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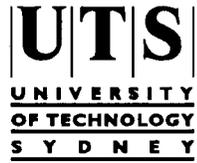
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UTS
UNIVERSITY
OF TECHNOLOGY
SYDNEY

93 HANDBOOK

FACULTY OF BUSINESS





Faculty of Business

HANDBOOK

1993



MESSAGE FROM THE DEAN

It is with pleasure that I welcome you to the Faculty of Business.

Offering an extensive range of programs at both graduate and undergraduate level, the Faculty of Business is now one of the largest faculties in Australia with an enrolment in excess of 5,000 students. This is approximately 25% of the entire UTS student population.

The Faculty of Business had its beginnings 25 years ago when business studies were first offered in 1967. Since then, the faculty has developed a reputation for its high quality educational programs, known not only for their academic rigour but for their direct relevance to the business and public community.

By maintaining strong links with business, industry and government, the Faculty of Business has been able to develop courses that are highly regarded in the marketplace because of their balance between theory and practical application.

By keeping abreast of business and industry requirements, the faculty is able to anticipate the needs of its various clients. 1992 saw the introduction of postgraduate courses in Transport Management and of the Bachelor of Manufacturing Management program. In 1993, both a Graduate Diploma and a Graduate Certificate course will be introduced in Sports Management.

There are approximately 120 full-time academic staff in the faculty who are committed to academic excellence in the practical and theoretical professional training they provide, always keeping up-to-date with changes and new ideas in their fields. Part-time lecturers with a diversity of relevant experience also enrich the teaching. This extensive teaching faculty ensures that all subjects are taught by specialists.

On behalf of the staff of the Faculty of Business, I wish you every success with your studies and trust that your time here will be a rewarding experience.

Professor Serge Mukhi
Dean

UNIVERSITY MISSION STATEMENT

UTS provides higher education aimed at enhancing professional practice, advancing the technologies and generally contributing to the creation, application and extension of knowledge for the benefit of society. The University is concerned to improve educational provision for students from a diversity of backgrounds by valuing exemplary teaching and developing flexible study patterns. It is committed to close interaction with the professions, business, government, science and the human services in promoting scholarship, research, continuing education, consultancy and technology transfer.

Objectives

1. To ensure high standards in teaching and professional experience in all academic programs.
2. To achieve an increased level of research funding and postgraduate research students, and increased research experience of staff.
3. To develop library resources of the highest standard and appropriate to faculty and student needs.
4. To improve links with industry, the professions, and the community through the provision of consultancy and continuing education programs.
5. To develop international linkages in the application of knowledge and learning.
6. To gain and retain an equitable level of funding.
7. To increase the level of entrepreneurial activity.
8. To improve the physical, social and educational environment of students and staff.
9. To provide an efficient, effective and responsible internal management.

FACULTY MISSION STATEMENT

The Mission of the Faculty of Business is to provide higher education aimed at enhancing professional practice in management-related occupations in business, industry, government and the community, and to create, apply and extend knowledge for the benefit of the community and the welfare of society.

In accordance with the University's charter the faculty offers courses under different patterns of study to students from a diversity of backgrounds, interacting closely with the professions, business, government and community organisations and provides innovative, relevant and high quality programs of teaching, scholarship, research, consulting and continuing education and by doing so anticipates and meets the needs of its various clients and stakeholders.

PREFACE

This faculty handbook is intended as a reference for students currently enrolled at the University of Technology, Sydney. In addition to basic general information about the university, it contains detailed information about courses offered by the faculty. The information is correct as at October 1992. Please note that the titles of courses offered by the university have recently been revised. A full list of the university's courses, showing the name, the abbreviation and the title as indicated on the testamur, is provided in the 1993 Calendar.

More detailed information of a general nature is contained in the UAC Information Guide and in the Undergraduate and Postgraduate Studies Guides, available from the UTS Student Information Service. The faculty provides additional information about its courses, methods of assessment, book lists and other information which was not available at time of publication. Students should also make sure to read the student rules and the By-law relating to students, which contain essential information about matters such as minimum rate of progress, variation to approved programs of study, leave of absence, examinations and so on. The rules and By-law are included in the University Calendar, a companion volume to this handbook. Copies are held in the library and in the faculty offices, and are available for sale in the Co-op Bookshop.

It is university policy to provide equal opportunity for all, regardless of sex, race, marital status, physical ability, sexual preference, age, political conviction or religious belief. The university has also adopted an ethnic affairs policy to ensure that all aspects of university life are sensitive to the multicultural nature of Australian society and to cultural diversity within the university.

Freedom of information (FOI) legislation gives people the legal right to obtain access to information held by State Government agencies (universities are regarded as government agencies for this purpose), to request amendments to personal records which are inaccurate, and to appeal against any decision not to grant access or amend personal records. The university will make every attempt to meet all reasonable FOI requests.

The names and telephone numbers of people to contact for further information are given throughout this handbook. If in doubt – ask!

We wish you well in your program of study this year.

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GENERAL INFORMATION

ACADEMIC OFFICE

The Academic Office is responsible for administering the rules which relate specifically to the student body at UTS. The branches within the Academic Office are:

- UTS Student Information Service
- Course promotions
- Undergraduate admissions (includes external award and extension study)
- Postgraduate studies and scholarships
- Enrolments and Undergraduate studies (includes examinations, graduation, HECS and student records)
- Student systems
- Facilities Hire
- Kuring-gai Student Administration Centre

The rules may be found in the University Calendar and cover all areas of undergraduate, postgraduate and non-award (external and extension) study. Details include admission, registration and enrolment, fees and charges, identification, conduct, attendance and study requirements, postgraduate supervision, examinations, progression, appeals, exclusion, leave of absence, internal course transfer, readmission, graduation and awards.

INFORMATION

The UTS Student Information Service provides information and assistance regarding all administrative matters. It is the principal point of contact between students, the public and the central administration. The UTS Student Information Service is located in the foyer area of the Tower Building at 15-73 Broadway and in the foyer area at the Kuring-gai campus in Eton Road, Lindfield. The postal address for enquiries is: UTS Student Information Service, University of Technology, Sydney, PO Box 123, Broadway 2007. Telephone enquiries should be directed to (02) 330 1222 or (02) 330 5555.

Further details regarding academic and administrative matters may be obtained from the branches listed above or from the following:

UTS Undergraduate Studies Guide
UAC Information Guide
UTS Postgraduate Studies booklet
UTS Postgraduate Scholarships Guide
UTS Calendar and Faculty handbooks.

APPLICATION

Applications for most undergraduate and postgraduate courses may be obtained from the UTS Student Information Service during the main application period, August, September, and October, for admission in the following year. Closing dates and application requirements vary for UTS courses, and applicants are encouraged to make early enquiries.

In general, most undergraduate applications through the Universities Admissions Centre (UAC) close on the last working day of September. Applications for some UAC courses are accepted during October, but require payment of a late fee. Certain undergraduate courses accept applications direct to the university. Applications for these courses and most postgraduate courses close on the last working day of October.

A smaller mid-year application period occurs for some courses during April and May, with applications closing on the last working day of May.

International fee paying applicants must apply through the International Programs Office. Specific information can be found in the following pages.

Formerly enrolled UTS students seeking readmission should lodge a new application during the application period. Currently enrolled UTS students who wish to transfer to another UTS course must complete an internal transfer application, available from the UTS Student Information Service.

Full details on application requirements and closing dates for all undergraduate and postgraduate courses are available from the UTS Student Information Service.

ADMISSION

To be eligible for admission to a course at UTS, all applicants must satisfy the rules relating to undergraduate and postgraduate admission (see the Calendar), and be selected in competition with other eligible applicants for that course.

Applicants must have an adequate background in English. A minimum level such as 2-unit General English in the HSC is recommended. If the majority of an applicant's education was undertaken in a language other than English, completion of an English Test may be required.

UTS accepts the results of two tests: the Combined Universities Language Test (CULT), conducted by the Institute of Languages at the University of New South Wales, in which a minimum pass of 65% is required; and the International English Language Testing System (IELTS), conducted through the UTS International Programs Office. A minimum score of 6.5 overall, with at least 6.0 in writing, is required.

No application for admission will be considered until proficiency in English, where requested, has been demonstrated.

Admission is based on the quota of places available in each course, and the number and quality of eligible applicants applying for each course. Selection is determined through the order of merit of each applicant in competition with other eligible applicants.

Special admission schemes are available for Aboriginal and Torres Strait Islander applicants (SCATS) and those applicants with high academic potential whose education has been disadvantaged by circumstances beyond their control (inpUTS). Information concerning these schemes is given below.

Further details regarding all aspects of admission may be obtained from the UTS Student Information Service.

ENROLMENT

New students receive offers of enrolment by mail. Each successful applicant must enrol as indicated in the information enclosed with the offer or that offer will lapse. Other information enclosed covers dates for enrolment, student service fees and course fees, the Higher Education Contribution Scheme (HECS), admission with advanced standing or with subject exemption, and information on deferment.

Continuing students are required to re-enrol annually. Information regarding re-enrolment is sent with each continuing student's Spring semester results, usually by late December. Information is also forwarded to students regarding their student service fees and course fees or HECS charges.

The main enrolment period each year is from mid January to late February. A smaller enrolment period in July follows any mid-year offers.

Those who cannot enrol on the specified enrolment dates may be permitted to enrol at a later date subject to payment of a late enrolment fee. These students must contact the UTS Enrolments Office to explain their situation and gain permission for a late enrolment.

The location of enrolment may vary, but the main sites are at the City (Broadway) campus and the Kuring-gai campus.

Student Service Fees

Compulsory annual fees and charges are payable to the University Union and Students' Association. The 1992 fees were \$252 for new students and \$232 for re-enrolling students. In 1992 this amount included a Student Accommodation Levy of \$35, which has

increased to \$42 for 1993 and is expected to increase to \$50 for 1994. All fees and charges may vary from year to year.

Higher Education Contribution Scheme (HECS) Charges

HECS was introduced in 1989 by the Commonwealth Government to collect a contribution from certain categories of higher education students towards the cost of their education.

As a part of enrolment, all students who are liable to pay the HECS charge are required to nominate their status as either an "upfront" or "deferred" payer. If nominating "upfront" payment, students are then notified by the university of the amount owing and the date by which payment is required. If a "deferred" payer, students are advised of the amount owing to the Australian Taxation Office. All amounts are determined according to the subject load which HECS eligible students are undertaking for the coming semester. Students who nominate the "upfront" option but do not make payment by the due date will have their enrolment terminated.

Course Fees

Certain categories of students are not required to pay the above HECS charges. These students, unless enrolled under an approved scholarship or HECS exempt program, will be required to pay course fees. Course fee information is available during each application period.

Admission with Advanced Standing or with Subject Exemption

Applicants who receive an offer of enrolment to UTS and have previously completed appropriate subjects of courses at recognised tertiary education institutions or Australian technical colleges may apply for subject exemptions in their offered UTS course.

An exemption application form with instructions is forwarded to all new students with their offer letter. Admission with advanced standing or with subject exemption may be approved by a faculty subject to rules 2.29.1 to 2.29.5.

Deferment

All new undergraduate students will receive a deferment application form with their offer letter. With the exception of three courses (Bachelor of Accounting, Bachelor of Information Technology and Bachelor of Manufacturing Management) offers of admission to all other undergraduate courses can be deferred on request. Deferred enrolment will be

approved for up to one year; however, a deferred place will lapse if the student enrolls in an undergraduate or postgraduate degree, diploma or associate diploma course during the period of approved deferment.

All students must re-apply as directed upon completion of their approved deferment period.

Deferment of enrolment in postgraduate courses at UTS is not permitted.

Full details regarding student fees, HECS charges, course fees, admission with advanced standing or with subject exemption, and deferment may be obtained from the UTS Student Information Service.

ACADEMIC ATTENDANCE AND PROGRESSION

Course and Subject Variation

Students wishing to add or delete subjects must apply on the appropriate form as obtained from Faculty or School offices or the UTS Student Information Service. Specific dates apply (see *Principal Dates* below) and students are reminded that HECS or postgraduate course fees still apply after the HECS Census dates of 31 March and 31 August.

Academic transcripts will indicate a fail against subjects where students have not withdrawn by the due date.

Examinations and Results

Formal examinations are held at the end of each semester. Preliminary timetables for examinations will be displayed on noticeboards near Faculty and School offices and in the foyer areas of the Tower Building at Broadway and Kuring-gai campus. Such timetables are on display for two weeks from calendar week 19 for the Autumn semester and calendar week 40 for the Spring semester.

