be an extensive exposition of original research which is well written and exposes a deep understanding and knowledge by the candidate of the field of study.

**Required Reading** None specified

**Recommended Reading** None specified

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law.

**Assessment** In accord with those stated in the University Regulations for Research Degrees, 100%.

**BHO8003 PHD (RESEARCH) (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Please Enquire.

**Content** The candidate is expected to develop under supervision a thesis of original and significant content which displays a high level of research expertise. A field of study within the area of business and specific to a discipline within the Faculty must be chosen by the candidate in consultation with a supervisor. The final thesis must be an extensive exposition of original research which is well written and exposes a deep understanding and knowledge by the candidate of the field of study.

**Required Reading** None specified

**Recommended Reading** None specified

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law.

**Assessment** In accord with those stated in the University Regulations for Research Degrees, 100%.

**BHO8612 MARKETING MANAGEMENT 1**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** Following a discussion of the concept of marketing and its historical development, the subject covers key marketing areas including consumer behaviour, marketing research, market segmentation and positioning. The key decision-making areas of product strategy, pricing strategy, promotion and distribution are addressed in School. These foundations of marketing are then integrated through a discussion of strategic marketing planning. Finally, special topics including international marketing, industrial marketing and services marketing are covered briefly.

**Required Reading** To be advised by lecturer

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law.

**Assessment** Case Studies and continuous assessment, 50%; Examinations, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BHO8613 MARKETING MANAGEMENT 2**

**Campus** City Flinders.

**Prerequisite(s)** Please Enquire.
BHO9800 RESEARCH THESIS (FULL TIME)
Campus City Flinders.
Prerequisite(s) Please Enquire.
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.
Required Reading None specified
Recommended Reading none specified
Class Contact Normally two years equivalent full time.
Assessment In accord with those stated in the University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BHO9801 RESEARCH THESIS (PART TIME)
Campus City Flinders.
Prerequisite(s) Please Enquire.
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.
Required Reading None specified
Recommended Reading None specified
Class Contact Normally four years equivalent part time.
Assessment In accord with those stated in the University Regulations for Research Degrees, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.
Assessment Progressive assessment comprising presentations and individual assignments, 60%; Final Examinations, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 Coss, G., 1998, Effective Legal Research, Butterworths, (Note: 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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.
Recommended Reading Wang Chenguang and Zhang Xianchu (ed), 1997, Laws of the People’s Republic of China, Sweet and Maxwell Asia, Hong Kong.
Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Two research papers and class presentations of draft papers, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5503 INTERNATIONAL TRADE LAW
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject contains two parts: the first part is a general introduction to the sources of international law, the nature of international trade law and the scope of international trade law; the second part covers a number of topics focusing on the GATT and the WTO, including the functions and process of the WTO, a detailed analyses of principles in the agreements of the Uruguay Round, the international trade dispute resolution regime, and trade related aspects such as services, intellectual property, agricultural products. This second part also discusses the functions of the IMF and the World Bank.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5504 COMPARATIVE COMMERCIAL 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5505 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.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 narrowcasting; 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. Carabine N. and Henderson, A. (eds), Communications Policy in Australia, Butterworths looseleaf service, Sydney.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5507 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.

Recommended Reading

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5508 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 semester.

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5509 INTRODUCTION TO LAW AND ECONOMICS

Campus City Flinders.
Prerequisite(s) Nil.

Content
This subject introduces the student to an interdisciplinary analysis of the law: the economic analysis of law. Principle topics include: Outline of the essential analytical framework of microeconomics. The distinction between positive and normative analysis and its significance. Survey of foundation articles and scholarship in the area of law and economics. Use of explicit and hypothetical contractual models to view the law. Application of the analysis to certain commercial aspects of contract law, tort law, property law and the law of fiduciary obligations. Consideration of the limits and critiques of traditional legal analysis.

Required Reading

Recommended Reading

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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

Recommended Reading
To be advised.

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5511 PLAIN ENGLISH AND COMMERCIAL DRAFTING

Campus City Flinders.
Prerequisite(s) Nil.

Content
The course covers the principles of good legal writing. A critical appreciation of traditional legal English and its impact on comprehensibility. The consumer driven movement towards comprehensible documents. The formation of plain English guidelines. The critics of plan 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.

Recommended Reading

Class Contact
Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5512 E-COMMERCE AND THE LAW

Campus City Flinders.
Prerequisite(s) Nil.
BLB5513 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5520 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 Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 30 credit points.

Assessment 15,000 word Dissertation, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLB5530 COMPARATIVE CORPORATE LAW

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject will examine one or more areas of international law from a comparative perspective. The subject will provide a focused introduction to the field of comparative law and do this by examining one or more commercial law subjects depending on the interests of the lecturer. It is expected that areas which would be suitable for comparative analysis would include the corporate laws of a number of different countries, the insolvency law of different countries as well as the contract laws of different countries.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO5400 SPORT & THE LAW (SERVICE SUBJECT)

Campus Footscray Park, City Flinders.

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 Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.
**BLO5404 LEGAL ASPECTS OF RITES OF PASSAGE** (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


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Case study 1, 30%; Case study 2, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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, working environment considerations and requirements, impact on local community, with an emphasis on the practitioner's perspective.

**Required Reading** To be advised by lecturer


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 industrial law required for the vocational aspects; to provide students with an understanding of the skills necessary to deal with legal problems which may arise in the industrial arena. The subject includes contract of employment; termination of employment; worker's safety; and equal opportunity law.

**Required Reading** To be advised by the Lecturer

**Recommended Reading** To be advised by the Lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 1, 50%; Case study 2, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
contractual situations examining rules of offer and acceptance etc.; 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 of non fulfilment of particular terms in the 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.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Mid Semester Test, 20%; Essay, 20%; Final Exam, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO5538 COMPANY LAW

Campus City Flinders, Singapore.

Prerequisite(s) BLO5537 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 Law, 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; insolvenecy.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO5539 AUSTRALIAN INCOME TAX LAW AND PRACTICE

Campus City Flinders, Singapore.

Prerequisite(s) BAO5522 Managerial Accounting, BAO5543 Accounting Systems and Processes, BLO5537 Business law, BLO5538 Company Law.

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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO5550 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.

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 10%; Research Paper, 30%; Final examination, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO5555 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

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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 migration 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

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, as described in the subject guide, 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 participants with an understanding and a working knowledge of Australian Refugee Law and Practice. Topics include: the international context; Australian refugee legislation (historical/present); the United Nations Convention and Protocol relating to the status of refugees; primary application; the Refugee Review Tribunal; Judicial Review; Judicial Interpretation.

**Required Reading** To be advised by lecturer


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Open book examination, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BLO5737 INTERNATIONAL TAX**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to provide the students with a proper understanding of the special features of Australian Taxation Law and practice associated with the derivation of income and capital gains in an international context, particularly in view of the accrual system of taxing foreign sourced income. This subject includes the following topics: 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

**Recommended Reading** To be advised by Lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Examination, 30%; Research Paper/Presentation, 70%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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.

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BLO6502 LAW FOR MANAGEMENT

Campus 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 contract, a warranty and an innominate term. Examination of Misrepresentation, Duress, 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., Australian Business Law (latest edn), CCH.

Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BLO8000 DBA DISSERTATION (FULL TIME)

Campus City Flinders.

Prerequisite(s) Nil.

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.

Required Reading Please enquire

Recommended Reading Please enquire

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment Dissertation, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accordance with University Regulations for Research Degrees.

BLO8001 DBA DISSERTATION (PART TIME)

Campus City Flinders.

Prerequisite(s) Nil.

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.

Required Reading Please enquire

Recommended Reading Please enquire

Class Contact Subject equal to 60 credit points.

Assessment Dissertation, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accordance with University Regulations for Research Degrees.

BLO8002 PHD RESEARCH (FULL TIME)

Campus City Flinders.

Prerequisite(s) Please Enquire.

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.

**Required Reading** Please enquire

**Recommended Reading** Please enquire

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law.

**Assessment** PHD Research, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accordance with University Regulations for Research Degrees.

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**BLO8003 PHD RESEARCH (PART TIME)**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**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.

**Required Reading** Please enquire

**Recommended Reading** Please enquire

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law.

**Assessment** PHD Research, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accordance with University Regulations for Research Degrees.

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**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, educative and entertainment events. It also assists students to gain and use specific competencies, skills and techniques, which ensure the achievement of successful events. The subject content includes types and significance of special events; trends regarding events - local, national and international; procedures and issues in event management; attributes of event managers; the challenges and risks of managing a large scale event; human resource issues in running events; win/win 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Launch Presentation, 20%; Report: Review of a Special Event, 20%; Field Research Essay , 25%; Product Launch Report , 25%; Submission of Review Questions , 10%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5504 EMPLOYEE RELATIONS STRATEGY**

**(SERVICE SUBJECT)**

**Campus** Footscray Park, City Flinders, Hong Kong.

**Prerequisite(s)** Nil.

**Content** The subject aim is for students to develop understanding of the issues involved in managing employee relations in the recreation industry. Topics covered include: occupational health and safety; affirmative action policies; the interaction of unions and management at the workplace; implementing change in the workplace and conflict resolution; and enterprise bargaining in union and non-union firms.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

**Assessment** Assignment, 50%; Research Report, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BMOS514 ARTIST MANAGEMENT AND INTERNATIONAL TOURING

Campus City Flinders.
Prerequisite(s) Nil.

Content This subject examines artist management in an international context and explores the international live music market and the conceptualisation, implementation and promotion of an international tour. Topics include: the artist-manager relationship, negotiating with record companies and music publishers, financing an international tour, regulatory requirements, international promotion, conventions and festivals, the role of booking agents and promoters, legal and insurance aspects, venue management, including security, insurance and labour relations.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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(s)/Assignments, 50%; Examination, 50%.

Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMOS520 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, implement action and evaluation of organisation change.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Study, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMOS522 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Assignments, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMOS531 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 organisation; productivity and wages determination; the conduct of skills audits; coping with change in the workplace; work and job analysis and design; organisational communication; organisational climate and culture; corporate strategy and employee development; career planning; employee attitude surveys; human resources policy development and implementation.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Report, 25%; Essay, 25%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMOS533 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; interviews-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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Case Studies, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5535 INTERNATIONAL EMPLOYEE RELATIONS

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject is designed to develop an understanding of 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 multinational corporations on foreign employment practices; cultural considerations and managing cultural diversity; managing expatriate relations; the interrelationship between international agreements/labour standards and employment policies and practices; and emerging issues and trends in the internationalisation of human resource management.

Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Test, 40%; Class Study, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5537 TOPICS IN EMPLOYEE RELATIONS MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject aims to provide students with an opportunity to study in depth, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Two Class Papers, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5544 INDUSTRIAL RELATIONS

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject aims 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Seminar Paper, 40%; Industrial Report, 20%; Research Paper, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 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.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Seminar Paper, 40%; Industrial Report, 20%; Research Paper, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 aims 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 effecting 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5551 REMUNERATION AND PERFORMANCE MANAGEMENT

Campus City Flinders.

Prerequisite(s) BMO5564 Human Resource Management.

Content The subject aims 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5564 HUMAN RESOURCE MANAGEMENT**

**Campus** City Flinders.

**Prerequisite(s)** BMO5520 Organisation Analysis and Behaviour.

**Content** The subject aims to provide the opportunity for students to develop the capacity to apply theoretical and conceptual knowledge to solving everyday human resource management related issues and problems in the workplace. First, the subject will consider the broad major current themes and debates in the field. Second, students will be given the opportunity to develop their understanding of concepts and theories which underpin HRM. Third, students will be exposed to discussion on the practical techniques used in relations to HRM in organizations. It will include topics such as managing the human resource environment, human resource management systems, developing people, rewarding people and directions for human resource management.