Students who identify concerns with these preliminary timetables must write to the Academic Registrar immediately. Final timetables showing dates, times and location will be displayed in the areas indicated above for two weeks prior to the commencement of the examination period.

Students will be notified by mail of their semester results in mid July and late December each year. Results will also be displayed on noticeboards in the areas indicated above.

Formal enquiries or concerns regarding results must be expressed in writing to the Academic Registrar. Initial enquiries may be made in person at the UTS Student Information Service on the City (Broadway) or Kuring-gai campuses. No information will be given by telephone.

All students are advised to read carefully rules 2.15 to 2.24 to understand the regulations concerning examinations.

Assessment Review and Appeals

Where students are not satisfied with their assessment, they may lodge an appeal of assessment at the UTS Student Information Service. In cases of appeal, a Student Assessment Appeals Committee of the relevant Faculty Board considers the appeal following the criteria and procedures approved by Academic Board.

Full details of appeals against assessment may be found under rule 2.26.

Progression, Probation and Exclusion

Full details regarding student progression, probation and exclusion are provided in rules 3.1.13 to 3.1.19.

Readmission after Exclusion – Undergraduate

A student can re-apply to the course from which he or she was excluded following the specified period of exclusion. Readmission is not automatic and the student must compete with other eligible applicants for that course during the given admission period. Where readmission to the previous course is achieved, the student will be reinstated in the progression category which applied prior to exclusion.

Where a former student's first application for readmission to the course from which he/she was excluded is refused, an appeal may be lodged with the Academic Registrar. Full details are forwarded to such students following lodgement of their application for readmission. Each submitted appeal against refused readmission is forwarded to the relevant Dean for reconsideration. Where such a reconsideration is recommended for dismissal by the Dean, the appeal is forwarded to the Appeals Committee of Academic Board for final decision.

Where the Dean or the Appeals Committee upholds the appeal, the student will be reinstated in the progression category which applied prior to exclusion.

Further details may be obtained from the Undergraduate Admissions Branch.

Discontinuation of Registration – Postgraduate

Students at the Graduate Diploma, Masters or Doctoral level may have their registration discontinued if they fail to complete all prescribed work within a given period of time or if the specific Faculty Board is dissatisfied with the student's progress.

Full details regarding this and the subsequent appeal regulations may be found under rules 3.2, 3.3, 3.4 and 3.5.

Readmission after Discontinuation of Registration – Postgraduate

A student can re-apply to the course from which her or his registration was discontinued following the specified period of exclusion. Readmission is not automatic and the student must compete with other eligible applicants for that course during the given admission period. Where readmission is successful a maximum number of semesters for completion shall be nominated by the university.

Rules for postgraduate students regarding appeal against refused readmission after a period of discontinued registration vary. Full details may be found rules 3.2, 3.3, 3.4 and 3.5.

Further details may be obtained from the Postgraduate Studies Branch.

AWARDS AND GRADUATION

All students who believe they will qualify for an award of the university at the end of their current semester must complete an *Application for Award* form, available from the UTS Student Information Service. A specific lodgement date applies and students are encouraged to make early enquiries at the UTS Student Information Service.

Graduation ceremonies are conducted during a specific period in April - May and September - October each year. Information regarding graduation will be forwarded to eligible students following receipt of the above application form.

Academic dress can be hired from the university. The faculty colour for the Faculty of Business is Eau de Nil, PMS 5483.

ACADEMIC MISCONDUCT

The University has strict rules relating to the conduct of students. Examples of academic misconduct are cheating in examinations, and the use of plagiarism, which is an attempt to present another person's work as your own by not acknowledging the source. "Work" includes written materials such as books, journals and magazine articles or other papers, and also includes films and computer programs. The two most common types of plagiarism are from published materials and other students' work.

Published materials

In general, whenever you use anything from someone else's work, whether it is an idea, an opinion or the results of a study or review, you

should use a standard system of referencing. Examples of plagiarism may include a sentence or two, or a table or a diagram that have been taken from a book or article without acknowledgment. There have been cases when an entire paper consisted of material copied from a book, with only a few sentences added by the student. Both these examples are plagiarism. The first, however, may be treated as a simple failure to cite the references, while the second is more likely to be seen in the same way as cheating in an examination.

Most assignments are likely to require the use of the works of other people. To avoid plagiarism, you should keep a detailed record of where various ideas and findings came from, and to make sure that these sources are always clearly indicated in your work. At the tertiary level of education, assignments should not consist simply of bits and pieces copied from books and articles.

Other students' work

It is not unusual for students to pass round relevant articles and to discuss their ideas before writing an assignment. However, unless the assignment is clearly to be done on a group basis, students should write their own paper. Examples of this type of plagiarism include the inclusion of identical or very similar sentences, paragraphs or sections. When two students submit the same or similar papers, both are likely to be penalised.

Penalties

Alleged cheating or plagiarism during formal examinations is investigated by an examinations conduct committee, which may recommend to the Vice-Chancellor an appropriate penalty from the range of penalties which apply to breaches of discipline under the university By-law. Any instance of plagiarism associated with informal examinations or any other form of assessment is also treated as a breach of discipline, and is subject to the same range of penalties. The relevant provision is in Chapter 8, Division 2 of the By-law; and the relevant rules are 2.17, 2.23 and 2.24 of the student rules. The By-law and rules are set out in full in the University Calendar.

SPECIAL ASSISTANCE ADMISSION SCHEMES

inpUTS

The inpUTS Special Admission Scheme is designed to assist certain applicants to gain entry to UTS undergraduate courses. A reserve quota is established for most undergraduate courses for applicants with high academic potential whose

education has been disadvantaged over a long time by circumstances beyond their control.

Applications must be received by 30 September each year in order for a working party of the Equity and Access Committee of Academic Board to assess eligibility for admission. Applications are forwarded to ACT and NSW high schools and TAFE colleges during July and are available from the UTS Student Information Service from August each year.

The scheme is aimed at those persons who have not had the opportunity to attempt tertiary studies. It is open to all applicants who satisfy the university rules as described under 3.1.1 to 3.1.12.

SCATS

Under the direction of Jumbunna Aboriginal Education Centre at UTS a special admission scheme (SCATS), incorporating a supplementary course leading to degree studies, is available for Aboriginal and Torres Strait Islander applicants. All Aborigines and Torres Strait Islanders who are considering tertiary education are encouraged to apply. Jumbunna assesses all applications to determine if supplementary studies are required.

SKATE (Street Kids Access Tertiary Education)

The target group for the SKATE program is disadvantaged young people with a high potential for a life of abuse, violence, crime and self-destruction, who wish to change their lifestyle and regain access to education. Entry criteria: those who are aged between 16 and 25 years; have little or no family support; have not completed secondary school; and have had experience of or been involved in homelessness, unemployment, drug/alcohol abuse, property offences or violence.

The program follows Board of Secondary Education NSW content and is backed by an extensive bio-social support system.

Tertiary entry status is not automatic and students apply as category B students. No formal arrangements for acceptance of graduates exists with other institutions; however, personal initiatives with support of the SKATE program director have achieved successful entries. For further information contact the Director on 330 5337.

INSEARCH LANGUAGE CENTRE

Insearch Language Centre, University of Technology, Sydney is an ELICOS (English Language Intensive Course for Overseas Students) and Asian Languages Centre operating in its premises on Levels 2 and 3, Prince Centre, 8 Quay Street, Ultimo. ILC also has a second campus at 187-189 Thomas Street (opposite the Prince Centre), ILC

was established in October 1987 and since that time there has been a phenomenal growth in student numbers and courses on offer in both the ELICOS and Asian Languages Departments. In the ELICOS department ILC offers courses in General English, English for Academic Purposes (EAP), English for International Business (EIB), English for Matriculation and Foundation Studies (EFS), English for Test Preparation - IELTS, Tertiary Orientation Program (TOP), Evening English and Holiday English.

The ELICOS Department also offers teacher training courses leading to the Cambridge University/Royal Society of Arts Certificate or Diploma in Teaching English as a Foreign Language to Adults.

The Asian Languages department offers individual and group tuition as well as corporate development programs in Japanese, Korean, Thai, Indonesian, Mandarin, Cantonese and Vietnamese.

Courses are offered in the above languages for beginners through to advanced level students.

In the Japanese language area the ILC also offers HSC coaching, Japanese for teachers, advanced conversation and reading – which helps to prepare students for the *Japanese Proficiency Test* and teacher training.

The European Languages Department offers individual and group tuition in French, Italian and Spanish.

For more information contact: Insearch Language Centre, level 3, Prince Centre, 8 Quay Street, Sydney NSW 2000 Australia, telephone (02) 281 4544, fax (02) 281 4675.

EXCHANGE PROGRAMS

The university, through individual faculties, has an extensive exchange program arrangement which include the following institutions:

Wirtschaftsuniversitat, Vienna, Austria
 University of Waterloo, Canada
 Aarhus School of Business, Denmark
 Insa de Lyon, France
 Fachhochschule, Wiesbaden, Germany
 Technical University of Budapest, Hungary
 Tilburg University, The Netherlands
 Dr Soetomo Press Institute, Indonesia
 Yonsei University, Seoul, Korea
 South China Institute of Technology, Guangzhou, People's Republic of China
 Tilburg University, The Netherlands
 Oregon State University, USA

In the United Kingdom: University of Brighton, De Montfort University, University of Humber, University of Portsmouth and Saint Martin's School of Art

In Thailand: Pranakorn Teachers' College, Chiang Mai University, Mahidol University, and King Mongkut's Institute of Technology, Thonburi

Interested persons should make initial enquiries through the International Programs Office or faculty offices.

INTERNATIONAL STUDENTS PROGRAM

Fee-paying international students are encouraged to apply for admission to selected undergraduate and postgraduate courses on a fee-paying basis.

Application for Admission

Application will be assessed on the basis of academic results in high school, post-secondary studies or university.

International students who are studying for an Australian Year 12 examination (either in Australia or overseas) should apply to UTS through the Universities Admissions Centre.

International students who are studying for a Bachelor degree at an Australian university and wish to transfer to UTS should also apply through the Universities Admissions Centre.

All other international students (undergraduate and postgraduate) should apply direct to the International Programs Office.

Note: Australian citizens or those who have permanent residency status should contact the University's Student Information Service.

Documentation

The following comments must be included with an application:

- an original (or properly certified* copy) of the applicant's official transcript or results sheet
- an original (or properly certified* copy) of the applicant's official school leaving diploma or certificate
- a certified* official translation of any document not in English
- a certified* copy of any scholarship.

*Note: a properly certified copy means a copy certified by either the issuing institution or a statutory body (e.g. Public Notary). Copies certified by a Justice of the Peace or a lawyer are not acceptable.

The applicant should include any relevant letters of support from his or her employers.

English Language

All international students are required to provide evidence of English language proficiency. UTS prefers students to have a satisfactory score on the IELTS test (6.5 overall with a minimum of 6.0 in writing). Details and application forms for the IELTS test are available from the International Programs Office.

Course Fees 1993

Fees for selected courses offered to fee-paying students range from \$A10,000 to \$A16,500 per annum, depending on the course. Fees are normally paid on a six-monthly basis.

Financial Assistance

UTS is unable at this time to offer any scholarships or financial assistance to international students.

The Australian Government offers some scholarships under the John Crawford Scholarship Scheme (JCSS) and the Overseas Postgraduate Scholarship Program (OPRS). Details and application forms for JCSS are available only at Australian Embassies and Australian Education Centres overseas. Details and application forms for OPRS are available from the International Programs Office.

Student Visas

Following offer of a place at UTS and payment of first semester fees, International Programs will provide an acceptance advice form which is required when applying for a student visa. Visitors to Australia on a visitors' visa are unable to change their visa status whilst in Australia but must leave the country and apply for a student visa from outside Australia.

Additional Information

For further information and application forms for undergraduate or postgraduate courses please contact the International Program office, level 5, Tower Building, Broadway.

Postal address: University of Technology, Sydney, International Programs, PO Box 123, Broadway NSW 2007, Australia, telephone (61 2) 330 1531, fax (61 2) 330 1530.

ASSISTANCE SCHEMES

AUSTUDY

AUSTUDY provides income support to financially disadvantaged students over 16 years of age undertaking approved courses of study in higher education institutions. Maximum benefit rates are

age-related and aligned with those for relevant Social Security payments (Job Search and Newstart Allowances). Benefits are paid to 16-17 year old students with higher rates for those 18 years old and over, and those aged over 21 years in special categories. This assistance is provided subject to parental and personal income and assets tests for dependent students or personal and spouse income tests for independent students. AUSTUDY is also subject to academic progress rules.

Following consideration of the review of AUSTUDY commissioned by DEET, fundamental changes are to be made to the program.

A supplementary scheme will be introduced from 1 January 1993, to provide flexibility for tertiary students to tailor assistance to their individual needs.

Under the proposed arrangements, tertiary students eligible for AUSTUDY and ABSTUDY will have the option of "trading-in" part of their grant assistance for a repayable income supplement of twice the amount, up to a maximum of \$4000 per annum. A similar repayable income supplement of up to \$2000 will also be available to tertiary students whose parental income, while excluding them from receiving grants through the parental income test, is less than \$50,000 a year, provided other eligibility criteria are met.

How to apply: the Student Welfare Officer located in the Student Services Unit at Broadway and Kuring-gai campuses will be able to supply all forms and will help with other problems or queries that may arise when filling in forms. To make an appointment telephone 330 1177 or 330 5342 for any assistance.

ABSTUDY

ABSTUDY assists Aboriginal and Torres Strait Islander students by providing income support and other assistance tailored to their needs. The basic rates of assistance are similar to AUSTUDY, with additional assistance available to part-time students, pensioners and those over 21 years of age.

Aboriginal tertiary students will also be eligible for the voluntary "loan" scheme. ABSTUDY payments are not subject to assets tests. The staff in the Aboriginal Education office, Jumbunna, will be happy to help with any queries. Telephone 330 1905 and ask for the Student Services Officer.

Postgraduate Assistance

The Commonwealth Government offers each year a limited number of awards for full-time postgraduate study at Australian higher education institutions.

Australian Postgraduate Course Awards at the University of Technology, Sydney are available to

students undertaking a Masters Degree by coursework. A good academic record is essential and preference is given to those with relevant employment experience. Applications close at the end of October 1992.

Australian Postgraduate Research Awards are tenable for full-time postgraduate research leading to the degree of Master or Doctor of Philosophy at UTS. Applications close at the end of October of the year prior to the year of study.

The awards are available to Australian citizens and those who have been granted permanent resident status and lived in Australia continuously for the last 12 months. Applicants should have completed a four-year undergraduate degree with at least Second Class Honours, Division One, or equivalent.

Application forms may be obtained from the UTS Student Information Service or the Postgraduate Studies and Scholarships Office, level 5, Tower Building.

University Research Scholarships

These Scholarships, including the R L Werner Postgraduate Scholarship and University of Technology, Sydney Doctoral Scholarship, are normally available to an applicant of the highest academic calibre for full-time research at UTS.

Applications must be made on the prescribed form and close with the Academic Registrar at the end of October of the year prior to which applicants intend to commence candidature.

Further information and conditions of award may be obtained from the Postgraduate Studies and Scholarships Office, level 5, Tower Building.

Commonwealth Scholarship and Fellowship Plan Awards

The awards are intended for postgraduate study or research and are tenable in the United Kingdom, Canada, Hong Kong, India, Jamaica, Malaysia, Malta, Nigeria, Sri Lanka, Trinidad and Tobago.

Applications from UTS graduates must be made on the prescribed form, and close with the Academic Registrar in early October of the year to which applicants intend to study overseas.

Further information may be obtained from the Postgraduate Studies and Scholarships Office, level 5, Tower Building.

STUDENT OMBUDSMAN

Enrolled or registered students with a complaint against decisions of university staff may seek assistance from the Student Ombudsman. The position of the Student Ombudsman was created by

the University Council of the old UTS in 1989 for a trial period of one year, and the scheme has now been extended to all campuses.

The university policy on the role of the Student Ombudsman is published in the Calendar.

The Student Ombudsman's office is located in room 402, Building 2 on the City campus at Broadway, telephone 330 2575/76.

All matters are treated with the strictest confidence.

LEARNING CENTRES

Jumbunna Aboriginal Education Centre

Located on the City campus at Broadway, Jumbunna Aboriginal Education Centre was established in 1987 with only two indigenous students. Today it has more than 250 Aboriginal and Torres Strait Islander students and a staff of 10.

The Centre was conceived to afford indigenous Australians the opportunity to gain access to tertiary studies through the provision of academic and cultural support programs. The name *Jumbunna* comes from the Aboriginal word meaning a *meeting place*.

Jumbunna Centre is predominantly staffed by black Australians and offers a range of award courses, many unique to UTS. Owing to its programs, its support system and its caring environment, Jumbunna Centre has fast gained a reputation among the indigenous community as being a most desirable place to study. Jumbunna's courses include: adult education, tourism and leisure, business studies, social sciences, design, life sciences and nursing, law, media studies, architecture and building.

For further information contact the Jumbunna Centre on 330 1902.

ELSSA Centre

ELSSA, the English Language and Study Skills Assistance Centre, provides free English language and study skills courses for students enrolled at UTS and university staff. These include communication electives for award to degrees, intensive vacation courses and weekly workshop courses. The Centre runs courses on essay writing, report writing, advanced grammar, critical thinking, discussion skills, seminar presentation, effective reading, pronunciation and writing at postgraduate level.

Students may make an appointment for an individual consultation with a lecturer at the Centre to discuss difficulties with academic work. The Centre also has books and tapes for self-study. Brochures with further details of ELSSA programs are available at school offices and at the Centre.

For further information and appointments, telephone 330 2327, fax 330 2321, level 18, Tower Building, Broadway.

Student Learning Centre

The major role of the Student Learning Centre is to assist students to realise their academic potential for tertiary studies. The Centre fosters the development of student learning and encourages student autonomy through access to the Centre's resources. It provides individual and group tuition to students from various faculties of the university in areas of language and study skills such as time management, writing essays, ESL, presenting seminars, taking part in tutorials, examination preparation, and in mathematics, statistics, and problem-solving strategies. Bridging and preparatory programs are held during the year. Qualified and experienced staff members are committed to an ethic of service in helping students succeed at the highest level.

Students may visit the Centre on their own initiative or on a voluntary basis when referred by academic staff. The Centre is located in rooms 2.520-2.522 above the main Library on the Kuring-gai campus. Telephone 330 5160 (Language and Study Skills), and 330 5186 (Mathematics).

SERVICES

THE UNIVERSITY LIBRARY

The University Library houses more than half a million books, journals and audiovisual items and provides services to staff and students through five campus libraries.

Balmain Campus – Design Library

The Design Library is managed as a joint library service with the Sydney College of the Arts, and houses materials relating to visual arts and design. It is located on the corner of Mansfield and Batty Streets, Rozelle.

City Campus – Markets Library at Haymarket

The Markets Library collects materials in a wide range of subject areas including architecture, building, business, computing science, education, engineering, humanities, law, mathematics, physical sciences, social sciences. It is located in the Haymarket area on the corner of Quay Street and Ultimo Road.

Kuring-gai Campus – George Muir Library

The George Muir Library is located at the Kuring-gai campus in Eton Road, Lindfield. The library's collection is broad: major subject areas include business, education, leisure, information and communication studies and nursing. The library also has a curriculum collection associated with education studies.

St Leonards Campus – College of Law Library

This library provides services for staff and students undertaking courses in practical legal training and is located at 2 Chandos Street, St Leonards.

St Leonards Campus – Gore Hill Library

This library collects materials in the areas of life sciences and nursing. It is located on the corner of the Pacific Highway and Westbourne Street, Gore Hill.

The library's collection is recorded in the UNILINC catalogue which is available as an up-to-date on-line catalogue, and as a compact disc catalogue with enhanced search features. The catalogue can be accessed in each of the libraries as well as in offices and laboratories throughout the university. Access to library information and other bibliographic and numeric databases is extended nationally and internationally through high speed communications networks such as AARNet (the *Australian Academic and Research Network*). Access within Australia is extended through participation in ABN (the *Australian Bibliographic Network*) and the Linked Library System which links the university libraries in New South Wales and the ACT.

The library has a firm commitment to provide the best possible information service and has established a team of Faculty and School Liaison Librarians who, in partnership with academic staff, assist users in achieving their objectives in education and information. The Liaison Librarians for the Faculty of Business are

Peter Warning (City)

Graduate School of Business – Peter Warning (City)

School of Accounting – Peter Warning (City),
Phillipa Morris (Kuring-gai)

School of Finance and Economics – Jackie
Edwards (City), Phillipa Morris (Kuring-gai)

School of Leisure and Tourism Studies – Alison
Burkhardt (Kuring-gai)

School of Management – Daphne Freeder
(City)

School of Marketing – Alison Burkhardt
(Kuring-gai), Daphne Freeder (City)

Services provided include loans, reservations, intercampus document delivery, interlibrary loans from Australian and international sources, reciprocal borrowing with other institutions, user education, and on-line, compact disc and print-based information retrieval services.

Service guides can be obtained from the libraries. Opening hours are posted in the libraries.

INSTRUCTIONAL TECHNOLOGY SERVICES

In 1992 a new unit, Instructional Technology Services (ITS), was created. Initially this unit will

concentrate on establishing a high standard of classroom audiovisual services across the university's campuses. It is also intended that it will deliver a high quality technical and maintenance service, as well as a production capacity.

Services currently available include provision of a one-stop booking service, enhanced presentation lecture theatres, reticulated video services, a trolley service for audiovisual equipment, videotape duplication services and a mediawatch service for current affairs programs.

At present ITS has offices at the Kuring-gai campus and in the Bon Marche Building, City campus.

Administratively, the Service is controlled by the University Librarian.

COMPUTING SERVICES

The Computing and Communications Services Division provides a comprehensive range of facilities and services to meet the major computing requirements of academic and administrative areas of the university.

Equipment

The academic facilities consist of four large Sun SPARCserver computers and an Amdahl 5860 mainframe computer. These systems provides the academic community with a wide range of programming languages and application packages. They run the UNIX operating system, and can be accessed by users from public PC and Macintosh laboratories operated by the Division.

A Prime 9955-II computer, running the PRIMOS operating system, which has provided academic facilities on the Kuring-gai campus, has been replaced by a Sun SPARCserver 630 system on the Broadway campus.

Other central academic computing facilities consist of 12 PC laboratories, four Macintosh laboratories and three terminal rooms. It is also planned to install two Sun workstation laboratories for use in 1993.

A Data General MV20000, a Sun 4/470 and a Sequent S2000/200 systems support administrative data processing, while a Data General MV15000 services office automation and systems development work.

All computer systems are connected to the university's Local Area Network (UTSnet), which covers the City, Kuring-gai, Balmain and St Leonards campuses. Connected to the network are personal computers and terminals located in the public laboratories and terminal rooms, as well as various School minicomputers.

Location of Facilities

Located on level 9 of Building 1 at Broadway are the Sun, Amdahl, Sequent and Data General systems, as well as Computing and Communications Services Division staff offices.

Public laboratories and terminal rooms are located on the following campuses:

City Campus

Building 1

Room 1017 - 15 x Macintosh SE

Room 1313A - 20 x PC XT

Building 2

Room 421 - 25 x PC XT

Building 4

Room 104 - 20 x PC 486SX

Room 438 - 20 x Terminal

Room 440 - 20 x Terminal

Room 444 - 20 x PC XT

Building 5

Room A209 - 15 x PC XT

Room A210 - 20 x PC XT

Bon Marche

Room 439 - 20 x Macintosh LCII

Balmain Campus

Balmain North Basement - 20 x Macintosh LC

Block A

St Leonards Campus

Dunbar Building

Room 507 - 20 x Macintosh LC

Room 511 - 16 x PC XT

Kuring-gai Campus

Stage 2

Room 461 - 20 x Terminal

Room 524 - 20 x PC 386SX

Stage 3

Room 338 - 20 x PC 386SX

Room 339 - 20 x PC XT

Room 340 - 18 x PC XT

Room 341 - 20 x PC 386SX

General enquiries should be directed to the Response Centre, room 913, level 9, Building 1, City campus (telephone 330 2111).

Services

Services provided by the Computing and Communications Services Division include:

- academic and administrative computer processing
- consulting on programming languages, application packages and system usage
- consulting on use of microcomputer hardware and software
- installation, maintenance and support of data communications equipment, terminals and microcomputers

- connection to the University's Local Area Network
- connection to the University's Voice Communications (Telephone) Network
- design, development and support of administrative data processing systems
- operation of a help desk for user enquiries and problems
- production of newsletters and technical documentation
- operation of a retail Microcomputer Shop

Microcomputer Shop

The Computing and Communications Services Division operates a Microcomputer Shop. This shop is a self-supporting, non-profit retail outlet that aims to provide the university and its staff and students with microcomputers and microcomputer software at the lowest possible prices. Purchases from the shop are restricted to university schools/units and to registered students and staff.