**Class Contact** Equivalent to thirty six 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** Review Report, 40%; Presentation, 10%; Case Studies/Research Paper, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5565 HUMAN RESOURCE INFORMATION SYSTEMS**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Content** This subject aims to investigate factors associated with the analysis, design and implementation of Human Resource Information Systems (HRIS’s). 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 by lecturer


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5566 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 thirty six 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** Research paper, 40%; Case Study, 60%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**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.
Required Reading To be advised by lecturer

Recommended Reading A manuscript of readings prepared for the subject and available for purchase through the University Bookshop.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Tutorial Paper, 30%; Report, 20%; Class presentation, 20%; Research essay, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5569 TENDERING AND CONTRACT MANAGEMENT

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject studies the development of the use of contracting and outsourcing in the public sector, assesses the various models of contracting and 'private public partnerships' that are in use, and discusses the advantages and disadvantages of each model in terms of public accountability and governance. Case studies are used to examine and develop understanding of the range of strategic management, implementation, and public accountability issues that are involved in tendering and contracting, and how these issues may be best managed.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject.

BMO5570 PURCHASING, SUPPLIER CHOICE & EVALUATION

Campus City Flinders.

Prerequisite(s) Nil.

Content - Investigation and specification of the requirement for products, services and contracts. - Design of strategic purchasing initiatives to provide broad ranging contracts and suppliers of goods and services for extended periods. - Procurement investigation followed by supplier choice, review and evaluation or in-house supply. - Direction and management of projects ranging from short term, low cost to major infrastructure or human service contracts.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject.

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 explained.
BMO5573 CHANGE EVALUATION FOR BUSINESS EXCELLENCE

Campus City Flinders.
Prerequisite(s) BMO5520 Organisation Analysis and Behaviour.
Content This subject aims to develop students' ability to critically evaluate HRD systems for effectiveness and efficiency, and to develop their competencies and skills to match HRD techniques, methods and technology to the learning styles of an audience so as to maximise learning transfer. It also aims to enable students to determine and evaluate the process and outcomes of HRD so as to demonstrate its usefulness to an organisation. Topics will include models of HRD evaluation, appropriate methods and technology in HRD and evaluation, learning styles, performance indicators, and utility analysis.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Individual Presentation , 15%; Group assignment (3000 words), 40%; Individual Assignment (2500 words), 45%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5576 OPERATIONS AND LOGISTICS STRATEGY

Campus City Flinders.
Prerequisite(s) Nil.
Content The increasing integration of product and process management and the rapid development in the area of supply chain management manufacturing, make it imperative the managers in manufacturing and logistics have an understanding of the latest theory and techniques in product and process management. The aim of this subject is to enable students to understand the foundations of product and process management with applications to manufacturing and supply chain coordination and integration. Process improvement methods are introduced as ways of aligning...
organisations with customer needs and market structures. Product development activities, including project management and concurrent engineering are introduced as aids to integrating marketing, manufacturing and engineering.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Operations Project, 60%; Research Topic, 20%; Case Study, 20%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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: Radical/competitive innovation, key sources of radical/competitive innovation; major tools and frameworks used in industry, within Australia and internationally, to identify opportunities for radical/competitive innovation; developing and retaining a radical innovation capability; planning for and implementing a program to achieve radical/competitive innovation; major barriers to radical/competitive innovation and some ways these barriers can be overcome.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO5589 INDUSTRIAL RELATIONS AND THE BUILDING INDUSTRY (SERVICE SUBJECT)

Campus City Flinders.

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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5601 OPERATIONS AND SERVICE MANAGEMENT**

**Campus** City Flinders.

**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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO5650 MANAGING ORGANISATION KNOWLEDGE**

**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 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.


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 Report, 40%; Presentations, 10%; Case Studies, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
BMO6506 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

Recommended Reading To be advised by the lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Examination, 50%; Continuous assessment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO6507 EMPLOYEE RELATIONS STRATEGIES

Campus City Flinders, 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.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO6508 OPERATIONS MANAGEMENT

Campus City Flinders, China, Bangladesh.

Prerequisite(s) Nil.

Content The subject prepares students to manage manufacturing and service areas which they will encounter in their careers. Operations management is a blend of the concepts required to understand and control each function and of the analysis required to plan and measure production achievements. Factory visits and inputs from class members will constitute part of this subject.


Recommended Reading To be advised by lecturer

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO6509 LEADERSHIP AND CORPORATE GOVERNANCE

Campus City Flinders.

Prerequisite(s) BMO6506 Work and Organisation Systems.

Content The subject aims to develop the knowledge, personal skills and competencies to effectively lead their organisations; manage the roles and responsibilities of members of the Boards and or as senior executives of government or private sector organisations; and make corporate decisions based on ethical principles and social responsibility.

Required Reading Baxt, R., 1997, Duties and Responsibilities of Directors and Officers, Aust Institute of Company Directors, Sydney.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Essay, 15%; Assignment, 35%; Case Study and Presentation, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO6510 GOVERNMENT AND BUSINESS RELATIONS

Campus City Flinders.

Prerequisite(s) Nil.

Content This subject aims to provide students with an understanding of the theory and practice of government and business relations in Australia and overseas and to develop students' investigative, analytical and interpretative skills and competencies with regard to the study of government and business relations. On completion of the subject students should be able to describe the major functional domains of government in Australia and the role of governments in countries with whom we trade; understand the approaches available to business leaders, organisations and governments to influence or to direct public policy.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer
FACULTY OF BUSINESS AND LAW

**BMO6511 STRATEGIC MANAGEMENT AND BUSINESS POLICY**

**Campus** City Flinders, 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, apply various models and techniques for generating strategic alternatives, implementing strategies and their evaluation and develop a strategic plan for an organisation.

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

**Recommended Reading** To be advised by lecturer

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and/or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment** Assignments, 50%; Examination, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. 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 thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BMO6532 INTERNATIONAL MANAGEMENT**

**Campus** Footscray Park, 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 issue 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 lecturer


**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

**BMO6622 MANAGING INNOVATION AND ENTREPRENEURSHIP**

**Campus** China, Bangladesh.

**Prerequisite(s)** BMO5520 Organisation Analysis and Behaviour.

**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 practiced; 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, entrepreneurship and the innovation process, new venture ideas, opportunity recognition and screening; market opportunities: the market 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.

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

**Class Contact** Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Sighted Examination, 30%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, 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.
**Content**  This subject is designed to develop each participant’s knowledge, skills and competencies in identifying organisational strengths and weaknesses and opportunities and threats in national and international contexts. On completion of this subject, it is expected that students will be able to undertake environmental analyses, complete an internal analysis of an organisation, apply various models and techniques for generating strategic alternatives, implementing strategies and their evaluation and develop a strategic plan for an organisation.

**Required Reading**  To be advised by the lecturer.

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

**Class Contact**  Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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 are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO6624 ORGANISATION CHANGE MANAGEMENT**

**Campus**  City Flinders.

**Prerequisite(s)**  BMO5520 Organisation Analysis and Behaviour. Students enrolled in either the Masters or Graduate Diploma in ERP must have also completed BCO6603 Enterprise Resource Planning Systems.

**Content**  This subject aims to enhance students’ knowledge and understanding of organisational design, organisational change processes and organisational development and change; and to advance students’ skills and competencies in the diagnostic processes for assessing the need for change and the development, implementation, and evaluation of change strategies at all organisational levels. The themes covered will include: An introduction to organisational development and change and different types and philosophies of change; managing change in the contexts of organisational culture, policies, gender and leadership; managing incremental change and the development of intervention change strategies at all organisational levels; the organisational change agent and the diagnostic process; managing discontinuous change; learning environments, systems thinking and change in organisations.


**Class Contact**  Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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%; Research Proposal, 50%; Presentation of research proposal, 20%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO6630 BUSINESS RESEARCH METHODS**

**Campus**  City Flinders.

**Prerequisite(s)**  Nil.

**Content**  The aims of this subject are to: introduce students to the processes and principles used in planning, conducting, reporting and reviewing research in a business context; and to develop competencies required for conducting research. Topics include reviewing the literature; defining the research problem; research ethics; survey design, data collection, measurement and analysis; focus groups and case study analysis; and multimethod analysis.


**Class Contact**  Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

**Assessment**  Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

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**BMO7700/01 THESIS (FULLTIME/PART TIME)**

**Campus**  Footscray Park, City Flinders.

**Prerequisite(s)**  BMO6630 Business Research Methods.

**Content**  The minor thesis provides students with an opportunity to apply knowledge, competencies and skills gained and developed through the coursework programs to the solution of a business problem. The research thesis of approximately 15,000 words of publishable quality is based, ideally, on the proposal developed in the subject Business Research Methods. The thesis topic must be approved by the course director.

**Required Reading**  To be advised by supervisor.

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

**Class Contact**  Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 45 credit points.

**Assessment**  Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Pass/fail based on a panel examination of the thesis.

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**BMO7744 READINGS IN LABOUR STUDIES**

**Campus**  Footscray Park, City Flinders.

**Prerequisite(s)**  Nil.

**Content**  The main purpose of this subject is to develop students’ reading, research and analytical skills and to prepare students for advanced studies in industrial relations. Course content includes a book review on a topic of general interest; several pieces of analytical reading to be both presented in class and written formally; development of a critical literature review; and development of research papers. Each component is to be thoroughly discussed in class in a way which seeks to enhance students’ skills of analysis and critique.

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

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, 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, 20%; Literature Review, 40%; Book Review, 40%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO8000/01 DISSERTATION (THESIS) (DBA)(FULL TIME/PART TIME)

Campus City Flinders.

Prerequisite(s) Please Enquire.

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.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Two year full time, Four years part time. Subject equal to 60 credit points.

Assessment Dissertation, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. requirements and assessment will be in accord with those stated in University regulations for research degrees.

BMO8002/03 PHD (RESEARCH) (FULL TIME/PART TIME)

Campus Footscray Park, St Albans, City Flinders.

Prerequisite(s) Please Enquire.

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.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Class Contact Three years full time, Six years part time. Subject equal to 60 credit points.

Assessment Research Paper, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available. Requirements and assessment will be in accord with those stated in Research Degrees.

BMO8607 BEHAVIOURAL SCIENCE 1

Campus City Flinders.

Prerequisite(s) BMO6506 Work and Organisation Systems.

Content An overview of organisation theory such as organisational structure, effectiveness, strategies. Systems approach to the study of organisations. Organisation culture and change. Organisational designs and organisational environments.

Required Reading To be advised by lecturer.


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Examination, 50%; Case Studies and Continuous Assessment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO8608 BEHAVIOURAL SCIENCE 2

Campus City Flinders.

Prerequisite(s) BMO8607 Behavioural Science 1.


Required Reading To be advised by lecturer


Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 7.5 credit points.

Assessment Examinations, 50%; Case Studies and continuous assessment, 50%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.

BMO9800/01 RESEARCH THESIS (FULL TIME/PART TIME)

Campus City Flinders.

Prerequisite(s) Please Enquire.

Content Preparation of a research thesis.

Class Contact Equivalent to thirty six hours per semester normally to be delivered as a combination of lecture, seminar, tutorial and or/workshop or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 60 credit points.

Assessment Research Thesis, 100%. Students are expected to satisfactorily complete each component of the assessment, as described in the subject guide, to gain a pass in the subject. Supplementary assessment will not be available.
ZCC5001 PRIVATE INTERNATIONAL LAW/CONFLICT OF LAWS
Campus City Queen.
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 understand how and when Courts will make use of foreign laws to resolve legal disputes in which such law is raised. The subject covers the structure of Conflict of Laws, domicile and residence, jurisdiction of courts at Common Law, staying of actions and declining jurisdiction at Common Law, recognition and enforcement of foreign judgements at Common Law, obligations - contracts and torts, property - immovables and movables, husband and wife, the law of succession and concluding theoretical issues.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Subject equal to 30 credit points.
Assessment Students will work at their own pace through the module, with assistance from the subject guide, and submit assignments.

ZCC5002 NOTARIAL PRACTICE - THEORY
Campus City Queen.
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 provide an in-depth knowledge of the work of a Notary including notarial acts, Bill of Exchange and other professional functions. This subject comprises a theoretical and practical overview of Notarial practice to equip students with the professional and technical skills to practise as a Notary.
Required Reading To be advised by lecturer
Recommended Reading To be advised by lecturer
Class Contact Subject equal to 30 credit points.
Assessment Students will work at their own pace through the module, with assistance from the subject guide, and submit assignments.