The shop stocks hardware and software from the following vendors:

Apple	Microsoft
Ashton-Tate	Mitsui
Borland	Netcomm
Claris	Novell
Data Flow	SourceWare
Hyundai	Star
InfoMagic	Tech Pacific
IBM	Techflow
Ipex	WordPerfect
Lotus	

Other services include Macintosh rentals.

The shop is located on level 27, room 2713 of Building 1 at Broadway, telephone 330 2474.

Trading hours for the shop are 9am to 5pm Monday to Friday.

UTS UNION

UTS Union is the community centre for the university. It provides food and drink services, lounges and recreational areas, comprehensive social and cultural programs, sports facilities and programs, stationery shops, newsagency and car park. The union also provides student accommodation, runs the University Careers and Appointments Service, provides a legal service with a full-time solicitor, and operates a large ski lodge at Jindabyne.

MANAGEMENT

The union is controlled by a Board of 15 persons consisting of eight students, three staff representatives, three Council appointees and one Alumni nominee. Annual elections are usually held

in September and all students and staff are eligible to stand for a position on the Board. The union employs a staff of about 150, headed by the Secretary/Manager.

MEMBERSHIP

All registered students and university staff are members of the union.

FEES

All students pay an annual fee to the union and new students pay a joining fee as well. Staff fees are paid by the university.

Fee Exemptions

Students who have paid seven annual fees to the union are entitled to exemption from further fees. For further information, please contact the Union Office (not the university).

ENQUIRIES

For general information, contact the Union Receptionist in the Broadway Union Centre or Union Centre at Kuring-gai campus. For information about membership, fees or management, contact the Union Office on level 6 of the Tower building. For all sporting enquiries, contact the Sports Office in the Union Sports Centre at Broadway.

Telephone Numbers

The telephone number for the Union Receptionist, Union Office and all other branches of the union at Broadway is 330 1444. The union's telephone number at Haymarket is 330 1444. The union's telephone number at Haymarket is 330 3369, Gore Hill is 330 4048, at the Faculty of Nursing 330 4375 and at Kuring-gai 330 5011.

CATERING SERVICES

The union operates food services on all campuses except Balmain, where the service is provided by the Sydney College of the Arts Students' Association.

Licensed bars are provided at Broadway, Haymarket and Kuring-gai.

Functions Catering Service

The Functions Catering Service can cater for lunches, buffets, dances dinners, weddings, etc. Most of these are held in the Gallery Function Centre on level 6 of the Tower building or at Kuring-gai. Ask about the special discount rates which apply for student and other union groups.

UNION SHOPS

There are union shops at Broadway, Haymarket, Balmain and Gore Hill with a wide range of items to meet course requirements, including calculators,

stationery and technical drawing equipment. The Union Shop at Broadway also carries a range of university sweaters, pennants and memorabilia.

ACTIVITIES

The Union Activities Department arranges the social and cultural programs at UTS. These include dances, concerts, films, barbecues, creative leisure courses, art exhibitions, plays and lunchtime speakers. Faculty clubs and societies and hobby and social clubs (the Activities Clubs) receive financial and other support from the Activities Department. The Activities Officers are located in the Bornholt Room in the Broadway Union Centre. The Activities Officer at Kuring-gai is located in the Union Centre, telephone 330 5013.

PUBLICATIONS

The union produces a monthly magazine *Plexus*, the weekly *Union News* and a diary which is given to all students and staff at the beginning of the year and many other publications.

SPORT

Facilities

The Union Sports Centre at Broadway contains five squash courts (with special discount rates for union members) gymnasium, weights room, men's and women's saunas, change rooms with lockers and showers, sports office, sports clinic and sports shop. There is also an open air basketball/volleyball court on the roof of the squash courts. The Sports Centre is located on the lower ground floor of Building 4, extending into the quadrangle.

The union runs squash courts at Kuring-gai and can also arrange the hire of tennis courts. The Sports Department at Kuring-gai can be contacted on 330 5012.

Fitness Classes and Programs

The union runs daily fitness classes at Broadway and Kuring-gai. Contact the Sports Office for further information.

Intervarsities and Interfaculty

The union sponsors teams to state and national intervarsity meetings. As well, numerous interfaculty competitions are organised within the university throughout the year.

Clubs

There are many sporting clubs affiliated with the union. They receive financial support from the union and new members are most welcome.

Kookaburra Lodge

Kookaburra Lodge, which is owned and operated by the union, is located in Jindabyne at the foot of the Snowy Mountains. The Lodge, which overlooks the

lake, is fully renovated and offers 30 rooms (some with en suites), heated pool, comfortable dining room and large recreation room. The union offers numerous weekend and mid-week trips during the ski season, with prices for members well below commercial rates.

In the off season, bed and breakfast is available from as little as \$20 per night, so Kookaburra Lodge is also an excellent base for those interested in bush-walking and non-winter activities in the Snowy Mountains.

All bookings are made through the Broadway Sports Office, phone 330 2444.

UTS Haberfield Rowing Club

Formed after a merger between Haberfield Rowing Club and the union, the UTS Haberfield Rowing Club caters for beginners through to elite rowers.

The club is located in Dobroyd Parade, Haberfield, less than 15 minutes by car from the City campus.

For further information, phone the club on 797 9523.

STUDENT ACCOMMODATION

The union has its own student residence, the *Imperial*, at 54-58 City Road, Chippendale. Just 10 minutes walk from the City Campus, Broadway, the *Imperial* offers high quality, low cost accommodation in single and double rooms. Preference is given to first and second year students from outside the metropolitan area. For further information, contact the Union Housing Office at Broadway, on 330 1509.

CAREERS AND APPOINTMENTS SERVICE

The UTS Careers and Appointments Service is a division of the union and provides the following services:

- A directory of employers seeking full-time, part-time and casual staff.
- Advice on employment skills such as interview techniques, personal presentation and resume writing.
- A register of students seeking employment, linked to a mailing and telephone contact service.
- A career counselling service aimed at assisting students and graduates in clarifying and focusing their career objectives.
- Ongoing campus interview programs which introduce final year students to a range of leading employers.

The Careers and Appointments Service is located on level 5 of the Tower Building at Broadway, telephone 330 1500, and at Kuring-gai in the Union Centre, telephone 330 5016. To take full advantage

of the services offered, all students are urged to register with the Careers and Appointments Service at the earliest opportunity.

LEGAL SERVICE

The union employs a full-time solicitor who provides a range of legal services, in most cases free of charge, to members.

Free advice and assistance in any matter is available, especially those involving criminal charges, motor vehicle claims, family law, tenancy disputes, consumer and debt claims and welfare matters.

Representation in Local Courts is normally available free of charge to full-time students and students on low incomes.

Members can discuss any problems at the Solicitor's Office on level 5 of the Tower Building, telephone 330 1511, where all enquiries are dealt with in the strictest confidence. The solicitor is available at Kuring-gai campus one day a week, telephone 330 5017.

WORK EXPERIENCE INSURANCE

At UTS students who participate in approved work experience programs are insured by the university for "workcare" benefits (other than weekly payments) arising out of work related injuries sustained anywhere in Australia. The scheme is administered by UTS Union on behalf of the university. To obtain a letter of confirmation, or for further information, or to make a claim, contact the Union Office on level 6 of the Tower Building, telephone 330 1642.

CHILD CARE

UTS Child Care Inc. is an incorporated Association which coordinates the operation of all child care services at UTS. The Board of UTSCC Inc. comprises representatives of the University, the union, the Students' Association and parent users of the centres. The Board plans new child care facilities for UTS, and aims at providing a variety of services at each campus. It also sets operational policies to ensure that child care services are of high quality and meet the needs of members of the university community.

Each child care centre is managed by a Director who reports to a Management Committee, the majority of whose members are elected parent representatives. All parents are invited to become involved in the management of the centres.

Operating costs for the various children's services are provided by State and Federal Funding: 8%, UTS sources (Union/SA/University): 10% and parent fees: 73%.

Under the Federal Government Fee Relief Scheme, families earning under \$440 per week pay minimum fees. Parents earning between \$440-\$1150 (approx) per week receive some fee relief benefit according to a sliding scale. Those with incomes greater than \$1150 per week pay full fees.

Access to child care facilities is open to all staff and students under "Priority of Access" guidelines. Priority is given to working and studying parents. There are waiting lists at each centre which take into account various factors including family circumstance, length of time on the waiting list and the family's need for care, in establishing priority of access to the centres. Waiting time varies depending on the family circumstances, the child's age, and the type of care required. There is little or no wait for night care or for vacation care.

Kuring-gai Kuring-gai Campus Child Care Centre is situated next to the oval on campus, and provides 45 day care places for babies to five year olds, from 8am until 6pm for 50 weeks each year. There are also 10 evening care places for babies to 10 year olds, until 10pm Monday - Friday during semester periods only. Enrolment is available on a full-time, regular part-time, evening only, semester only, or emergency basis. Some occasional care may be available during the December-February period. Occasional weekend care can be provided (by prior arrangement) when the university hosts conferences and seminars. Vacation care for school aged children is available during school holiday period. Telephone 330 5105 for information.

Balmain UTS supports Allen Street Glebe Child Care Centre which is attached to Sydney College of the Arts (Sydney University). Enrolment is available on a full-time or part-time basis daily.

City Campus Magic Pudding Child Care Centre is behind Building 1 on the Broadway campus, and provides 40 day care places for babies to five year olds, from 8am until 6.30pm for 51 weeks each year. There are also 15 evening care places for babies to 10 year olds, until 10pm Monday-Friday during semester periods only. Enrolment is available on a full-time, regular part-time, evening only, semester only, or emergency basis. Some occasional care may be available during the December-February period. Occasional weekend care can be provided (by prior arrangement) when the university hosts conferences and seminars. Vacation care for school aged children is available during the Christmas and July school holiday periods.

Telephone 330 1456 for information.

St Leonards St Leonards Campus Child Care Centre is situated just off the Pacific Highway opposite the Dunbar Building at Gore Hill. It provides 25 day care places for babies to five year olds, from 8am until 6pm for 48 weeks each year. Enrolment is available on a full-time, regular part-time, semester only, or emergency basis. Some occasional care may be available during non-semester periods. Telephone 330 4023 for information.

STUDENT SERVICES

Student Services staff are employed by the university to cater for students' health, counselling, and welfare needs. Staff also assist in the development of study skills and provision for students with disabilities. All interviews are strictly confidential.

Welfare

Welfare Officers offer assistance with personal financial matters. Central to their work is administration of the Student Loan Fund, financial counselling and advising on AUSTUDY claims and appeals.

Health

The Health Service has two locations: level 3A of the Tower Building at Broadway and level 5 of Kuring-gai campus. The practice offers a free service to students with an emphasis on health education and promotion.

Counselling

Counsellors are available on all campuses. The service is full-time at City and Kuring-gai and part-time at Balmain and St Leonards campuses. The counsellors are experienced in dealing with all kinds of personal difficulties and can advise on administrative matters in relation to the university, such as appeals against exclusion.

International Student Counsellor

The International Student Counsellor can help students from overseas and from non-English speaking backgrounds with personal, practical and administrative problems while studying at UTS.

Learning Skills

The Learning Skills Counsellor helps students to understand how best they can learn. Advice is given on time management, writing assignments, reading effectively and preparing for exams. As well as individual consultations, workshops are held during both semesters.

Special Needs Coordinator

The Special Needs Coordinator works with other university staff to ensure appropriate support is available for students with disabilities and students admitted through the inpUTS Special Admission Scheme. Students with physical, sensory and learning disabilities are encouraged to contact the Coordinator. The Coordinator can also provide information and advice to prospective students who have disabilities.

To contact Student Services:

Broadway. level 3A Tower Building, telephone 330 1177, fax 330 1172, TTY 330 1166
Health Service Appointments: 330 1166

Balmain. Student Centre, appointments 330 1177.

Kuring-gai. level 5, telephone 330 5342, fax 330 5537.

St Leonards. appointments 330 5342.

STUDENTS' ASSOCIATION

The Students' Association (SA) is the elected representative body of students at the UTS: it is an organisation run by students for students. All students become members of the Students' Association upon enrolment. It is the only body in the university which can legitimately claim to truly represent the concerns, issues and problems students face on a day-to-day basis whilst at this university. All students have the right to stand for election of the Students' Association and to vote in the annual elections. There are 23 general representatives on the Council that makes policy for the Students' Association. It also has specialised portfolios and office bearers to deal with a range of issues: the environment, women, students with special needs, gay and lesbian rights, overseas students and postgraduates.

The Students' Association maintains close links with student organisations from other universities. Its political role is to defend and extend educational standards and conditions for students both within the university and the tertiary sector as a whole. Campus committees deal with campus-specific issues. This has proved to be the most effective and equitable means of ensuring that all students from all campuses are adequately represented in the make-up of the Students' Association. At this level, campus conveners carry out the directions of campus committees, which are also elected annually.

In general the Students' Association plays a representative and advocacy role on behalf of students. It acts as the voice of the student body. As part of this function it produces a fortnightly newspaper, *Vertigo*, and a weekly radio show on

2SER *Student Voice*. It liaises closely with the University Union, which provides services to students (e.g. the cafeteria, reading and leisure areas) and the Student Services Unit, which is funded by the university to provide welfare advice and counselling, loan assistance and medical services. The Students' Association also employs specialised education staff to assist in enquiries about AUSTUDY, HECS, appeals against exclusion and assessment grades and any other problems that students encounter at UTS. The Students' Association has lots to offer all students and welcomes student involvement.

Locations and Services

City campus 330 1155

The main office of the Students' Association is located on the City campus, Broadway on level 3A of the Tower Building (near the bar and cafeteria) and offers the following services:

- General student representatives
- Elected office bearers
 - Women's officers
 - Overseas students' officers
 - Special needs officers
 - Gay and lesbian officers
 - Environment officer
 - Postgraduate officer
- Specialist education, research and welfare staff
- General student enquiries
- Academic coaching service
- Photocopying
- Funding of PERC Clubs

Haymarket Resource Centre

This is located in room B110 and its services include:

- Computer, fax
- Photocopying
- Secondhand books

Design School Student Centre 330 2958

This is located on the Balmain campus, Mansfield Street, Balmain and is open Tuesday to Friday and offers:

- Photocopying
- Computer facilities

Gore Hill Resource Centre 330 4040

This is located in room 1/18 in the Dunbar Building and its services include:

- Photocopying
- Secondhand books
- Computer facilities

Kuring-gai Campus 330 5237

Located next to State Bank, the services offered include:

- General and campus representatives
- Specialist education, research and welfare staff
- General student enquiries

RADIO STATION 2SER-FM

In conjunction with Macquarie University, UTS operates Sydney Educational Broadcasting Ltd (2SER-FM), Sydney's first mass coverage educational radio station thus expanding the institution's role in education to a wide community audience. The station, on air 24 hours a day, broadcasts a variety of spoken word educational programs covering arts and sciences. In addition to a small core of paid staff, some 400 volunteers, including UTS staff and students, are involved in programming the station.

THE CO-OP BOOKSHOP

The Bookshop is located next to the Tower Building on Broadway. While committed to supplying textbooks for all timetabled courses it also attempts to cater to the needs of the university community for general books, stationery, calculators and computer books and software.

Through its extensive computer system linking over 40 branches in Australia, the bookshop can often get hold of hard-to-get titles. Students and staff are welcome to place special orders, and charge accounts are available for approved customers.

At the start of each semester the bookshop runs temporary branches at the City campus, Haymarket (Room C117) and Gore Hill. The Kuring-gai campus is also serviced by a permanent Co-op Bookshop specialising in texts used on that campus.

The Broadway bookshop is open from 9am till 6pm Monday to Thursday, 9am till 5pm on Friday and 9am till 1pm on Saturday. There are normally extended hours at the beginning of each semester. The Bookshop can be contacted on 212 3078 or 330 2163.

STATE BANK

Full branches of the State Bank are situated on level 4 of the Tower Building, Broadway, and at Kuring-gai campus. A complete range of banking services is provided. Normal banking hours apply all year at Broadway and the hours at Kuring-gai are 10am to 3pm.

The State Bank also offers complete banking services at Gore Hill, St Leonards and Haymarket, operating through the UTS union facilities.

THE FACULTY OF BUSINESS

The Faculty of Business is located at both the City campus, (Haymarket) and the Kuring-gai campus, Lindfield.

The faculty consists of six Schools:

- School of Accounting
- School of Finance and Economics
- School of Leisure and Tourism Studies
- School of Management
- School of Marketing
- Graduate School of Business

Exchange Programs

Exchange programs operate with Oregon State University, USA, Aarhus School of Business, Denmark and Wirtschaftsuniversitat, Vienna, Austria. These programs enable Australian business students to enjoy travel, campus life and the challenge of studying business in another country. Subjects approved for study are given full accreditation for compulsory or elective subjects.

Prizes

Prizes for academic excellence are awarded annually to students in the Faculty of Business. These prizes are made available through the generosity of private individuals, and organisations in the public and private sectors. Full details are available in the University Calendar.

Business Laboratories

The Faculty of Business has established Business Laboratories. The broad objectives of the laboratories are to provide student access to special resources and a suitable work area for students using such resources; to collect and protect a number of special faculty resources; for staff research; to facilitate the continued development and use of audio-visual materials; and to provide an area for seminar activities of a special nature. The business laboratories provide a varied collection of resources including the following:

- Four laboratories, totalling 80 personal computers connected to a local area network. Each computer is equipped with a 40 megabyte hard disk, a 3 1/2 inch floppy drive and a colour (VGA type) monitor.
- A number of commercial software packages and several in-house programs which are loaded onto the network and are used for workshop classes and research projects.

- A facility for video playback and a full professional editing suite: 16 mm film projectors and slide projectors.
- Video cameras for use as classroom teaching aids and for making training and promotional videos for faculty use.

COURSES AVAILABLE

The Faculty of Business offers a range of award courses at both postgraduate and undergraduate levels. The faculty also offers a range of executive courses through its continuing management education program.

All majors in the Bachelor of Business are offered at both the City campus (Haymarket) and at the Kuring-gai campus.

Further details of all the programs listed below are available from the Faculty of Business Information Offices, tel (02) 330 3500/3502 or 330 5355 (Kuring-gai). Further details of the Bachelor of Accounting program are available from the Director of Cooperative Education, School of Accounting, tel (02) 330 3580. Further details of the programs offered within the School of Leisure and Tourism Studies are available from the School, tel (02) 330 3497.

Undergraduate Courses

Bachelor of Accounting

Bachelor of Arts in:
 Human Movement Studies
 Leisure Studies
 Tourism Management

Bachelor of Arts (Honours) in Leisure Studies

Bachelor of Business with majors in:

- Accounting
- Banking
- Economics
- Finance
- Finance and Economics
- Management
- Marketing

Bachelor of Business with combined majors in:

- Accounting and Finance
- Banking and Management
- Finance and Management
- Finance and Marketing
- Marketing and Management

Bachelor of Business (Honours) in:

- Accounting
- Finance and Economics
- Management
- Marketing

Bachelor of Manufacturing Management
Associate Diploma in Community Organisations

Undergraduate Courses Offered in Conjunction with Other Faculties

Bachelor of Business/Bachelor of Laws
Double Degree in Business and Computing Sciences
Bachelor of Mathematics and Finance

Postgraduate Courses

Doctor of Philosophy
Master of Business (by thesis)
Master of Business Administration (MBA)
Graduate Diploma in Administration

Accounting

Graduate Diploma in Accounting
Master of Business in Accounting
Master of Business in Accounting and Finance

Banking and Finance

Graduate Certificate in Banking
Graduate Certificate in Financial Studies
Graduate Diploma in Banking and Finance
Master of Business in Banking and Finance

Employment Relations

Graduate Diploma in Employment Relations
Master of Business in Employment Relations

Leisure and Tourism Studies

Graduate Certificate in Sports Management
Graduate Diploma in Arts Management
Graduate Diploma in Leisure Management
Graduate Diploma in Sports Management
Graduate Diploma in Tourism Management
Master of Arts in Leisure Studies

Local Government (with Faculty of Engineering)

Master of Local Government

Management

Master of Business in Management
Master of Management with a major in Community Management
Master of Management with a major in Public Management

Marketing

Graduate Diploma in Marketing
Master of Business in International Marketing
Master of Business in Marketing

Operations Management

Graduate Diploma in Operations Management
Master of Business in Operations Management

Transport Management

Graduate Certificate in Transport Management
Graduate Diploma in Transport Management
Master of Business in Transport Management

CONTINUING MANAGEMENT EDUCATION PROGRAM

The faculty offers a range of short courses on specialist professional topics, and is constantly expanding its activities in this direction. In addition to those advertised, short courses can often be arranged on request from a suitable number of applicants. A variety of durations and attendance patterns can be arranged to suit clients' needs.

Most courses are conducted by the faculty's Centre for Management Studies. Courses offered include:

Executive Certificate in Managerial Skills

Marketing Courses

Marketing Concepts
Sales Management
Accounting for the Sales and Marketing Function
Marketing Strategy
Business to Business Marketing
Market Research
Planning, Developing and Managing New Products
Advertising: Its Place in the Marketing Mix
Introduction to Direct Marketing
Creative Aspects of Advertising and Direct Marketing
PR and Public Affairs
Marketing of Services

Business Management Courses

Commercial Negotiation Skills
Project Management
Accelerated Personal Performance
Essentials of Law for Managers
Presentation Skills
Better Business Writing
How to Become a Successful Manager
Total Quality Management
Business Planning
Strategic Planning and Organisational Development
Politics of Power and Survival in Business

Financial Management Courses

Financial Decision Making
Accounting and Finance for Managers
How to Evaluate a Business Venture

Personnel Management Courses

Selection and Interviewing
Ensuring Employee Performance
Principles and Practices for Human Resource Training and Development
Occupational Health and Safety
Legal Aspects of Personnel Management

UNDERGRADUATE COURSES

BACHELOR OF BUSINESS

The Faculty of Business offers an undergraduate degree program which leads to the award of Bachelor of Business (BBus). The program prepares graduates for a career in one of the following areas: accounting, banking, economics, finance, finance and economics, management and/or marketing. The degree seeks to develop critical, analytical and evaluative skills, and prepares graduates to make a positive contribution to the professional business community in particular, and to society in general.

Admission Requirements

In addition to satisfying the general requirements for admission to the University of Technology, Sydney, applicants should possess qualifications equivalent to HSC two-unit English and two-unit Mathematics. Applicants for the course who are relying for admission on qualifications gained in countries where English is not the spoken language must satisfy the university's English language requirements. The UTS Student Information Service can provide advice in this regard.

Subject exemptions, advanced standing and subject substitution

Students enrolling in the Bachelor of Business course who have previously undertaken a course of study at the university or at some other recognised tertiary education institution may be eligible for exemption if subjects previously studied are deemed by the faculty to be equivalent to those specified for their course.

Students who have completed courses through the New South Wales Department of Technical and Further Education within three years* of commencing their Bachelor of Business degree may be entitled to exemptions. Entitlement is based on equivalent subjects being passed at level "B" or above.

*Students commencing their Bachelor of Business Degree in 1993 must have completed their TAFE Course in 1989 or later (i.e. graduated during 1990, within three years of commencing at the university).

Students applying for exemptions on the basis of subjects completed at *institutions other than TAFE* should apply as follows:

- (i) Read the University Calendar to select subjects equivalent to those already studied.
- (ii) Complete all details on the blue *Application for Subject Exemption* form (available from the UTS Student Information Service, telephone 330 1222) and supply a copy of the official academic transcript and the relevant section of the other institution's handbook or syllabus as requested on the blue form.
- (iii) Send the form and relevant documents to:
Student Liaison Officer
Faculty of Business
UTS
PO Box 123
Broadway NSW 2007

Please note that information on exemptions requested cannot be released until offers have been finalised in early February. The faculty's exemption policy is currently under review. Further details can be obtained from the Student Liaison Officers, telephone (02) 330 3501 (City campus) or 330 5393 (Kuring-gai campus).

Subjects linked by name and number

Names and/or numbers of certain subjects within the faculty's courses, both past and present, have been allocated new subject names and/or numbers. For the purpose of administering the rules relating to double and triple failures, these subjects are considered materially the same. Please refer to the table *Subject Equivalents* on following page.

SUBJECT EQUIVALENTS

For the purposes of administering rules relating to double and triple failures, these subjects are considered *materially the same*.