ZCC5003 COMPARATIVE LAW
Campus City Queen.
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 practising 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 Subject equal to 30 credit points.
Assessment Students will work at their own pace through the module, with assistance from the subject guide, and submit assignments.

ZCC5004 NOTARIAL PRACTICE – PRACTICAL WEEKEND
Campus City Queen.
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 comprises a theoretical and practical overview of Notarial practice to equip students with the professional and technical skills to practise as a Notary. Areas covered include the structure and authority of the profession, characteristics and use of the notarial act including Bills of Exchange and Shipping Protests, and conduct and discipline of the profession including use of interpreters and translations and cultural awareness in dealing with clients from culturally diverse backgrounds.
Required Reading None specified.
Recommended Reading None specified.
Class Contact Subject equal to 30 credit points.
Assessment Work undertaken during the weekend must reach an adequate standard for the Graduate Diploma to be awarded. Participation in discussions and workshops and submission in the drafting of notarial documents will enable a satisfactory completion of the weekend.
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.

Students who meet the conditions specified in the pathway will be automatically granted the benefits specified in the pathways (entry or credit).

Students who have not completed their initial course may still obtain credit in recognition of the subjects/modules successfully completed.

‘Articulation’ describes the links or pathways between courses. Students who take advantage of pathways are sometimes called articulating students.

Victoria University is widely recognised as a national leader in developing credit transfer arrangements for students, particularly between the TAFE and higher education sectors.
Applications
Students should provide details of any prior study when they:
• apply to enter a course;
• are interviewed in the Centre for Commencing Students; or
• enrol.

Students eligible for entry or credit on the basis of a formally approved pathway will be identified at the time of enrolment. Any credit may be granted at the time of enrolment.

Credit Transfer/Mutual Recognition
Students who have already successfully completed any of the subjects/modules in the course in which they are enrolling may be eligible for credit transfer. Under Mutual Recognition, Victoria University will recognise Qualifications and Statements of Attainment issued by any Australian Registered Training Organisation.

Applications
Students applying for Credit Transfer should approach their Faculty or Department Office for further information and an application form. Forms are also available from the Centre for Commencing Students and Student Administration. It is advisable for students to discuss their applications with their teacher/lecturer before submission.

The University will endeavour to process credit transfer applications as soon as possible.

Recognition of Prior Learning (RPL) or Recognition of Current Competency (RCC)
Recognition of Prior Learning (RPL) or Recognition of Current Competency (RCC) 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/RCC are advised to begin the application as soon as they are enrolled. Students applying for RPL/RCC 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. Students are encouraged 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/RCC application.

The University will endeavour to process RPL/RCC 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/RCC 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/RCC 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/RCC 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, and
• students are encouraged to complete the relevant TAFE course and supply appropriate documentation;
• work experience relevant to the field of study; and
• regionality.

How to Apply for Courses
Prospective articulating students already enrolled at Victoria University of Technology who wish to apply for all undergraduate courses offered by the Faculty of Business and Law will need to lodge a 'Course Transfer Application' form with the Faculty of Business and Law Office.

Prospective articulating students from other post-secondary institutions who wish to apply for all undergraduate courses offered by the Faculty of Business and Law will need to lodge 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 unlawful discrimination.

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 many 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.

Alternative Entry at Victoria University
The University offers alternative entry programs that will provide for selection on criteria other than the ENTER.

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) 9919 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) 9919 4110.
Admission Requirements

Undergraduate Courses

Normal Entry
Any persons who have been granted the Victorian Certificate of Education or satisfactorily completed an equivalent Year 12 qualification recognised by the University (plus relevant course prerequisite studies) will be eligible to apply for admission to courses of the University leading to a higher education award or to a TAFE Diploma.

In general, therefore, applicants will be eligible for admission to higher education undergraduate and TAFE Diploma courses if they have:

• passed the VCE including the satisfactory completion of English Units 3 and 4 from 1992 onwards;
• passed four approved VCE (HSC) Group 1 subjects (including English) at one sitting prior to 1992;
• passed four approved Victorian Institute of Education, HSC, Group 1 subjects (including English) at one sitting since 1980;
• satisfied Victorian University Schools Examination Board or Victorian Institute of Education Year 12 requirements prior to 1980; or
• obtained an equivalent interstate or overseas qualification.

Entry requirements for admission to TAFE courses other than courses leading to a Diploma vary. Details of entry requirements are to be found in the TAFE Handbook.

In addition to meeting the entry requirements above, applicants may be required to satisfy other requirements specified by the Faculty/School conducting the course. Further information can be found on www.vu.edu.au/admissions

Special Entry
Applicants meeting the above requirements will be regarded as having satisfied the Normal Entry requirements. However, applicants wishing to undertake a University course who do not meet the Normal Entry requirements may still be eligible for admission under Special Entry (SE). Students admitted to a course under SE may be subject to special terms and conditions determined by the relevant Faculty or School. The three categories of Special Entry are as follows.

Age and Educational Background
A person will be eligible for admission to any course within the University if, at 1 January of the intended year of entry, he or she is 21 years of age or over.

Any person who, at the date of their proposed admission to a TAFE course (other than a course for Diploma), is 18 years or older, will be eligible to apply for admission to any such course. Australian residents who meet these criteria are guaranteed a place in a Government-funded course if they apply via the University’s Personalised Access Study scheme. A high demand for many award courses, and a number of mature-age applicants may 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.

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:

• 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) 9919 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.
Applicants whose difficulties occurred only during their last year of secondary studies must use the Victorian Tertiary Admission Centre ‘VTAC Chronic Circumstances Application Form for Current Year 12 Students’. Students who are not current year 12 applicants, but who meet any of the above criteria should complete the ‘VTAC Pi form for Non-Year 12 Applicants’. Applicants wishing to apply on the above basis should contact the relevant Faculty or the Centre for Commencing Students for further information on individual course requirements. Some individual courses have supplementary information forms that can also be completed.

Applicants with a disability or chronic medical condition should also complete the above relevant forms and any individual course supplementary information forms. Persons with a disability or chronic medical condition are encouraged to contact the relevant Faculty, School, Department of the University, or the Centre for Commencing Students to discuss any potential difficulties, hazards and individual course requirements inherent in their proposed course. In these discussions, any special needs of applicants can be discussed 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 their specific needs and potential individual support requirements with Disability Services however Disability Services is not involved in selection or application processes. All applicants with a disability are encouraged to declare their disability on enrolment forms and should register with Disability Services as soon as possible after enrolling in their course. Phone (03) 9919 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 Moondani Balluk (Indigenous Services) on (03) 9919 2193 or via email Moondani.Balluk@vu.edu.au

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 end of 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.

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 return 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) 9919 4110, fax: (03) 9919 4813 or email ccs@vu.edu.au

Student Administration

The Recruitment and Student Success Branch and Enrolment Management provide services in the following areas:

- Admissions and Orientation
- Recruitment and Student Success Branch
- Enrolment Management Branch

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 organisations 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 9919 2846
Fax: 61 3 9919 2853
Email: offshoreadmin@vu.edu.au
Web site: www.vu.edu.au
Located Room 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 web site at www.vtac.edu.au.

Persons applying through VTAC should note that the VTAC rules, by which the University is bound, provide that no selection authority shall take into account the preference for that course as indicated by the applicant. This means that even if an applicant has indicated a lower preference for the course concerned than other applicants, there shall be no prejudice and each applicant will be considered equally.

Prerequisites and Extra Requirements

Some higher education undergraduate courses have special prerequisites for enrolment. Where this is the case, these requirements are published two years in advance in the Victorian Tertiary Education Requirements (this is published as a supplement in the press) and for the following year in the VTAC Guide to Undergraduate and TAFE Courses (available from newsagents and the web: www.vtac.edu.au).

For some higher education undergraduate courses, the application process requires applicants to complete a Supplementary Information Form available from the relevant Faculty Office, the Admissions Office or the University web site: www.vu.edu.au/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

Persons applying for readmission to the University for re-entry following a period of enrolment to lapse have changed or improved.

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; and
- 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 Officer 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) 9919 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 numeric 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 Monash University on the basis of a pass in Economics at Monash University in 2000, the applicant should attach a copy of the subject description of the unit from the 2000 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 may be directed to Student.Admin@vu.edu.au or to any Enrolment Management Branch office on campus. Enrolment enquiries from students studying offshore should be directed to offshoreadmin@vu.edu.au

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 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 subjects(s) concerned.

Students of other institutions wishing to apply for complementary enrolment should obtain written approval from the Director Student Affairs (or equivalent) at their home institution, verifying their enrolment status, indicating the nature of the studies to be undertaken, and certifying that the studies, if successfully completed, will count towards the award.

Students who have produced documentation required in accordance with the previous paragraph will be exempted from payment of the General Service Fee normally required upon enrolment at the University, on the basis that they have already paid such a fee elsewhere.

Complementary students will normally be required to accept liability under the Higher Education Contribution Scheme in respect of subjects undertaken at this University. However, students should not be required to accept liability more than once in respect of any particular component of enrolment.

Enrolment Amendment and Course Withdrawal

Higher Education Students

Students wishing to reduce their study load should complete an Application for Enrolment Amendment Form. Students should lodge the form at 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, Deferment 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, Deferment or Withdrawal form including a recommendation from the appropriate School or Department should be approved by the Faculty or School prior to the enrolment census date for the semester in which the leave is to commence.

The Faculty or School will advise students in writing regarding the outcome of their application.

Where leave of absence is approved for Higher Education students after the relevant enrolment census date, students will remain liable for HECS contributions in respect of their enrolment in that semester.

Doctor of Philosophy and Masters by Research
Students should approach the Postgraduate Studies Unit, Footscray Park Campus for advice regarding application for leave of absence. Application forms can be obtained from the Unit or 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 student.fees@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 2005 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.

264
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 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.

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**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 Option Declaration Form selecting the Deferred Payment method.

Under the Deferred Payment Option students must, at enrolment, either:
- provide a valid tax file number; or
- not having a tax file number or not having access to their tax file number, apply to the Australian Taxation Office (ATO) for a Tax File Number and provide it to the University before 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.
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


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 web site: www.hecs.gov.au/botpls.htm or by calling the PELS enquiry line on 1800 020 108.

Assessment

All enrolled students are eligible for assessment in each of the subjects in which they are enrolled. In most subjects offered by the University there will be more than one assessment task or component of assessment during a semester.

The components of assessment for each subject will vary but may include attendance, examinations, tests, exercises, practical tasks, essays, assignments, articles, theses or other work.

More precise details of the assessment for each subject will be provided by the School or Department Examination Board for that
subject not later than two weeks after commencement of teaching in the subject. These details will include:

- the nature of each component of assessment;
- the approximate length or extent of each of the components;
- the approximate due date for each component;
- the proportion of total marks assigned to each component; and
- the standard deduction of marks for late submission.

The Examination Board for each subject will consist usually of the Head of the relevant School or Department (as Chairperson) and the 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 examiner(s) will be appointed by the end of the second week in each semester. The examiners may be assisted in correcting work by assistant markers appointed by the Chairperson of the Examination Board.

The University has adopted rules in relation to assessment and the supervision of assessment. These rules form Part 1 of the Schedule to a Statute of the University (Statute 6.3.1—Assessment). A copy can be obtained from the Head Legal and Policy Secretariat, telephone (03) 9919 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:
9.30am morning examination sessions
2.00pm afternoon examination sessions
6.00pm evening examination sessions

unless otherwise indicated on the published timetable.

Students will be admitted to the examination room at those times and given fifteen minutes at the commencement of the session for the purpose of reading the paper. Any variation of this practice will be notified to students in the printed timetable. As a rule, no writing, 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 web site 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, pager 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 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.

267
Special Consideration

Students may apply for special consideration if their work during a teaching period or examination or other assessment has been gravely affected by illness or other serious cause.

Application must be made no later than three days after the date of submission of the assessment for which special consideration is sought. Applications seeking an extension of time to complete a component of assessment should be made to the relevant School or Department. All other applications should be made to the Executive Officer of the Faculty concerned or the TAFE Executive Officer.

Where students have been prevented by illness or other cause from making application within the three-day period they can make a late application setting out the reasons why the application could not be made earlier.

A successful application for special consideration may result in the student being allowed to undertake supplementary or further assessment.

Students will not be given special consideration for misreading the examination timetable.

Students with Disabilities – Alternative Assessment Arrangements

Students with an ongoing disability should immediately register with Disability Services in the Equity and Social Justice Branch of the University once enrolled in their course. Students with a temporary disability, which puts them at a disadvantage in written examinations, should advise the Faculty or TAFE Executive Officer and also register with Disability Services at the beginning of the semester of study or immediately after their disability is known to discuss alternative arrangements for examinations.

Alternative assessment arrangements could include extra time, a separate room or use of adaptive equipment in 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 2005 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.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>H1</td>
<td>First Class Honours, 80–100%</td>
</tr>
<tr>
<td>H2A</td>
<td>Second Class Honours, Upper, 70–79%</td>
</tr>
<tr>
<td>H2B</td>
<td>Second Class Honours, Lower, 60–69%</td>
</tr>
<tr>
<td>H3</td>
<td>Third Class Honours, 50–59%</td>
</tr>
<tr>
<td>N</td>
<td>Fail, 0–49%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass</td>
</tr>
</tbody>
</table>
B: Grades for other subjects

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD</td>
<td>High Distinction, 80–100%</td>
</tr>
<tr>
<td>D</td>
<td>Distinction, 70–79%</td>
</tr>
<tr>
<td>C</td>
<td>Credit, 60–69%</td>
</tr>
<tr>
<td>P</td>
<td>Pass, 50–59%</td>
</tr>
<tr>
<td>N1</td>
<td>Fail, 40–49%</td>
</tr>
<tr>
<td>N2</td>
<td>Low Fail, 0–39%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass*</td>
</tr>
<tr>
<td>U</td>
<td>Ungraded Fail</td>
</tr>
</tbody>
</table>

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.

C: Competency Based Grades (TAFE)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC</td>
<td>Achieved Outstanding Competency</td>
</tr>
<tr>
<td>CP</td>
<td>Achieved Competency – Highest Grade Awarded</td>
</tr>
<tr>
<td>PP</td>
<td>Achieved Competency</td>
</tr>
<tr>
<td>NN</td>
<td>Competency Not Achieved</td>
</tr>
</tbody>
</table>

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.

D: Codes For Incomplete Assessment

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>Continuing Subject</td>
</tr>
<tr>
<td>L</td>
<td>Not yet Assessed – Special Cause**</td>
</tr>
<tr>
<td>RO</td>
<td>Result Outstanding</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>SC</td>
<td>Satisfactory Completion of Class Hours</td>
</tr>
<tr>
<td>UC</td>
<td>Unsatisfactory Completion of Class Hours</td>
</tr>
<tr>
<td>SE</td>
<td>Subject Exemption</td>
</tr>
<tr>
<td>E1</td>
<td>Exempt Semester 1 (full year subject)</td>
</tr>
<tr>
<td>E2</td>
<td>Exempt Semester 2 (full year subject)</td>
</tr>
<tr>
<td>CE</td>
<td>Joint Course/Complementary Enrolment (Result issued by other Institution)</td>
</tr>
<tr>
<td>WT</td>
<td>Withdrawn – Transferred</td>
</tr>
<tr>
<td>WN</td>
<td>Withdrawn – Failed</td>
</tr>
<tr>
<td>WD</td>
<td>Withdrawn – Without Academic Penalty</td>
</tr>
<tr>
<td>WL</td>
<td>Withdrawn – Late*</td>
</tr>
<tr>
<td>VC</td>
<td>VCE</td>
</tr>
<tr>
<td>TA</td>
<td>TAFE Preparatory Assistance</td>
</tr>
</tbody>
</table>

* 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.

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 within the University. Maximum periods of time, unless such provision is specifically waived for that student by the University.
Maximum times for completion of awards are as follows:

- Certificate: 5 years
- Advanced Certificate: 5 years
- Associate Diploma*: 8 years
- Undergraduate Diploma: 10 years
- Undergraduate Degree of 3-years duration full-time: 10 years
- Undergraduate Degree of 4 years duration full-time: 10 years
- Graduate Diploma: 6 years
- Graduate Certificate: 3 years

*Including time taken to complete preliminary Advanced Certificate year where applicable.

The time periods are taken from the beginning of the first semester for which the student was enrolled in the course, until the completion of all course requirements, and may include time elapsed due to deferment, suspension or voluntary withdrawal from the course.

Note: The maximum completion times apply in the absence of specific course requirements. For specific courses, shorter maximum time periods can be specified, and where this is the case, the shorter time limit will apply.

**Academic Progression**

**Unsatisfactory Progress**

The demand for tertiary study places exceeds the number of places available. Every year a considerable number of applicants fail to gain entry to the University. It is assumed that every person selected into an award course has the capacity to succeed. However, if students do not progress satisfactorily, they will be asked to show cause as to why they should be permitted to continue in the course.

An important aim of the University is to assist its students to succeed. Therefore, students should make use of the free counselling services provided if they are encountering problems or difficulties that are affecting their studies. These difficulties could include problems in understanding, 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, 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, Bachelors, 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. You can apply online through myVU at [http://myvu.vu.edu.au](http://myvu.vu.edu.au). Alternatively, 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:
Graduation ceremonies in 2005 are scheduled as follows:

- **16 February 2005** Malaysia
- **20 February 2005** Hong Kong

Applications close 17 January 2005

Melbourne Convention Centre

Applications close 19 August 2005

Attendance closes 30 September 2005

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.

- **Certificants:** A black gown and black cap together with a black stole faced in tangerine.
- **Diplomates and graduate certificants:** A black gown and black cap together with a black stole faced in the discipline colour.
- **Bachelor:** A black gown and black cap with a black hood half lined with the discipline colour. The hood for the honors degree also has a white band on the edge of the hood.
- **Masters:** A black gown and black cap with a black hood fully lined with the discipline colour.

**Discipline colours:**
- Ruby
- Ultramarine
- Cherry
- Silver Grey
- Old Rose
- Parchment
- Buff
- Spectrum Green
- Gold

- **Arts**
- **Business or Business Administration**
- **Education**
- **Engineering**
- **Health Science**
- **Law**
- **Music**
- **Psychology**
- **Science or Applied Science**
- **Social Work**

- **Doctorates:** A black bonnet with a gold cord and red silk stole 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
  - **Graphite:** 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

The academic dress for indigenous Australians is the habit of their award together with a calf length black and red silk stole that has gold tassels, a map of Victoria in gold silk and ‘Victoria University’ embroidered in gold on the left end of the stole, and the sun in gold silk and ‘Ngaga Jindi Woraback’ embroidered in gold on the right end of the stole.

### 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 per Semester</th>
<th>Enrolment Load</th>
</tr>
</thead>
<tbody>
<tr>
<td>0–44</td>
<td>part-time load</td>
</tr>
<tr>
<td>45–60</td>
<td>full-time load</td>
</tr>
<tr>
<td>0–90</td>
<td>part-time load</td>
</tr>
<tr>
<td>91–120</td>
<td>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.

*271*
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 – web site: www.vu.edu.au/careers;

Careers Counselling appointments are available for students from all campuses by phoning (03) 9919 4944.

Careers Education Programs
These include job seeking skills workshops, Employability Skills Challenge, Young Achievement Australia, mentor programs, in-class programs, Student Portfolios. Visit www.vu.edu.au/careers to see what’s on this month!

Employment Services
The on line 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. Its free, its easy, and the employers come to you. Some employers also arrange campus visits. Watch the web site 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 Support.

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 children’s social, emotional, physical, cognitive and creative needs. Nutritious meals and snacks are provided for the children throughout the day. All of the University Children’s Centres have been assessed as providing the highest level of care by the National Childcare Accreditation Council.

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) 9919 4098
For further information on finding suitable childcare, telephone the Manager, Children's Services, on 9919 8801.

Footscray Nicholson Campus
Telephone: (03) 9919 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) 9919 4578
The Footscray Park Campus Children’s Centre is located at 8 Geelong Road, Footscray. The Centre caters for a maximum of 37 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) 9919 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 two weeks to six 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) 9919 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) 9919 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.

Werribee Campus
Telephone: (03) 9919 9568 or (03) 9919 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.
SERVICES AVAILABLE TO STUDENTS

Graduating Students
The Centre for Graduating Students and Education Abroad processes all sealed awards for the University. When you have completed or nearly completed a course, you are required to submit an Application for an Award form. You can apply online through myVu at http://myvu.vu.edu.au. Alternatively, forms can be collected from and handed into the Enrolment Management Office at any campus of Victoria University or downloaded from the University web site. The organisation of graduation ceremonies, both onshore and offshore, is also the responsibility of this centre.

Centre for Graduating Students and Education Abroad
Telephone: 61 3 9919 2846
Fax: 61 3 9919 2853
Email: graduate@vu.edu.au
Web site: www.vu.edu.au
Located Room 4C, 141, St Albans Campus

Optometry and Dentistry
Optometry and dental services through local agencies. All enquiries should be directed to the Victoria University Student Union Resource Centres

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) 9919 2625.

Independent Access:
Students with Disabilities
Students with disabilities have access to disabled parking, library resources and equipment including support staff, faculty and department contact officers, and educational assistance through the Student Learning Unit. Students requiring in-class supports, teaching accommodations and/or applications for alternative assessment arrangements for examinations need to register with Disability Services (DS) in the Equity & Social Justice Branch. Students must register with DS each year, and as early as possible, to ensure adequate supports and up to date information and resources are available. A Disability Resource Room is located at St. Albans campus providing access to adaptive technology as well as services such as the transcribing of text into electronic or Braille format.

Further information, registering and advice can be obtained by contacting Disability Services in the Equity and Social Justice Branch on (03) 9919 2193 or via email on disability@vu.edu.au.

Students with disabilities seeking services such as personal and vocational counselling, careers advice, accommodation, chaplaincy, financial advice and scholarship information need to contact Student Support (see section below).

Orientation
The Orientation Festival is an annual event held at the beginning of Semester 1 each year. During the festival, a wide range of events are organised to provide opportunities for students to meet each other and to gain an awareness of the activities and services provided by the University.

An Orientation Information satchel is provided for new students including the The Survival Guide which includes information about the services available to students and a range of other extracurricular activities. Further information can be obtained at www.vu.edu.au or www.vustudents.org.au

Moondani Balluk
(Indigenous Services)
Support for Aboriginal and Torres Strait Islander people is available through the Equity and Social Justice Branch. The two main aims of Indigenous Services is to fully support self determination and self management for Aboriginal and Torres Strait Islander people, families and community organizations; and to increase the access, participation, success and retention rates for Australian Indigenous people in the University's programs.

Moondani Balluk staff can assist students with course advice, Abstudy, academic support, employment and careers advice, social support, housing, counselling and discrimination advice.

Further information is available from Moondani Balluk, telephone (03) 9919 2836, or email Moondani.Balluk@vu.edu.au

Student Support
Student Support provides services to students in a variety of ways. Staff provide academic support, personal and vocational counselling, financial counselling, housing and health services.

Student Support 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) 9919 8801, Footscray Park campus on (03) 9919 4418, St Albans campus on (03) 9919 2399 or visit our webpage: www.vu.edu.au/ss

Accommodation
The University Student Housing Service assists student with locating, securing and maintaining suitable accommodation. The Student Housing Database, including current accommodation listings, is on the Internet. 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 and referral as well as assistance with general housing information. At other campuses, Student Support staff can assist with accommodation inquiries. For further information, contact the Housing Officer on telephone: (03) 9919 4420 or e-mail housing@vu.edu.au

Chaplaincy
Contact Student Support for information about spiritual support in the community.
Counselling – Personal

Counselling can help students optimise their emotional, social and academic well being. Students are invited to discuss any personal, family or relationship matters 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) 9919 4418 or (03) 9919 2399.