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
	O.S.U. subjects denoted by alpha-numeric code Aarhus subjects denoted by ASB	
21130 Organisational Behaviour	BA352 Organisational Behaviour	21101 Organisational Psychology 21115 Administrative Behaviour 51101 Administrative Psychology 51405 Administrative Psychology 21242 Administrative Psychology 21142 Administrative Psychology 36202 Organisational Behaviour
21125 Australian Business Environment		21105 Introduction to Business 21112 Management of Organisations
21215 Management and Communication Skills		21406 Management Skills 11111 Communication I
26122 Business Statistics	29041 Quantitative Business Methods – BA 235	21241 Business Statistics 21141 Business Statistics 21120 Quantitative Methods 33185 Statistics 63185 Statistics 37101 Quantitative Methods
21430 Advanced Industrial Relations		21303 Industrial Relations and Practices Disputation 21305 Industrial Relations Patterns
21343 Quantitative Management	Introduction to Management Science BA338 and Applications of Management Science BA436 or BA434 and BA435 Management Science	
21210 Business and Government		21361 Government A 21361 Australian Government Organisation 21361 Government Organisation in Australia
21221 Organisation Design and Change	* ASB Organisation Theory and International Marketing 29001 Management Processes – BA302 or Organisation Design and 21402 Organisation Theory Control – BA460	21402 Organisation Theory 21111 Organisation Theory 36802 Organisation Design
21408 Employment Relations Skills		21404 Industrial Relations Methods 21420 Industrial Relations Skills

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
21306 Employment Relations		21421 Australian Industrial Relations
21215 Management and Communications Skills		21406 Management Skills 51105 Communication
21131 Operations Management	29023 Fundamentals of Operations Management – BA311	21447 Operations Management
21565 Public Sector Management A		21565 Public Administration II
21570 Public Sector Management B	21727 Public Sector Employment Relations	
21591 International Management	International Environment and Management – BA486	
21670 Public Administration Project	21792 MBA Project – Public Sector Management	
21692 Public Policy		21120 Government Policy Seminar II 21694 Government Policy Seminar 21205 Government Policy Seminars 21692 Administrative Policy- Public Administration 21119 Government Policy Seminar I
21321 Organisational Diagnosis and Evaluation		21109 Business Policy Seminars 21118 Business Policy Seminar II 21592 New Horizons in Business 21696 Contemporary Issues in Management
21715 Strategic Management	ASB Strategic Management	
21609 Corporate Strategy		21691 Business Policy and 21693 Managerial Simulation (Business) 21697 Business Policy and Simulation
21727 Public Sector Employment Relations	21570 Public Sector Management B	
21731 Public Sector Finance & Accounting		23705 Public Sector Finance & Accounting
21792 Business Project t – Public Sector Management	21670 Public Administration Project	
22105 Accounting A	31914 Financial Methods I	22101 Financial Accounting I 22183 Financial Methods I 22111 Financial Accounting 22112 Financial Accounting I 22001 Principles of Accounting 31108 Accounting I

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
22115 Business Information Systems		22220 Business Information System I 38101: Computing I
79101 Law for Business		22160 Commercial Law I 9001B Business Law 21112 Business Law 22211 Business Law A 21160 Commercial Law I 31405 Law and the Legal Process
22205 Accounting B		31205 Accounting II 22202 Financial Accounting II 22113 Financial Accounting III 22306 Managerial Cost Accounting
79267 Commercial Law		22261 Commercial Law II 22212 Business Law B 22214 Commercial Law II 34201 Commercial Law
22321 Management Accounting I	29000 Managerial Accounting BA212	22308 Management Accounting I 22303 Cost Accounting 22305 Cost Accounting 22121 Management Accounting I 22305 Management Accounting A 31405 Accounting IV
22306 Managerial Cost Accounting	22308 Management Accounting I 31915 Financial Methods II	22184 Financial Methods II 22305 Management Accounting A
79365 Company Law		22361 Company Law Administration 22362 Company Law 22221 Company Law & Procedures 34301 Company Law
79265 Administrative Law I	22732 Law for Administrators	22465 Administrative Law 22222 Administrative Law 22365 Administrative Law I
79468 Equity and Trusts		79467 Law of Trusts
79606 Advanced Revenue Law		79564 Taxation II
79666 Advanced Income Tax Law		79663 Advanced Income Tax
79667 Indirect Taxation		79664 Indirect Taxes
79266 Administrative Law II		22366 Legal Regulation of the Economy 22366 Administrative Law II
22522 Auditing	29047 Auditing I – BA427	22401 Auditing 22506 Auditing I 22401 Auditing I 22143 Auditing & Internal Control I 31406 Auditing

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
22320 Financial Accounting I		31305 Accounting III 22301 Financial Accounting III 22405 Financial Accounting IV
22421 Management Accounting II	29060: Cost Accounting 1 – BA421 and Cost Accounting 2 - BA422	31505 Financial Accounting V 22406 Management Accounting B and 22501 Management Accounting C 32408 Management Accounting II
79462 Revenue Law		22463 Taxation I 22231 Taxation 22232 Taxation I 34401 Revenue Law 22564 Taxation II 22233 Taxation II
79466 Trade Law		22466 Trade Practices Law
79270 Industrial and Labour Law		22468 Labour Law I 79268 Labour Law
79411 Advanced Companies and Securities Law		22150 Company Law II 22510 Advanced Companies and Securities Law
22512 Advanced Auditing Techniques		22730 EDP Control & Audit
22565 Business Information Systems II	31525 Systems Analysis Management Information Systems	31124 Systems Analysis 31125 Systems Analysis 22565 Information Systems
22521 Management Accounting III		22601 Controllership 22155 Controllership 22508 Controllership
22520 Financial Accounting III		22608 Corporate Reporting: Professional and Conceptual Issues 22508 Issues in Corporate Reporting and 22613 Corporate Reporting and Auditing 31605 Accounting VI
22319 Issues in Financial Statement Analysis		22319 Financial Accounting III
22610 Accounting for Insolvency		22610 Termination Accounting 22610 Termination Accounting & Executorship
79260 Property Law I		22600 Commercial Law III 22660 Property Law I
22661 Advanced Labour Law		22661 Labour Law II

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
22663 Advanced Income Tax		22363 Taxation III 22663 Taxation III
22730 EDP Control & Audit	22512 Advanced Auditing Techniques	22730 Auditing & EDP
22732 Law for Administrators	22365 Administrative Law I	
22733 Companies and Securities Law		22713 Legal & Economic Environment of Business 22733 Company Law and Regulation
22741 Marketing Legislation in Australia	22262 Marketing & Consumer Protection	
25110 Microeconomics	29042 Microeconomic Theory – EC457 and Principles of Economics – EC213	23105 Microeconomics 23207 Microeconomics 23207 Microeconomic Theory 23102 Economics II 32201 Economics II
25209 Macroeconomics	Principles of Economics – EC214 and Macroeconomic Theory & Policy – EC475	23106 Macroeconomics 23101 Economics I 23204 Macroeconomics 32301 Economics III
25309 Macroeconomic Policy	29064 Macroeconomic Theory & Policy – EC475 and EC476	23308 Macroeconomic Policy 23308 Advanced Macroeconomic Policy 23103 Economics III
25210 Microeconomic Policy		23310 Microeconomic Policy 21114 Economics IV 23104 Economics IV 23309 Advanced Microeconomics 23104 Economics IV
23401 Comparative Economic Systems	29022 Comparative Economic Systems – ED450 and ED45I	
25303 Industry Economics	29077 Industrial Organisation – EC461	23402 Industry Economics
25322 Comparative Economic Systems		23401 Comparative Economic Systems
25305 Labour Market Economics	29045 Labour Economics – EC427 and Labour Problems – EC425 ASB Labour Econ for Bus Economist	23403 Theory & Application of Labour Economics 32302 Labour Market Economics
25315 International Economics	29078 International Economics EC440 and EC441	23406 International Economics 32601 International Business Economics

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
25702 Business Forecasting Methods	Introduction to Econometrics – EC383 and Econometrics – EC483	23408 Advanced Topics in Applied Economics 23412 Business Forecasting
24105 Principles of Marketing	29074 Marketing – BA312	24201 Principles of Marketing 21107 Principles of Marketing 24301 Principles of Marketing 36403 Marketing for Managers
24202 Buyer Behaviour	29067 Consumer Behaviour – BA476	24302 Consumer Behaviour 36605 Consumer Behaviour
24203 Quantitative Analysis in Marketing		24305 Quantitative Analysis in Marketing
24205 Sales Management		24410 Industrial Marketing
24303 Distribution Channels		24732 Distribution Channels
24309 Fundamentals of Marketing Research		24403 Marketing Research 24403 Fundamentals of Marketing Research 36504 Research for Marketing Problems
24331 Marketing Decision Models		24512 Marketing Decision Models
24430 Applied Marketing Research		24503 Applied Marketing Research
24404 Sales Administration	29025 Sales Management – BA475	
24220 International Marketing	29026 International Marketing – BA484 ASB International Marketing	36505 International Marketing 24507 International Marketing 24407 International Marketing
24210 Advertising Management	Management of Marketing Communications – BA473	24411 Advertising Management 24508 Promotional Management 24406 Promotional Management 11604 Advertising & Media Management
24415 Marketing Strategy	29020 Marketing Policy – BA472	24506 Marketing Management/ Strategy 36612 Marketing Planning & Implementation
24509 Physical Distribution Management	29052 Distribution Management – BA474	
24601 Contemporary Issues in Marketing Management	24510 Contemporary Issues in Marketing Management	
24730 Advanced Marketing Management	24730 Marketing Management	

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
24732 Distribution Channels	24303 Distribution Channels	
25314 Business Finance I	29027 Finance – BA313 and 20931 Financial Management BA 447 22141 Financial Management	21102 Finance I 21105 Finance II 25141 Financial Management I 31504 Corporate Finance 25301 Financial Management
25420 Applied Financial Management		25414 Business Finance II 25401 Financial Management & Policy 22141 Financial Management 25142 Financial Management II 31604 Advanced Corporate Finance
25607 Securities Markets Regulation		25450 Securities Market Regulation 25505 Securities Market Regulation
25503 Investment Analysis Portfolio Management	29072 Securities Analysis & Portfolio Management – BA443	25521 Investment Analysis & Portfolio Management 31502 Security Analysis & Portfolio Management
25421 International Finance Management	29048 International Financial Management – BA485 ASB International Financial Management	25531 International Finance 31603 International Finance 25515 International Finance
25741 Capital Markets		25741 Australian Money & Capital Markets
25304 Asian-Australian Economic Relations		23417 Asian-Australian Economic Relations
25306 Resource Economics		23311 Commodity Economics
25308 Financial Inst & Markets		25541 Financial Inst & Markets
25320 Underdeveloped Economy		32404 Underdeveloped Economy
25321 Socialist Systems		32405 Social Economic Systems
25330 Applied Business Economics		23602 Current Issues in Business Economy 25408 Current Issues in Business Economy
25409 Commercial Banking and Finance		22412 Commercial Banking and Finance
25201 Personal Investment		25415 Personal Investment

Current Subject	Current Equivalent Subject	Equivalent Subject Offered Previously
25502 Current Issues in Finance		25510 Current Issues in Finance
25522 Bank Lending		25601 Banking and Lending Practice
25606 Financial Time Series Analysis		25610 Financial Time Series

Attendance Patterns

The Bachelor of Business course may be completed on either a full-time or a part-time attendance pattern, or a combination of these. Typical attendance patterns are as indicated:

- * Full-time is three years (six semesters) usually undertaken at the rate of five subjects each semester.
- * Part-time is six years (12 semesters) usually undertaken at the rate of three subjects in one semester followed by two subjects the following semester.

Students may change their attendance pattern with approval from the faculty.

COURSE STRUCTURE

All students must complete at least 144 credit points obtained in 28 subjects, consisting of 13 foundation core subjects (five credit points each) and a common capstone subject (nine credit points). Students also undertake a major (50 credit points) and at least 20 credit points of electives (which may be chosen to make up a sub-major). Alternatively, students may choose a combined major of 70 credit points.

COURSE PROGRAMS

All subjects have a credit point value of five with the exception of 21609 Corporate Strategy which has a credit point value of nine.

Foundation Core

21125	Australian Business Environment
21130	Organisational Behaviour
22105	Accounting A
22115	Business Information Systems
24105	Principles of Marketing
25110	Microeconomics
26122	Business Statistics
79101	Law for Business
21215	Management and Communication Skills
22205	Accounting B
25209	Macroeconomics
25308	Financial Institutions and Markets
25314	Business Finance I

Capstone

21609	Corporate Strategy
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Major Specialisations

Students must undertake a major which consists of 50 credit points of study in a related area.