Financial Advice

Financial advice is available 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.

Other assistance includes emergency relief, rent assistance and various forms of Centrelink benefits.

Youth Allowance/Austudy/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 Support 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 Support 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) 9919 8517.

Services for AusAid sponsored students are available through Footscray Park Campus, telephone: (03) 9919 4780.

Further information is available at Footscray Park Campus, telephone: (03) 9919 4777, or City Flinders Campus, telephone: (03) 9919 1159.

Further information relevant to International students is available from the International Branch at City Flinders Campus, telephone: +61 3 9919 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;
- Vaccinations (at Footscray Park Campus).

The health advisors can also be contacted through Student Support on (03) 9919 4418.

Medical Centre

A Medical Centre is located at Student Support 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 Support on (03) 9919 4418 or drop in to Student Support.

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) 9919 8886.
First Aid
There are first aiders on all campuses of the University. Lists of first
aiders are on the 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.

Discrimination and Harassment
The University has a network of Equity Advisers available to assist
students who think they may have been discriminated against or
harassed on the grounds specified in Commonwealth and State anti-
discrimination legislation. The list is available from the Equity and
Social Justice Branch on ph (03) 9919 2193, on the internet at
www.vu.edu.au/equity or via email equity@vu.edu.au

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) 9919 4744.

Sport and Recreation Facilities
and Services
A range of sport, recreation and fitness facilities and services are
provided by the University including:
• fitness centres at Footscray Park, St Albans, Sunbury and
Werribee campuses;
• twenty-five metre swimming pool at the Footscray Park campus;
• first-class athletics track and rugby field at the Werribee campus;
• multi-purpose sports halls at Melton, Footscray Park and
Footscray Nicholson campuses;
• tennis courts at Werribee, Footscray Park and St Albans
Campuses.
Sporting equipment is available from the sport and recreation facility on
your campus.
Programs and services include:
• Orientation Festival including Host Day, the 'O Party' and a
range of campus events including free entertainment, food, stalls,
clubs and sport information;
• sporting opportunities including club sport, campus sport, cross
campus and representative competitions;
• major events including parties, club nights and balls;
• trips and tours including learn to surf, skiing trips, Great Ocean
Road tour, Phillip Island tour and a ten-day trip to Central
Australia;
• regular campus entertainment including performers, film
screenings, club events, information days, free food and stalls;
• clubs and societies including social interest, cultural, faculty and
course-based groups;
• student competitions such as the Diary Cover Competition,
National Campus Band Competition and Art Prize.
For further information go to www.vustudents.org or pick up a Sport
and Recreation Handbook.
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 and the Victoria University Postgraduate Association.

City Flinders
Student Union Office (03) 9919 1427

City King
Student Union Office (03) 9919 7831

Footscray Nicholson
Student Union Office (03) 9919 8534

Footscray Park
Union Reception/General Enquiries (03) 9919 4360
Resource Centre (03) 9919 4302

Melton
Resource Centre (03) 9919 7551

Newport
Resource Centre (03) 9919 8474

St Albans
Student Union Office (03) 9919 2706
Resource Centre (03) 9919 2638

Sunbury
Resource Centre (03) 9919 3206

Sunshine
Student Union Office (03) 9919 7126

Werribee
Resource Centre (03) 9919 8206

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 2005

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 2004.

Undergraduate Courses and Programs

Faculty of Business and Law

<table>
<thead>
<tr>
<th>Campus Codes</th>
</tr>
</thead>
<tbody>
<tr>
<td>B=Sunbury</td>
</tr>
<tr>
<td>C=City Flinders</td>
</tr>
<tr>
<td>D=China</td>
</tr>
<tr>
<td>E=Echuca</td>
</tr>
<tr>
<td>F=Footscray Park</td>
</tr>
<tr>
<td>G=Renmin University of China</td>
</tr>
<tr>
<td>H=Hong Kong</td>
</tr>
<tr>
<td>I=Internet</td>
</tr>
<tr>
<td>J=City King</td>
</tr>
<tr>
<td>K=Kuala Lumpur</td>
</tr>
<tr>
<td>M=Melton</td>
</tr>
<tr>
<td>O=Off campus</td>
</tr>
<tr>
<td>P=Singapore</td>
</tr>
<tr>
<td>Q=Queen Street</td>
</tr>
<tr>
<td>S=St Albans</td>
</tr>
<tr>
<td>W=Werribee</td>
</tr>
<tr>
<td>DB=CUFE, China</td>
</tr>
<tr>
<td>D2=Shenyang, People’s Republic of China</td>
</tr>
<tr>
<td>D8=Tianjin, The People’s Republic of China</td>
</tr>
<tr>
<td>DE=Harbin University, China</td>
</tr>
<tr>
<td>23=Kasetsart University, Thailand</td>
</tr>
<tr>
<td>71=Alpha Beta Colleges, Sydney</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Undergraduate Courses and Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus</td>
</tr>
<tr>
<td>Full-time</td>
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<tr>
<td>Part-time</td>
</tr>
</tbody>
</table>

School of Accounting and Finance

Bachelor of Business

– Accounting

– Banking & Finance

– Accounting/Banking & Finance

– Accounting/Hospitality Management

– Accounting/Information Systems

– Banking & Finance/International Trade

Bachelor of Business Combined Degrees

– Fasttrack BBus Accounting/TAFE Accounting

School of Applied Economics

Bachelor of Business

– Financial Risk Management

– Global Logistics & Transport

– International Business

– International Commerce

– International Trade

– Music Industry

– Retail Management

– Applied Economics/International Trade

– Financial Risk Management/Accounting

– Financial Risk Management/Banking & Finance

– Financial Risk Management/Global Logistics & Transport

– Financial Risk Management/International Trade

– Global Logistics & Transport/Accounting

– Global Logistics & Transport/International Trade

– International Trade/Retail Management

– Music Industry/Marketing

– Music Industry/Event Management

– Retail Management/Marketing

Bachelor of Business Honours Degrees

– Bachelor of Business (Honours) Applied Economics

– Bachelor of Business (Honours) International Trade

– Bachelor of Business (Honours) Retail Management

Bachelor of Business Combined Degrees

– BA Asian Studies/B Bus International Trade

279
### School of Hospitality, Tourism and Marketing

#### Bachelor of Business
- Event Management: B, Y, N
- Hospitality Management: F,K1,H1, Y, Y
- Hotel, Restaurant & Catering Management: F, Y, Y
- Marketing: F,B,K1, Y, Y
- Tourism Management: F,K1,H1, Y, Y
- Hospitality/Event Management: F, Y, Y
- Hospitality Management/Human Resource Management: F, Y, Y
- Hospitality/Tourism Management: F,H1, Y, Y
- Marketing/ Applied Economics: F, Y, Y
- Marketing/Electronic Commerce: F, Y, Y
- Marketing/Event Management: B, Y, N
- Marketing/International Tourism: K1, Y, N
- Marketing/International Trade: F,K1, Y, Y
- Marketing/Hospitality Management: F, Y, Y
- Marketing/Tourism Management: F, Y, Y
- Tourism Management/Event Management: F, Y, Y

#### Bachelor of Business Combined Degrees
- BBus Tourism Management/BA Asian Studies: F, Y, Y
- BBus Tourism Management/BA Recreation Management: F, Y, Y
- BBus Marketing/BA Psychology: F, Y, Y
- BA Sports Administration/BBus Event Management: B, Y, Y
- BA Sports Administration/BBus Marketing: B, Y, Y

### School of Information Systems

#### Bachelor of Business
- Computer Systems Management: W,H3
- Electronic Commerce: F,K1,Y, Y
- Information Systems: F,K1,Y, Y
- Electronic Commerce/Music Industry: F, Y, Y
- Electronic Commerce/International Trade: F, Y, Y
- Electronic Commerce/Retail Management/: F, Y, Y

#### Bachelor of Business Honours Degrees
- Bachelor of Business (Honours) Information Systems: C, Y, Y

#### Bachelor of Business Combined Degrees
- B.Bus Electronic Commerce/Bachelor of Science: W, Y, Y
- BA Multimedia/BBus Electronic Commerce: F, Y, Y
- Bachelor of Engineering/BBus Electronic Commerce: F, Y, Y

### School of Law

#### Bachelor of Laws
- Law: F,Q, Y, Y
- Graduate Entry: F,Q, Y, Y
- Legal Practice Management: F, Y, Y

#### Bachelor of Laws/Bachelor of Business
- Bachelor of Laws/BBus Accounting: F, Y, Y
- Bachelor of Laws/BBus Applied Economics: F, Y, Y
- Bachelor of Laws/BBus Banking & Finance: F, Y, Y
- Bachelor of Laws/BBus Electronic Commerce: F, Y, Y
- Bachelor of Laws/BBus Event Management: F, Y, Y
- Bachelor of Laws/BBus Human Resource Management: F, Y, Y
- Bachelor of Laws/BBus International Trade: F, Y, Y
- Bachelor of Law/BBus Management: F, Y, Y
- Bachelor of Laws/BBus Marketing: F, Y, Y
- Bachelor of Laws/BBus Music Industry: F, Y, Y
- Bachelor of Laws/BBus Tourism Management: F, Y, Y

#### Bachelor of Laws Combined Degrees
- Bachelor of Laws/Bachelor of Arts: B, Y, Y
- Bachelor of Laws/Bachelor of Science: B, Y, Y
- Bachelor of Engineering/Bachelor of Laws: F, Y, Y
### School of Management

#### Bachelor of Business
- Management: F,R,D,A,K1
- Human Resource Management: F,R,K1
- Service & Human Resource Management: B
- Strategic & Financial Management: F
- Management/Marketing: B,P1

#### Bachelor of Business Honours Degrees
- Bachelor of Business (Honours) Management: C

#### Bachelor of Business Combined Degrees
- BA Psychology/BBus Human Resource Management: F
- BA Sports Administration/BBus Management: B

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### Faculty of Arts

#### Generalist Degree Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts – Footscray</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts – St Albans</td>
<td>S</td>
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#### Specialist Degree Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Bachelor of Arts (Advocacy &amp; Mediation)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (International Community Development)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Community Development) – Australian Stream (3rd year only)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Arts (Computer Mediated Art)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Criminal Justice Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Human Services)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (International Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Legal Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Multimedia)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Performance &amp; Multimedia)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Professional Writing)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Communication (Public Relations)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Multimedia Systems</td>
<td>K</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Psychology (Arts stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Psychology (Interpersonal &amp; Organisational)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Social Work (Preliminary Year)</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>Bachelor of Social Work</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science(Psychology)</td>
<td>S</td>
<td>Y</td>
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#### Combined Degree Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Bachelor of Arts (Asian Studies)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (International Trade)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Psychology)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Human Resource Management)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts/Bachelor of Science</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts/Diploma of Liberal Arts</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Exercise Science &amp; Human Movement/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Electronic Commerce)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Multimedia)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Marketing)/Bachelor of Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Tourism Management)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Asian Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Engineering/Bachelor of Arts</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Laws/Bachelor of Arts</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science / Bachelor of Psychology</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>
**Honours Programs**

Bachelor of Arts (Honours)  
Bachelor of Arts (Honours) Computer Mediated Art & Multimedia  
Bachelor of Arts (Honours – Psychology)  
Bachelor of Multimedia Systems (Honours)  
Bachelor of Psychology (Honours)  
Bachelor of Science (Honours – Psychology)  