Accounting Major **

79267	Commercial Law
22320	Financial Accounting I
22321	Management Accounting I
79365	Company Law
79462	Revenue Law

22420	Financial Accounting II
22421	Management Accounting II
22520	Financial Accounting III
22521	Management Accounting III
22522	Auditing

Banking Major

79366	Banking Law
25406	Quantitative Techniques for Finance and Economics
25409	Commercial Banking and Finance
25410	Corporate Financial Statement Analysis
25416	Economics of Money and Finance
25420	Applied Financial Management
25422	International Banking
25503	Investment Analysis and Portfolio Management
	or
	Honours level equivalent
25522	Bank Lending
25620	Advanced Financial Instruments

Economics Major

25202	Business Forecasting
25210	Microeconomic Policy
25303	Industry Economics
25330	Applied Business Economics
25309	Macroeconomic Policy
25315	International Economics
25406	Quantitative Techniques for Finance and Economics
25416	Economics of Money and Finance
	plus two (2) of the following:
25304	Asian-Australian Economic Relations
25305	Labour Market Economics
25322	Comparative Economic Systems
25306	Resource Economics
25307	Public Finance
25320	Underdeveloped Economy

Finance Major

25406	Quantitative Techniques for Finance and Economics
25410	Corporate Financial Statement Analysis
25421	International Financial Management
25502	Current Issues in Finance
25503	Investment Analysis and Portfolio Management
	or
	Honours level equivalent
25506	Asset Pricing and Capital Market Studies
	or
	Honours level equivalent
25621	Financing Decisions
25605	Real Asset Investment and Management
	plus two (2) of the following:
25620	Advanced Financial Instruments
25420	Applied Financial Management
25202	Business Forecasting
25606	Financial Time Series Analysis

- 25607 Security Market Regulation *or*
 79366 Banking Law *or*
 79462 Revenue Law

Finance and Economics Major

- 25202 Business Forecasting
 25210 Microeconomic Policy
 25309 Macroeconomic Policy
 25406 Quantitative Techniques for Finance and Economics
 25421 International Financial Management
 25420 Applied Financial Management
 25416 Economics of Money and Finance
 25503 Investment Analysis and Portfolio Management
or
 Honours level equivalent
 25620 Advanced Financial Instruments plus one (1) of the following:
 25303 Industry Economics
 25304 Asian-Australian Economic Relations
 25305 Labour Markets Economics
 25306 Resource Economics
 25307 Public Finance
 25330 Applied Business Economics
 25322 Comparative Economic Systems
 25315 International Economics
 25320 Underdeveloped Economy

Management Major

- 21131 Operations Management
 21220 Business and Government
 21221 Organisation Design and Change
 21306 Employment Relations
 21321 Organisational Diagnosis and Evaluation
 21630 Managing Strategic Change
 plus four (4) subjects from one (1) of the following concentrations:
 Applied Psychology
 Business Management
 Communications Studies
 Human Resource Management
 Information Studies
 Leisure Management
 Operations Management
 Sports Management
 Tourism Management
 Training and Staff Development

Marketing Major

- 24202 Buyer Behaviour
 24203 Quantitative Analysis in Marketing
 24205 Sales Management
 24210 Advertising Management
 24215 Marketing Strategy
 24220 International Marketing
 79211 Law for Marketing Management
 24309 Fundamentals of Marketing Research
 24331 Marketing Decision Models
 24430 Applied Marketing Research

Combined Majors

Combined majors link together two appropriate major fields of study in 70 credit points of study. All subjects have a credit point value of five.

Combined Major in Accounting and Finance **

- 22320 Financial Accounting I
 22420 Financial Accounting II
 22520 Financial Accounting III
 22321 Management Accounting I
 22421 Management Accounting II
 22522 Auditing
 25406 Quantitative Techniques for Finance and Economics
 25621 Financing Decisions
 25506 Asset Pricing and Capital Market Studies
or
 Honours level equivalent
 25605 Real Asset Investment and Management
 79267 Commercial Law
 79365 Company Law
 79462 Revenue Law
 plus one (1) of the following:
 22521 Management Accounting III
 22319 Issues in Financial Statement Analysis
 25503 Investment Analysis and Portfolio Management
or
 Honours level equivalent
 25421 International Financial Management

Combined Major in Banking and Management

- 25406 Quantitative Techniques for Finance and Economics
 21131 Operations Management
 25420 Applied Financial Management
 21306 Employment Relations
 21220 Business and Government
 25503 Investment Analysis and Portfolio Management
or
 Honours level equivalent
 25409 Commercial Banking and Finance
 79366 Banking Law
 21311 Management of Service Operations
 21221 Organisation Design and Change
 21321 Organisational Diagnosis and Evaluation
 21630 Managing Strategic Change
 25422 International Banking *or*
 25410 Corporate Financial Statement Analysis
 25522 Bank Lending

Combined Major in Finance and Management

- 25406 Quantitative Techniques for Finance and Economics
 25621 Financing Decisions
 25506 Asset Pricing and Capital Market Studies
or
 Honours level equivalent

25605	Real Asset Investment and Management
25503	Investment Analysis and Portfolio Management or Honours level equivalent
25421	International Financial Management
21131	Operations Management
21220	Business and Government
21221	Organisation Design and Change
21306	Employment Relations
21321	Organisational Diagnosis and Evaluation
21630	Managing Strategic Change
21311	Management of Service Operations plus one (1) of the following:
25410	Corporate Financial Statement Analysis
25502	Current Issues in Finance
25620	Advanced Financial Instruments
Combined Major in Finance and Marketing	
25406	Quantitative Techniques for Finance and Economics
25621	Financing Decisions
25506	Asset Pricing and Capital Market Studies or Honours level equivalent
25605	Real Asset Investment and Management
25421	International Financial Management
25503	Investment Analysis and Portfolio Management or Honours level equivalent
24202	Buyer Behaviour
24210	Advertising Management
24205	Sales Management
24309	Fundamentals of Marketing Research
24220	International Marketing
24331	Marketing Decision Models
24215	Marketing Strategy plus one (1) of the following:
25620	Advanced Financial Instruments
25410	Corporate Financial Statement Analysis
25502	Current Issues in Finance

Note that 25406 Quantitative Techniques for Finance and Economics will be an acceptable prerequisite in lieu of 24203 Quantitative Analysis in Marketing, for 24331 Marketing Decision Models and 24309 Fundamentals of Marketing Research for students in this combined major.

Combined Major in Marketing and Management

21306	Employment Relations
24202	Buyer Behaviour
24309	Fundamentals of Marketing Research
24210	Advertising Management
24205	Sales Management
21131	Operations Management
21221	Organisation Design and Change
21321	Organisational Diagnosis and Evaluation

21630	Managing Strategic Change
21343	Quantitative Management
24220	International Marketing
24331	Marketing Decision Models
24215	Marketing Strategy
21220	Business and Government

Sub-Majors

Sub-majors involve 25 credit points, at least 15 credit points of which must be additional to the foundation core or the relevant major.

Accounting (for non-Accounting Majors only)
Accounting for Small Business (for Accounting Majors only)

Advertising Management (for Marketing Majors only)

Applied Psychology (for non-Management Majors only)

Banking

Business Information Systems

Business Law (Faculty of Law)

Communication Studies (Faculty of Social Sciences)
Economics

Finance Law

Financial Management

Human Resource Management (for non-Management Majors only)

Information Studies (Faculty of Social Sciences)
Insurance

Insolvency

International Business

International Marketing

Leisure Studies

Management (for non-Management Majors only)

Operations Management

Public Relations

Professional Accounting Practice (for Accounting Majors only)

Sports Management

Taxation Law (Faculty of Law)

Tourism Management

****Professional Recognition**

Students successfully completing the Bachelor of Business with a major in Accounting or Accounting and Finance will have satisfied the requirements of the Institute of Chartered Accountants in Australia and the Australian Society of Certified Practising Accountants, with regard to entry requirements. However, students enrolling in 1993 and wishing to seek membership of the Australian Society of Certified Practising Accountants should be aware that from 1 January 1993 the Society will not accept for membership any student who has obtained a conceded pass in the following subjects (each subject has a credit point value of five):

22105	Accounting A
22205	Accounting B

22320	Financial Accounting I
22420	Financial Accounting II
22520	Financial Accounting III
22321	Management Accounting I
22421	Management Accounting II
25314	Business Finance I
22115	Business Information Systems
25110	Microeconomics
25209	Macroeconomics
26122	Business Statistics
22522	Auditing
79101	Law for Business
79267	Commercial Law
79365	Company Law
79462	Revenue Law

BACHELOR OF BUSINESS (HONOURS)

The Faculty of Business offers an honours program which provides an opportunity for advanced study in a subject area that corresponds with one of the current Bachelor of Business majors.

The common core consists of four subjects totalling 48 credit points, representing a common structure, with the content of the subjects determined by the School. The four core subjects are Advanced Theory; Research Methods; Readings for Thesis; and Thesis.

The honours program provides the ideal foundation for students who plan to pursue an academic career, or who plan to undertake a research degree, either Master (Hons) or PhD.

Admission Requirements

The program is demanding and students are required to attain a credit average in order to be eligible for admission. Currently because of the value placed on degrees with a strong research component, students enrolling in the honours program may be exempt from HECS.

Attendance Patterns

The minimum duration of the BBus (Hons) course is one year (two semesters) full-time and two years (four semesters) part-time.

ACCOUNTING

The honours program in accounting aims to provide students with the knowledge and skills to critically evaluate issues in accounting, with an emphasis on the development of the capacity for self-reflexivity and for independent work and research. Students are given groundings in research skills (Research Methods in Accounting) necessary for the critical evaluation of recent empirical studies in accounting (Advanced Theory in Financial Accounting/

Management Accounting/Taxation)* and for carrying out their own accounting research (Readings/Thesis in Accounting). The latter forms a major component of the program.

*Note: students choose from two of the three Advanced Theory subjects.

Full-Time Program

Semester 1

22901	Research Methods in Accounting
22902	Advanced Theory in Financial Accounting
22903	Advanced Theory in Management Accounting
22904	Advanced Theory in Taxation
22905	Readings in Accounting

Semester 2

22906	Thesis in Accounting
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Part-Time Program

Semester 1

22901	Research Methods in Accounting
22902	Advanced Theory in Financial Accounting
22903	Advanced Theory in Management Accounting
22904	Advanced Theory in Taxation

Semester 2

22902	Advanced Theory in Financial Accounting
22903	Advanced Theory in Management Accounting
22904	Advanced Theory in Taxation
22905	Readings in Accounting

Semester 3

22906	Thesis in Accounting
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Semester 4

22906	Thesis in Accounting
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FINANCE AND ECONOMICS

The honours program in Finance and Economics is intended to develop students' intellectual skills and their knowledge of finance and economics to a level where they can become informed consumers of the research literature, and also have the capacity to undertake their own research. The research component of the degree consists of training in research methodology and statistical analysis, together with the completion of a thesis.

Full-Time Program

Semester 1

25911	Advanced Business Forecasting
25913	Advanced Microeconomics
25914	Honours Seminar in Finance and Economics
25912	Advanced Macroeconomics

Semester 2	
25902	Advanced Corporate Finance
25901	Futures and Options
25916	Thesis in Finance and Economics

Part-Time Program

Semester 1	
25911	Advanced Business Forecasting* <i>or</i>
25914	Honours Seminar in Finance and Economics*
25913	Advanced Microeconomics

Semester 2	
25902	Advanced Corporate Finance
25901	Futures and Options

Semester 3	
25911	Advanced Business Forecasting* <i>or</i>
25914	Honours Seminar in Finance and Economics*
25912	Advanced Macroeconomics

Semester 4	
25916	Thesis in Finance and Economics

* Part-time students are able to choose whether they take Advanced Business Forecasting before the Honours Seminar in Finance and Economics or vice-versa. Students who wish to immediately improve their econometrics should take the Advanced Business Forecasting course first, while students who wish to immediately start planning their thesis should take the Honours Seminar first.

MANAGEMENT

The honours program in management aims to enhance students' knowledge and skills in the area of management, with an emphasis on the development of the capacity for independent work and research. The major component of the program is a thesis which is a report on a piece of original research carried out by the student which provides 50% of the final assessment. Other subjects provide instruction on the relevant research methods and on the writing of a formal research proposal. A further subject allows students to study in depth a number of topics of their own choosing which are not directly related to the topic of the thesis.

Full-Time Program

Semester 1	
21901	Research Methods in Management
21902	Advanced Theory in Management FT
21903	Readings for Thesis in Management

Semester 2	
21904	Thesis in Management FT

Part-Time Program

Semester 1	
21901	Research Methods in Management
21906	Advanced Theory in Management PT

Semester 2	
21903	Readings for Thesis in Management
21906	Advanced Theory in Management PT

Semester 3	
21905	Thesis in Management PT

Semester 4	
21905	Thesis in Management PT

MARKETING

The honours program in marketing should be taken by recent graduates who wish to enhance their knowledge of current marketing literature and research areas. After graduation students can expect to have a strong foundation to pursue further thesis-based degrees in marketing or opt for a career as independent researchers/consultants.