**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**

<table>
<thead>
<tr>
<th>School of Education</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bachelor of Arts</strong></td>
</tr>
<tr>
<td>– Computer Mediated Art</td>
</tr>
<tr>
<td>– Computer Mediated Art &amp; Multimedia (Honours)</td>
</tr>
<tr>
<td>– Early Childhood Education</td>
</tr>
<tr>
<td>– Youth Studies</td>
</tr>
<tr>
<td><strong>Bachelor of Education</strong></td>
</tr>
<tr>
<td>– Pre-Service Program P-12</td>
</tr>
<tr>
<td>– Post-Registration (Year 4)</td>
</tr>
<tr>
<td>Bachelor of Education (Nyerna Studies) Program</td>
</tr>
<tr>
<td>incorporating:</td>
</tr>
<tr>
<td>Bachelor of Arts (Nyerna Studies)</td>
</tr>
<tr>
<td>Diploma of Community Services – Youth Work</td>
</tr>
<tr>
<td>Associate Diploma of Arts – Recreation/Fitness Leadership</td>
</tr>
<tr>
<td>Certificate in Occupational Studies – Social &amp; Community Services</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>School of Health Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bachelor of Health Science</strong></td>
</tr>
<tr>
<td>– Clinical Dermal Therapies</td>
</tr>
<tr>
<td>– Natural Medicine</td>
</tr>
<tr>
<td>– Paramedic (3yr pre-service)</td>
</tr>
<tr>
<td>– Paramedic (1yr conversion)</td>
</tr>
<tr>
<td>– Chinese Medicine</td>
</tr>
<tr>
<td>– Naturopathy &amp; Homeopathy</td>
</tr>
<tr>
<td>Bachelor of Science – Clinical Sciences (Osteopathy)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>School of Human Movement, Recreation and Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bachelor of Exercise Science</strong></td>
</tr>
<tr>
<td>– Human Movement</td>
</tr>
<tr>
<td>– Human Movement/Bachelor of Psychology</td>
</tr>
<tr>
<td>– Human Movement/Bachelor of Arts Sport Administration</td>
</tr>
<tr>
<td>Bachelor of Applied Science – Physical Education (Secondary)</td>
</tr>
<tr>
<td><strong>Bachelor of Arts</strong></td>
</tr>
<tr>
<td>– Performance Studies</td>
</tr>
<tr>
<td>– Performance &amp; Multimedia</td>
</tr>
<tr>
<td>– Recreation Management/Bachelor of Business – Sports Administration</td>
</tr>
<tr>
<td>– Sports Administration/Bachelor of Business – Management</td>
</tr>
<tr>
<td>– Sports Administration/Bachelor of Business – Marketing</td>
</tr>
<tr>
<td>Bachelor of Recreation Management</td>
</tr>
<tr>
<td>Bachelor of Applied Science (Honours) – Human Movement</td>
</tr>
<tr>
<td><strong>School of Nursing and Midwifery</strong></td>
</tr>
<tr>
<td><strong>Non Award Short Courses</strong></td>
</tr>
<tr>
<td>Bridging Course (Division 2)</td>
</tr>
<tr>
<td>Bridging Course (Graduate Entry)</td>
</tr>
</tbody>
</table>
### Award Courses

Bachelor of Nursing
- (Pre-Registration) S Y Y
- (Graduate Entry) S Y Y
- (Division 2 Entry) S Y Y

Bachelor of Health Science
- Nursing (Post-Registration) S Y Y
- Nursing (Honours) S Y Y

Bachelor of Midwifery S Y Y

**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 Student Centre, Footscray Park (03) 9919 4409, St Albans (03) 9919 2299, Melton (03) 9919 7584, Sunbury (03) 9919 3244, City (03) 9919 1120.

### Faculty of Science, Engineering and Technology

#### Faculty Courses

<table>
<thead>
<tr>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
</table>
| Bachelor
- Business/Science | F/S/W | Y | Y |
- Engineering/Business | F | Y | Y |
- Engineering/Science | F/S/W | Y | Y |
- Engineering/Laws | F | Y | Y |
- Engineering/Arts | F/S | Y | Y |
- Science/Laws | F/S/W | Y | Y |
- Science/Arts | F/S | Y | Y |
| Certificate
- Foundation Studies | F/S | Y | Y |

#### School of Architectural, Civil and Mechanical Engineering

| Bachelor of Engineering
- Architectural Engineering | F | Y | Y |
- Building Engineering | F | Y | Y |
- Civil Engineering | F | Y | Y |
- Mechanical Engineering | F | Y | Y |
- Robotic Engineering | F | Y | Y |

| Bachelor of Technology
- Building Surveying | F/S | Y | Y |

#### School of Computer Science and Mathematics

| Bachelor of Science
- Computer Science | F/H/D7 | Y | Y |
- Computer & Mathematical Sciences | F | Y | Y |
- Computer Science & Aviation | F | Y | Y |
- Internet Technologies & Applications | F | Y | Y |
- Information Technology | F | Y | Y |
- Computational Financial Mathematics | F | Y | Y |

| Bachelor of Science (Honours)
- Computer Science | F | Y | Y |
- Computer & Mathematical Sciences | F | Y | Y |

| International Program (Offshore)
| Bachelor of Science in Computer Science | H/D/K | Y | Y |
| External Program
| Bachelor of Science in Computer Science | 71 | Y | Y |

#### School of Electrical Engineering

| Bachelor of Engineering
- Electrical & Electronic Engineering | F | Y | Y |
- Computer Engineering | F | Y | Y |
- Software 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 Y

Bachelor of Science
- Computer Technology F Y Y Y
- Applied Physics & Computing F Y Y Y
- Optoelectronics F Y Y Y

Bachelor of Science (Honours)
- Computer Technology F Y Y Y
- Physics F Y Y Y

School of Molecular Sciences
Bachelor of Applied Science
- Chemistry W N Y

Bachelor of Science
- Biotechnology W Y Y Y
- Medical, Forensic & Analytical Chemistry W Y Y Y
- Nutrition, Food & Health Science W Y Y Y

Bachelor of Science (Honours)
- Biology (Biotechnology) W Y Y Y
- Nutrition & Food Science W Y Y Y
- Chemical & Environmental Sciences W Y Y Y

School of Biomedical Sciences
Bachelor of Science
- Biomedical Sciences S Y Y Y
- Occupational Health & Safety O Y Y Y
- Nutritional Therapy S Y Y Y

Bachelor of Science (Honours)
- Biomedical Sciences S Y Y Y

Double Degree
- Science/Psychology S Y Y Y

Sustainability Group
Bachelor of Science
- Ecology & Sustainability S Y Y Y

Bachelor of Science (Honours)
- Ecology & Sustainability S Y Y Y

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## Postgraduate Courses

### Faculty of Business and Law

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td><strong>Victoria Graduate School of Business</strong></td>
<td></td>
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<tr>
<td>Master of Business Administration</td>
<td>C,P1,K1,31,D1</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Business Administration</td>
<td>C,D1,K1,P1</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td><strong>School of Accounting and Finance</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Certificate in Accounting</td>
<td>C,P1,D2</td>
<td>Y</td>
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</tr>
<tr>
<td>Master of Business in Accounting</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Finance</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Professional Accounting</td>
<td>C,P1,D2</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td><strong>School of Applied Economics</strong></td>
<td></td>
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<tr>
<td>Graduate Certificate in Statistics</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Retail Management</td>
<td>P1</td>
<td></td>
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<tr>
<td>Graduate Diploma in Retail Management</td>
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<tr>
<td>Master of Business in Business Economics</td>
<td>C,DE</td>
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<td>Y</td>
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<tr>
<td>Master of Business in Financial Risk Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business in International Trade</td>
<td>C,23,D6</td>
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<td>Y</td>
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<tr>
<td>Master of Business in International Music &amp; Entertainment Business</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business Global Logistics &amp; Transport</td>
<td>C,H1</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td><strong>School of Hospitality, Tourism and Marketing</strong></td>
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<td></td>
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<tr>
<td>Master of Business in Hospitality Management</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Business in Hospitality Management (Professional Practice)</td>
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<td>Y</td>
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<tr>
<td>Master of Business in Hospitality &amp; Tourism Education</td>
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<td>Y</td>
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<tr>
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<tr>
<td>Master of Business in Marketing</td>
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<td>Y</td>
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<tr>
<td>Master of Business in Sports Tourism</td>
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<tr>
<td>Master of Business in Tourism Management</td>
<td>C</td>
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<td>Y</td>
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<tr>
<td>Master of Business by Research</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td><strong>School of Information Systems</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Certificate in Enterprise Resource Planning Systems</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Business Computing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Enterprise Resource Planning Systems</td>
<td>C,P1</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Enterprise Resource Planning Systems</td>
<td>C,P1,D1</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business E-Commerce/Marketing</td>
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<td>Y</td>
<td>Y</td>
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### School of Management

- **Graduate Diploma in Industrial Relations/HRM**: C Y Y
- **Master of Business in Event Management**: C Y Y
- **Master of Business in Industrial Relations/HRM**: C Y Y
- **Master of Business in Management Practice**: C Y Y
- **Master of Business by Research**: C Y Y
- **Doctor of Philosophy**: C Y Y

### Sir Zelman Cowan Centre

- **Graduate Diploma in Commercial Arbitration**: Q Y Y
- **Graduate Diploma in Notarial Practice**: Q Y Y
- **Graduate Diploma in Superannuation Law & Practice**: Q 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

#### Higher Degrees by Research

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- Clinical Psychology Stream S Y Y
- Clinical Neuropsychology Stream S Y Y

Doctor of Applied Psychology
- Community Psychology Stream F Y Y
- Sport Psychology Stream F Y Y
- Health Psychology Stream 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 Arts courses is still accurate, contact the Faculty of Arts Executive Officer on (03) 9365 2369.

Faculty of Human Development

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COURSES AT VICTORIA UNIVERSITY IN 2005

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<thead>
<tr>
<th>Master of Midwifery</th>
<th>S</th>
<th>n/a</th>
<th>Y</th>
</tr>
</thead>
<tbody>
<tr>
<td>– Graduate Diploma in Midwifery</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Health Science – Mental Health</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Public Health Nursing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Graduate Certificate in Public Health Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– Graduate Diploma in Public Health Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Nursing (by Research)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Doctor of Philosophy</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

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 Student Centre, Footscray Park (03) 9919 4409, St Albans (03) 9919 2299, Melton (03) 99197584, Sunbury (03) 9919 3244, City (03) 9919 1120.

### Faculty of Science, Engineering and Technology

#### Faculty Courses

<table>
<thead>
<tr>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Masters Qualifying Program</td>
<td>F</td>
<td>Y</td>
</tr>
</tbody>
</table>

#### Centre for Environmental Safety and Risk Engineering

| Doctor of Philosophy | W | Y | Y |
| Master of Engineering (Research) | W | Y | Y |
| Master of Engineering (Coursework) |
| – Building Fire Safety & Risk Engineering | W | n/a | Y |
| Graduate Diploma |
| – Building Fire Safety & Risk Engineering | W | n/a | Y |
| Graduate Certificate |
| – Performance-based Building & Fire Codes | W | n/a | Y |

#### Integrated Freight Systems Research Unit

| Doctor of Philosophy | W | Y | Y |
| Master of Engineering (Research) | W | Y | Y |
| Master of Engineering Science (Intermodal) | W | Y | Y |
| Graduate Diploma |
| – Intermodal Freight Systems Management | W | n/a | Y |
| Graduate Certificate |
| – Intermodal Freight Systems Management | W | n/a | Y |
| – Bulk Freight Systems Management | W | n/a | Y |

#### School of Architectural, Civil and Mechanical Engineering

| Doctor of Philosophy | F | Y | Y |
| Master of Engineering (Research) | F | Y | Y |
| Master of Engineering (Coursework) |
| – Project Management | F | Y | Y |
| – Project Management (Block Mode) | F | Y | Y |
| – Mechanical Engineering | F | Y | Y |
| Graduate Diploma |
| – Project Management | F | Y | Y |
| Graduate Certificate |
| – Project Management | F | Y | Y |

#### School of Computer Science and Mathematics

| Doctor of Philosophy | F | Y | Y |
| Master of Science (Research) | F | Y | Y |
| Master of Science (Coursework) |
| – Computer Science | F | Y | Y |
| – Computer & Mathematical Sciences | F | Y | Y |
| – Software Engineering | F | Y | Y |
| Graduate Diploma |
| – Computer Science | F | Y | Y |
| – Computer & Mathematical Sciences | F | Y | Y |
| – Multimedia Information Networking | F | Y | Y |
| – Software Engineering | F | Y | Y |
## School of Electrical Engineering

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>F Y Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
<td>F Y Y</td>
</tr>
<tr>
<td>Master of Science (Research)</td>
<td>F Y Y</td>
</tr>
<tr>
<td>Master of Engineering (Coursework)</td>
<td>F Y Y Y</td>
</tr>
<tr>
<td>- Microelectronic Engineering</td>
<td></td>
</tr>
<tr>
<td>- Electrical &amp; Electronic Engineering</td>
<td></td>
</tr>
<tr>
<td>- System &amp; Control Engineering</td>
<td></td>
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<tr>
<td>- Telecommunication Engineering</td>
<td></td>
</tr>
<tr>
<td>Master of Engineering Science (Coursework)</td>
<td>F Y Y</td>
</tr>
<tr>
<td>- Computer &amp; Microelectronic Engineering</td>
<td></td>
</tr>
<tr>
<td>Graduate Diploma</td>
<td>F Y Y Y</td>
</tr>
<tr>
<td>- Microelectronic Engineering</td>
<td></td>
</tr>
<tr>
<td>- System &amp; Control Engineering</td>
<td></td>
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<tr>
<td>- Telecommunication Engineering</td>
<td></td>
</tr>
<tr>
<td>Graduate Certificate</td>
<td>F Y Y Y</td>
</tr>
<tr>
<td>- Microelectronic Engineering</td>
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<tr>
<td>- System &amp; Control Engineering</td>
<td></td>
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<tr>
<td>- Telecommunication Engineering</td>
<td></td>
</tr>
<tr>
<td>Double Degree (Coursework)</td>
<td>F Y Y Y</td>
</tr>
<tr>
<td>Master of Engineering in Microelectronic Engineering / Master of Engineering Science in Computer &amp; Microelectronic Engineering</td>
<td>F Y Y Y</td>
</tr>
</tbody>
</table>

## School of Biomedical Sciences

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Duration</th>
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</thead>
<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>S Y Y</td>
</tr>
<tr>
<td>Master of Science (Research)</td>
<td>S Y Y</td>
</tr>
</tbody>
</table>

## School of Molecular Sciences

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Duration</th>
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</thead>
<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>W Y Y</td>
</tr>
<tr>
<td>Master of Science (Research)</td>
<td>W Y Y</td>
</tr>
<tr>
<td>Master of Science (Coursework)</td>
<td>W Y Y</td>
</tr>
<tr>
<td>- Food Science &amp; Technology</td>
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<tr>
<td>- Biotechnology</td>
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## Sustainability Group

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Master of Science (Coursework)</td>
<td></td>
</tr>
<tr>
<td>- Environmental Management</td>
<td>S Y Y</td>
</tr>
<tr>
<td>Graduate Diploma</td>
<td>S Y Y</td>
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<tr>
<td>- Environmental Management</td>
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</tbody>
</table>

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### TAFE Courses at Victoria University in 2005

#### Strategic Development

**Centre for Curriculum, Innovation and Development**

- Course in ICT Skills for Teachers 21335VIC
- 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 Business, Hospitality and Personal Services

**Administrative and Legal Studies Department**

- Certificate III in Business (Legal Administration) BSA30200
- Certificate IV in Business (Legal Administration) BSA40200
- Advanced Diploma of Business (Legal Practice) 21434VIC
- Advanced Diploma of Business (Legal Practice) 20055VIC
- Advanced Diploma of Financial Services (Conveyancing) FNB60301
- Diploma of Financial Services (Conveyancing) FNB50601
- 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

**Financial Services Department**

- Advanced Diploma of Accounting FNB60202
- Diploma of Accounting FNB50202
- Diploma of Business (Banking and Finance) 90025NSW
- Course in Stock Market Investment 21081VIC
- Certificate IV in Stock Market Investment, Broking and Risk 21400VIC
- Course in Real Estate for Agents' Representatives 2004AAA
- The Certificate IV in Business (Estate Agency Practice) 2404ADA
- Certificate IV in Assessment and Workplace Training BSZ40198

**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 IV in Hospitality (Supervision) THH42602
- Diploma of Hospitality Management THH51202
- Advanced Diploma of Hospitality Management THH60202
- Certificate III in Meetings and Events THT30102
- Certificate III in Tourism (International Retail Travel Sales) THT30302
- Certificate III in Tourism (Guiding) THT30902
- Certificate II in Tourism (Operations) THT31002
- Certificate III in Tourism (Retail Travel Sales) THT30202
- Certificate IV in Tourism (Sales and Marketing) THT40102
- Diploma of Event Management THT50202
- Certificate IV in Tourism (Operations) THT40202
- Diploma of Tourism (Operations Management) THT50302
- Advanced Diploma of Tourism Management THT60102

**Management and Marketing Department**

- Certificate III in Business (Frontline Management) BSB30501
- Certificate IV in Business (Frontline Management) BSB41001
- Diploma of Business (Frontline Management) BSB51001
- Certificate IV in Business (Frontline Management) BSB41004
- Diploma of Business (Frontline Management) BSB51004
- 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
- Graduate Certificate in Management 21365VIC
- Diploma of Business Management BSB50401
- Advanced Diploma of Business Management BSB60201
- Advanced Diploma of Business (Operations Management) 20055VIC
- Diploma of Business (Operations Management) 20053VIC
- Certificate IV in Business (Operations Management) 20051VIC
- Certificate IV in Business (Advertising) BSB40601
- Diploma of Business (Advertising) BSB50601
- Advanced Diploma of Business (Advertising) BSB60501
| Certificate III in Business (Sales) | BSB30301 |
| Certificate IV in Business (Marketing) | BSB40701 |
| Diploma of Business (Marketing) | BSB30701 |
| 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) 20051VIC | |
| 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 | |
| Graduate Certificate in Management Development (Education and Training) 2804ABB | |

**Personal Services Department**

| Certificate II in Modelling 21450VIC | |
| Certificate II in Nail Technology WRB20199 | |
| Certificate III in Beauty WRB30199 | |
| Certificate IV in Beauty Therapy WRB50199 | |
| Diploma of Beauty Therapy WRB50199 | |
| Diploma of Entertainment (Make-Up) CUE30798 | |
| Certificate IV in Entertainment Make-Up CUE40898 | |
| Diploma of Remedial Massage HLT50302 | |
| Advanced Diploma of Naturopathy HLT60502 | |
| Certificate II in Hairdressing WRH20100 [Pre-Apprenticeship] | |
| Certificate III in Hairdressing WRH30100 | |
| Certificate IV in Hairdressing WRH40100 | |
| Diploma of Hairdressing Salon Management WRH50100 | |

**Western Business Enterprise Centre**

| Certificate III in Security (Guarding) PRS30198 | |
| Certificate III in Small Business (Operations/Innovation) 21530VIC | |
| Certificate IV in Business (Small Business Management) BSB40401 | |
| Diploma of Business Facilitation 21542VIC | |
| Certificate II in Funeral Services (Funeral Operations) WFS20202 | |
| Certificate II in Funeral Services (Funeral Operations) WFS30202 | |
| Certificate IV in Funeral Services WFS40202 | |
| Certificate II in Wholesale Operations WWR20101 | |
| Certificate III in Wholesale Operations WWR30101 | |
| Certificate IV in Wholesale Management WWR40101 | |
| Diploma of Wholesale Management WWR50101 | |
| Diploma of Retail Management WRR50102 | |
| Certificate IV in Retail Management WRR40102 | |
| Certificate III in Retail Supervision WRR30102 | |
| Certificate III in Retail Operations WRR30202 | |
| Certificate II in Retail Operations WRR20102 | |
| Certificate II in Retail Cosmetics Assistant WRR20399 | |

**School of Engineering, Construction and Industrial Skills**

**Automotive Technology Unit**

| Certificate II in Automotive Technology 21110VIC | |
| Certificate I in Automotive AUR10199 | |
| Certificate II in Automotive (Mechanical – Tyre Fitting and Repair Light) AUR21599 | |
| Certificate II in Automotive (Mechanical – Vehicle Servicing) AUR21799 | |
| Certificate III in Automotive (Vehicle Body – Panel Beating) AUR31699, | |
| Certificate III in Automotive (Vehicle Body – Vehicle Painting) AUR31899 | |
| Certificate III in Automotive (Mechanical) AUR31099 | |
| Certificate IV in Automotive AUR40199 | |

**Building and Construction Department**

| Certificate I in Boatbuilding 15562VIC [Pre-Apprenticeship] | |
| Certificate II in Boatbuilding 15563VIC [Traineeship] | |
| Certificate III in Boatbuilding 15564VIC [Apprenticeship] | |
| Certificate II in Engineering – Production [Boatbuilding Pre-Apprenticeship] MEM20198 | |
| Certificate II in Marine Craft Construction MEM30603 | |
| Certificate II in Engineering – Production Technology [Traineeship] | |
| Certificate III in Off-Site Construction (Joinery-Timber/Aluminium/Glass) BGF30200 | |
| Certificate II in Joinery/Shopfitting/Starbuilding – Pre-Apprenticeship 21533VIC | |
| Certificate II in Building and Construction 21393VIC [Bricklaying – Pre-Apprenticeship] | |
| Certificate III in General Construction (Bricklaying/Blocklaying) BCG30698 [Apprenticeship] | |
| Certificate II in Building and Construction 21393VIC [Carpentry – Pre-Apprenticeship] | |
| Certificate II in Carpentry and Joinery (Joinery/Starbuilding/shopfitting) 20083VIC | |
| Certificate III in General Construction (Carpentry – Framework/Formwork/Finishing) BCG30798 [Apprenticeship] | |
| Certificate II in Furniture Making LMF20102 | |
| Certificate III in Furniture Making LMF30302 | |
| Certificate III in Furniture Making (Cabinet Making) LMF30402 | |
| Certificate III in Furniture Making (Wood Machining) LMF30502 | |
| Certificate IV in Applied Design (Furniture) 21528VIC | |
| Diploma of Building SA3475 | |
| Certificate IV in Building SA3477 | |
| Diploma of Building Design and Technology 403568A | |
Certificate IV in Residential Drafting 40357SA
Diploma of the Built Environment SA3472
Advanced Diploma of Building Surveying BCG60103
Diploma of Building Surveying BCG50103
Diploma of Building Surveying SA3473
Diploma of Building Design and Drafting SA3474
Advanced Diploma of Building Design and Project Administration 40355SA

Building Services and Special Trades Department
Certificate II in Building and Construction 21393VIC [Painting & Decorating Pre-Apprenticeship]
Certificate III in General Construction (Painting & Decorating) BCG30498
Certificate II in Building & Construction (Plumbing) 2102ABC
Certificate III in Plumbing and Gasfitting 20085VIC
Certificate II in Sign Industry 21398VIC
Certificate III in Off-Site Construction (Sign Writing/Computer Operations) BCF30700
Certificate IV in Sign Technology 21399VIC
Certificate I in Electrotechnology [Engineering][Pre-Apprenticeship] UTE10102
Certificate III in Electrotechnology Systems Electrician UTE31199
Certificate IV in Electrical 2406ANC [Motor Control]

Computer Systems and Electronics Department
Certificate II in Electrotechnology Servicing UTE20504 [Computer Servicing]
Certificate II in Electrotechnology Servicing UTE20504 [Security Systems]
Certificate III in Electrotechnology Communications UTE30402
Certificate III in Electrotechnology Communications Entertainment and Servicing UTE30702
Certificate III in Electrotechnology Computer Systems UTE30699
Advanced Diploma of Computer Systems Engineering UTE60199
Advanced Diploma of Electronic Engineering UTE60399

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 II in Engineering MEM10198 [Fabrication]
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) MEM30398
Certificate III in Engineering (Technician) MEM30598
Certificate IV in Engineering Technology 20018VIC
Advanced Diploma of Engineering Technology 20020VIC
Diploma of Engineering Technology 20019VIC [Streams in Mechanical, Manufacturing & Mechatronics]
Advanced Diploma of Engineering Technology (Principal Technical Officer) 14309VIC [Streams in Mechanical, Manufacturing & Mechatronics]
Certificate II in Automotive Manufacturing AUM20100
Certificate I in Engineering MEM10198F
Certificate II in Engineering-Production MEM20198F
Certificate II in Engineering—Production Technology MEM20298F
Certificate III in Engineering – Production Systems MEM30198F
Certificate III in Engineering—Fabrication Trade MEM30398 [Light & Heavy]
Certificate IV in Engineering Technology 20018VICF
Certificate IV in Engineering MEM40103
Diploma of Engineering Technology 20019VICF [Fabrication]
Advanced Diploma of Engineering Technology 20020VICF [Fabrication/Supervision, Inspection]

Industrial Skills Training Centre
Certificate III in Civil Construction (Plant) BCC30198
Certificate III in General Construction BCG31398
Certificate III in Civil Construction (Bridge/ Marine Construction) BCG30498
Certificate III in Civil Construction (Road Construction and Maintenance) BCG30298
Certificate II in Transport and Distribution (Warehousing and Storage) TDT20102
Certificate III in Transport and Distribution (Warehousing and Storage) TDT30102
Certificate IV in Transport and Distribution (Warehousing and Storage) TDT40102
Certificate II in Transport and Distribution (Road Transport) TDT20202
Certificate III in Transport and Distribution (Road Transport) TDT30202
Certificate IV in Transport and Distribution (Road Transport) TDT40202
Diploma of Logistics Management TDT51002
Certificate III in Transport and Distribution (Mobile Cranes Operations) TDT30902
Certificate III Motor Vehicle Driver Trainer (Car) 21370VIC
Certificate III in Motor Vehicle Driver Trainer (Heavy Vehicles) 21381VIC
Certificate II in Transport and Distribution (Rail Operations) TDT20402
Certificate III in Transport and Distribution (Rail Operations) TDT30402
Certificate IV in Transport and Distribution (Rail Operations) TDT40202
Certificate II in Transport and Distribution (Stevedoring) TDT20302
Certificate III in Transport and Distribution (Stevedoring) TDT30302
Certificate IV in Transport and Distribution (Stevedoring) TDT40302
Certificate II in Transport and Distribution (Administration) TDT21102
Certificate III in Transport and Distribution (Administration) TDT31102
Certificate IV in Transport and Distribution (Administration) TDT41102
Course in Rigging—Basic
Course in Rigging—Intermediate
Course in Rigging—Advanced
Course in Scaffolding—Basic
Course in Scaffolding – Limited Height
Course in Scaffolding – Intermediate
Course in Scaffolding – Advanced
Course in Dogging
Course in Safe Lifting (load slinging)
Course in Elevating Work Platform
Course in Mobil Cranes (Slewing & Non Slewing); Vehicle Loading
Course in Overhead Travelling Crane
Course in Earthmoving – Earthmoving Equipment Operator; Front-End Loader; Front-End Loader/Backhoe; Excavator, Skid Steer Loader
Course in Basic Grading
Course in Trench Shoring and Safety
Courses in Forklift Operating
Course in Order Picker
Course in Light Rigid Truck
Course in Medium Rigid Truck
Course in Heavy Rigid Truck
Course in Heavy Combination Truck
Course in B Double Truck (Multi-Combination)
Dangerous Goods Licence Training
School Driver Education Program
Defensive Driving (Car and Truck)
Driver Instruction Training

School of Further Education, Arts 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
Victorian Certificate of Applied Learning (Foundation) 21352VIC
Victorian Certificate of Applied Learning (Intermediate) 21353VIC
Victorian Certificate of Applied Learning (Themed) 21353VICA
Certificate I in Media CUF10101
Certificate I in Vocational Studies (Hospitality) 21261VIC
Certificate I in Vocational Studies (Media) 21263VIC
Diploma of Further Education 21015VIC
Certificate IV in Further Education 21014VIC
Certificate I in Work Education 21108VIC
Certificate II in Workplace Practices 30064QLD
Certificate I in Transition Education 15494VIC
Course in Concurrent Study 21204VIC

Arts, VCE and Preparatory Programs
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
Course in Women’s Access 14795VIC
Course in Gateway to Nursing and the Health Sciences 21379VIC
Course in Preparation for Tertiary Studies (Arts) 21380VIC
Certificate I in ESL Access 21497VIC
Certificate II in ESL Access 21498VIC
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 Applied Learning (Foundation) 21352VIC
Victorian Certificate of Applied Learning (Intermediate) 21353VIC
Victorian Certificate of Applied Learning (Themed) 21353VICA
Victorian Certificate of Education 2200LZV

Language Studies Department
Certificate III in ELS (Further Study) 21501VIC
Certificate IV in ELS (Further Study) 21502VIC
Certificate IV in ELS (Further Study) 21503VIC [English for Health Service Professionals]
Certificate III in ELS (Employment) 21503VIC [Aged Care Work]
Certificate III in ELS (Employment) 21503VIC [Children’s Services]
Certificate IV in ELS (Employment) 21504VIC
Certificate I in ELS (Access) 21497VIC
Certificate II in ELS (Access) 21498VIC
Certificate III in ELS (Access) 21499VIC
Certificate IV in ELS (Access) 21500VIC
Course in Concurrent Study 21204VIC
Course in Preliminary Spoken and Written English 90995NSW
Certificate I in Spoken and Written English 90996NSW
Certificate II in Spoken and Written English 90997NSW
Certificate III in Spoken and Written English 90998NSW

Library and Cultural Studies Unit
Diploma of Library and Information Services CUL50199
Certificate III in Library and Information Services CUL30199
Music Department
Certificate IV in Music CUS40101
Certificate IV in Music Industry (Technical Production) CUS40201
Certificate IV in Music Industry (Business) CUS40301
Diploma of Music CUS50101
Diploma of Music Industry (Technical Production) CUS50201
Diploma of Music Industry (Business) CUS50301

Visual Arts, Design and Multimedia Department
Advanced Diploma of Arts (Graphic Design) 12862VIC
Diploma of Arts (Graphic Arts) 12861VIC
Certificate IV in Arts (Applied Design) 15727VIC
Diploma of Arts (Visual Art) 12857VIC
Advanced Diploma of Multimedia CUF60501 [Streams in Interactive Media and Games Development]
Diploma of Multimedia CUF50701
Certificate IV in Multimedia CUF40801
Certificate III in Multimedia CUF30601
Certificate II in Multimedia CUF20601

School of Human Services, Science and Technology
Child Studies Department
Certificate III in Children's Services CHC30402
Certificate IV in Out of School Hours Care CHC40402
Diploma of Out of School Hours Care CHC50202
Diploma of Childrens Services
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) CHC40399
Certificate III in Community Services (Children's Services) CHC30399

Health Services Department
Certificate IV in Health (Nursing) 21358VIC
Course in Medication Administration for Division 2 Registered Nurses in Victoria 21506VIC
Course in Cardiopulmonary Resuscitation 20003VIC
Course in Emergency First Aid 20004VIC
Course in Basic First Aid 20005VIC
Course in Paediatric Aid 20006VIC
Diploma of Paramedical Science (Ambulance) HLT50402
Certificate IV in Basic Emergency Care HLT41002
Certificate III in Non-Emergency Patient Transport

Information Technology Department
Certificate I in Information Technology ICA10101
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 21488VIC
Certificate IV in Information Technology (Network Management) ICA40399
Certificate IV in Information Technology (Client Support) ICA40199
Certificate IV in Information Technology (Database Administration) ICA40299
Certificate IV in Information Technology (Programming) ICA40599
Certificate IV in Information Technology (Technical Support) ICA40999
Diploma of Information Technology (Computer Science) 21378VIC
Diploma of Information Technology (Software Development) ICA50299
Diploma of Information Technology 21489VIC
Dual Diploma – Diploma of Information Technology (Website Development) ICA50601 and Diploma of Information Technology (Interworking) ICA50701

Science and Biotechnology Department
Certificate III in Science 21238VIC
Certificate IV in Science 21239VIC
Certificate III in Animal Technology 21440VIC
Certificate IV in Animal Technology 2411ARC
Diploma of Applied Science (Animal Technology) QLD3522
Certificate II in Animal Studies RUV20198
Certificate III in Animal Technology RUV30104
Certificate III in Captive Animals RUV30204
Certificate III in Companion Animal Services RUV30304
Certificate IV in Veterinary Nursing RUV40404
Diploma of Animal Technology RUV50104
Certificate II in Animal Studies RUV20198
Certificate III in Animal Studies RUV30198
Certificate IV in Veterinary Nursing RUV40198
Certificate I in Conservation and Land Management RTD10102
Certificate II in Conservation and Land Management RTD20102
Certificate III in Conservation and Land Management RTD30102
Certificate IV in Conservation and Land Management RTD40102
Diploma of Conservation and Land Management RTD50102
Advanced Diploma of Conservation and Land Management RTD60102
Certificate IV in Laboratory Techniques PML40199
Diploma of Laboratory Technology PML50199
Diploma of Laboratory Technology (Process Manufacturing Testing) PML50199

295
TAFE COURSES AT VICTORIA UNIVERSITY IN 2005

Diploma of Laboratory Technology (Pathology Testing) PML50199
Diploma of Laboratory Technology (Biological and Environmental Testing) PML50199
Diploma of Laboratory Technology (Food Testing) PML50199
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 (Quality Assurance) MTM40300
Diploma of Meat Processing MTM50100
Advanced Diploma of Meat Processing MTM60100
Certificate I in Food Processing FDF10103
Certificate II in Food Processing FDF20103
Certificate III in Food Processing FDF30103
Certificate IV in Food Processing FDF40103
Diploma of Food Processing FDF50103
Certificate III in Food Processing FDF30198
Certificate IV in Food Technology 11993VIC
Diploma of Food Technology 2506AKC
Certificate III in Health Service Assistance (Hospital/Community Health Pharmacy Assistance) HLT31402
Courses in Lubrication 21010VIC
Certificate IV in Assessment and Workplace Training BSZ40198

Social and Community Studies Department
Certificate III in Community Services Work CHC30202
Certificate III in Home and Community Care CHC30202
Certificate III in Disability Work CHC30302
Certificate IV in Disability Work CHC40302
Advanced Diploma of Disability Work CHC40302
Certificate III in Community Services Work CHC30802
Certificate III in Aged Care Work CHC30102
Certificate IV in Aged Care Work CHC40102
Certificate IV in Community Services (Lifestyle and Leisure) CHC41602
Certificate IV in Service Co-ordination (Ageing and Disability) CHC40202
Certificate IV in Marriage Celebrancy CHC41502
Certificate III in Community Services (Aged Care Work) CHC30199
Diploma of Community Development CHC51402
Diploma of Community Welfare Work CHC50702
Diploma of Alcohol and Other Drugs CHC51102
Certificate IV in Youth Work CHC40602
Diploma of Youth Work CHC50502
Advanced Diploma of Justice 21214VIC
Diploma of Justice 21213VIC
Certificate IV in Justice 21212VIC

Sport, Recreation and Performance 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 III in Sport (Career Oriented Participation) SRS30299
Certificate II in Sport and Recreation SRO20199
Certificate III in Sport and Recreation SRO30199
Certificate II in Sport and Recreation SRO20103
Certificate III in Sport and Recreation SRO30103
Certificate IV in Sport and Recreation SRO40103
Diploma of Sport and Recreation SRO50103
Certificate II in Community 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 SRO40199
Diploma of Sport and Recreation SRO50199
Certificate IV in Sports (Development) SRS40399
Diploma of Sport (Development) SRS50399
Certificate IV in Sports (Development) SRS40503
Diploma of Sports (Development) SRS55053
Graduate Certificate in Career Counselling for Elite Performers (Dance, Music, Sport) 21237VIC