The honours program is equally divided between closely guided instruction such as coursework and tightly supervised independent research. The aim of this structure is to instruct the student in critical literature analyses and practical application of models and theories.

Full-Time Program

Semester 1	
24901	Advanced Theory in Marketing
24902	Research Methods in Marketing
24903	Readings for Thesis in Marketing

Semester 2	
24904	Thesis in Marketing FT

Part-Time Program

Semester 1	
24901	Advanced Theory in Marketing
24902	Research Methods in Marketing

Semester 2	
24902	Research Methods in Marketing
24903	Readings for Thesis in Marketing

Semester 3	
24905	Thesis in Marketing PT

Semester 4	
24905	Thesis in Marketing PT

BACHELOR OF BUSINESS/BACHELOR OF LAWS

A joint degree program of BBus/LLB was introduced in 1990 with some revisions for students commencing in 1993. Transitional arrangements for students re-enrolling in 1993 have recently been approved. Details are available from the Faculty Office. Graduates of the joint degree program will possess the specialised knowledge which is required to serve the needs of the legal profession as well as relevant business professions.

The business component of the degree allows students to major in one of the specialisations of Accounting, Banking, Economics, Finance, Finance and Economics, Management, or Marketing.

The Law degree associated with the joint program satisfies the requirements of the Supreme Court of New South Wales for admission purposes, although it should be noted that the additional optional skills of the Legal Profession and Legal Ethics must be undertaken to satisfy admission to the Bar.

Admission Requirements

All programs are offered only to current HSC applicants who attain the HSC TER mark required for entry.

However, subject to an agreed quota, students who have completed the first or second year of the BBus course with a weighted average mark (WAM) at distinction level may apply to transfer to the BBus LLB course.

Attendance Pattern

The course is of five years duration undertaken on a full-time basis, although the law component may require attendance at evening classes.

COURSE STRUCTURE

Semester 1

70113	Legal Process and History *
70211	Law of Contract *
70311	Law of Tort *
70100	Skills: Legal Research and Writing
22105	Accounting A
25110	Microeconomics

Semester 2

70113	Legal Process and History
70211	Law of Contract
70311	Law of Tort
70200	Skills: Case Analysis and Statutory Interpretation
22205	Accounting B
25209	Macroeconomics

Semester 3

70212	Criminal Law
70312	Real Property
70400	Skills: Computerised Legal Research
21125	Australian Business Environment
22115	Business Information Systems

Semester 4

70411	Commercial Transactions
70611	Federal Constitutional Law
21130	Organisational Behaviour
26122	Business Statistics

Semester 5

70612	Administrative Law
70514	Family Law
70513	Succession
24105	Principles of Marketing
25308	Financial Institutions and Markets

Semester 6

70412	Corporate Law
70511	Equity and Trusts
25314	Business Finance I
21215	Management and Communication Skills

Semester 7

71114	Remedies and Restitution
71113	Insolvency
70600	Skills: Pleadings BBus major subject BBus major subject

Semester 8

71112	Conflict of Laws
70300	Skills: Conveyancing
70500	Skills: Drafting BBus major subject BBus major subject

Semester 9

71211	Evidence
71201	Skills: Alternative Dispute Resolution
70705	Skills: Litigation BBus major subject BBus major subject

Semester 10

71212	Revenue Law Law elective
70900	Skills: Moot BBus major subject

* Indicates full year subject.

DOUBLE DEGREE IN BUSINESS AND COMPUTING SCIENCES

Students initially enrol in the Bachelor of Business degree and take the computing sciences sub-major. On satisfactory completion of the business degree and the computing sciences sub-major, a student then applies to be admitted to the Bachelor of Science in Computing Science. On admittance, the sub-major and part of the business component is used in lieu of the requirement for external electives in the BSc.

BACHELOR OF MATHEMATICS AND FINANCE

The Bachelor of Mathematics and Finance is offered as both a three-year pass degree and a four-year honours degree. The course structure provides for an integrated program of study in mathematics, statistics, finance, economics, accounting, business law and computing.

The mathematical component of the degrees provides the necessary background for the mathematical and statistical techniques which are finding increasing usage in the management of large institutional portfolios in general, and the pricing and hedging of modern financial instruments such as futures and options, in particular. The finance and economics components provide students with the grounding in accounting, economics and finance necessary to understand and become practitioners in Australia's evolving financial system.

Students undertaking this degree will readily find employment with major financial institutions such as banks, insurance companies and government instrumentalities, all of which have a large unmet demand for graduates with sound training in both traditional finance and the mathematical aspects of modern portfolio management.

BACHELOR OF ACCOUNTING

The School of Accounting offers a three-year full-time cooperative education program in accounting. The course involves three years of full-time study, including two semesters full-time in industry. Students continue to study part-time while undergoing industrial experience. Business Projects subjects are specially designed to be undertaken cooperatively. The theoretical material is "fast-tracked" before the industrial experience program commences, followed by work-integrated project work.

The Bachelor of Accounting program is offered at the City campus (Haymarket) only.

Core Subjects

22105	Accounting A*
22205	Accounting B
22115	Business Information Systems
79101	Law for Business
25110	Microeconomics
24105	Principles of Marketing
26122	Business Statistics
79267	Commercial Law
22320	Financial Accounting I
22321	Management Accounting I*
79365	Company Law
25209	Macroeconomics
22565	Business Information Systems II
25308	Financial Institutions and Markets
25314	Business Finance I
22420	Financial Accounting II
22421	Management Accounting II
79462	Revenue Law
22520	Financial Accounting III
22521	Management Accounting III
79606	Advanced Revenue Law

Business Project 1

(Industrial Experience Semester)

21030	Introduction to Business Project
22125	Accounting Experience I

Business Project 2

(Industrial Experience Semester)

21509	Corporate Strategy Project
22225	Accounting Experience II
22409	Auditing Project

* Fast-track studies

Electives and Sub-majors

Students may choose from sub-majors in:

Accounting for Small Business
Business Information Systems
Business Law
Financial Management
Insurance
Insolvency
International Business
International Marketing
Management
Professional Accounting Practice
Taxation Law

Alternatively students may choose their own combination of electives, subject to approval.

Professional Recognition

Students successfully completing the Bachelor of Accounting will have satisfied the requirements of the Institute of Chartered Accountants in Australia and the Australian Society of Certified Practising

Accountants, with regard to entry requirements. However, students enrolling in 1993 and wishing to seek membership of the Australian Society of Certified Practising Accountants should be aware that from 1 January 1993 the Society will not accept for membership any student who has obtained a conceded pass in the following subjects:

22105	Accounting A
22205	Accounting B
22320	Financial Accounting I
22420	Financial Accounting II
22520	Financial Accounting III
22321	Management Accounting I
22421	Management Accounting II
25314	Business Finance I
22109	Business Information Systems (Project)
25110	Microeconomics
25209	Macroeconomics
26122	Business Statistics
22409	Auditing Project
22125	Accounting Experience I
22225	Accounting Experience II
79101	Law for Business
79267	Commercial Law
79365	Company Law
79462	Revenue Law

BACHELOR OF ARTS IN HUMAN MOVEMENT STUDIES

The School of Leisure and Tourism Studies offers a Bachelor of Arts in Human Movement Studies. The degree was developed as a result of the significant demand for professionals able to provide physical activity services to all sectors of the community.

The course is focused on producing graduates with a strong understanding of the processes and mechanisms underlying human movement, and with the knowledge base and skill repertoire necessary to manage and plan human movement activities in the leisure and education contexts. The course will provide graduates with the necessary skills to gain initial employment in the human movement field as well as the analytical skills necessary for critical appraisal of developments in the field.

The program not only provides a substantial academic and professional grounding in human movement, but it also allows students to focus on a particular aspect of the field through specialisations in human movement science, fitness management, sports management and outdoor education.

Admission Requirements

Admission to the Bachelor of Arts in Human Movement Studies is available to students who have completed their secondary education in New South Wales and gained the Higher School Certificate, or

the equivalent qualification from another state, and mature age persons where preference will be given to people with vocational experience in the broad human movement field.

Admission with Advanced Standing

After admission to the School, students may apply to the Faculty Board for advanced standing in subjects in which they consider themselves eligible.

Equivalence of subject matter is the main criterion for the award of Advanced Standing in a subject successfully completed at another institution.

Attendance Patterns

The Bachelor of Arts in Human Movement Studies is taught on a full-time basis only. The normal time for completion of requirements is three years (six semesters).

Students will be required to attend evening classes as part of their program of study.

The Bachelor of Arts in Human Movement Studies is offered at the Kuring-gai campus only.

COURSE STRUCTURE

Students must complete at least 144 credit points over 28 subjects consisting of 24 core subjects of 124 credit points and 20 credit points of electives. All subjects have a credit point value of five except 27250 Professional Practice II which has a credit point value of nine.

Typical Full-Time Program

Semester 1

27129	Information Technology for Leisure and Tourism
27126	Leisure in Australia
27149	Performance Studies I
E8546	Chemistry
27125	Functional Anatomy

Semester 2

27106	Social Psychology of Leisure
27223	Mechanics of Human Motion
E8137	Human Biology
27150	Professional Practice I
27223	Leisure Program Planning

Semester 3

27316	Kinesiology
E8203	Human Physiology
27225	Leisure Research I
27611	Measurement and Development of Physical Ability
27249	Performance Studies II
27150	Professional Practice I (cont'd)

Semester 4	
27314	Leisure, Sport and Culture
27325	Leisure Research II
27330	Physiological Efficiency of Human Movement
27349	Performance Studies III Elective

Kinesiology Major

Semester 5	
27250	Professional Practice II
27331	Motor Learning and Control Elective
27449	Performance Studies IV

Semester 6	
27508	Biomechanical Efficiency of Human Movement Elective Elective
27549	Performance Studies V

Sports Management Major

Semester 5	
27250	Professional Practice II
22105	Accounting A Elective
21130	Organisation Behaviour

Semester 6	
27307	Administration of Australian Sport Elective Elective
24105	Principles of Marketing

Kinesiology Major – elective stream

Four of the following subjects: Administration of Australian Sport; Analytical Procedures in Exercise Physiology; Environmental Influences in Exercise Physiology; Exercise Prescription; Nutrition for Physical Activity; Outdoor Education I; Outdoor Education II; Prevention and Care of Athletic Injuries; Principles and Practices of Sports Coaching; Recreation Leadership; Sociology of Sport and Leisure; Sport Psychology; Water-Based Recreation.

* Other electives may be available.

Sports Management Major – elective stream

Four of the following subjects: Contemporary Management Practice; Introduction to Public Relations; Law for Leisure, Sport and Tourism; Accounting B; Leisure Facility Design; Leisure and Fitness Centre Operations; Leisure and Public Policy; Leisure and Tourism Planning; Sport Psychology; Sociology of Sport and Leisure; Principles and Practices of Sports Coaching.

* Other electives as advised.

BACHELOR OF ARTS IN HUMAN MOVEMENT STUDIES/DIPLOMA IN EDUCATION

Students wishing to undertake a career in the teaching of Health, Personal Development and Physical Education may undertake a fourth year of study leading to the award of Diploma of Education. Students undertaking this program complete the Bachelor of Arts in Human Movement Studies as described above and then undertake the Diploma of Education (Physical Education) as offered by the School of Teacher Education. Admission to the Diploma of Education may be subject to quota and therefore offered on merit.

BACHELOR OF ARTS IN LEISURE STUDIES

The Bachelor of Arts in Leisure Studies provides students with the knowledge and professional skills necessary to operate within the leisure industries. Graduates of this program develop theoretical knowledge and skills relevant to the organisation, researching, planning, administration, marketing and equitable distribution of leisure services. The degree prepares graduates for employment in various leisure industry sectors including community arts, natural resource management, community development, leisure marketing, tourism, commercial leisure and sports administration.

Admission Requirements

Admission to the Bachelor of Arts in Leisure Studies is available to students who have completed their secondary education in New South Wales and gained the Higher School Certificate, or the equivalent qualification from another state or country, **and** mature aged persons where preference will be given to people with vocational experience in recreation or a related field, **and** graduates from the Associate Diploma in Recreation with a credit (or equivalent) subject average, who will be granted automatic entry.

Admission with Advanced Standing

An applicant who presents qualifications additional to those required for admission may be granted advanced standing. It is anticipated that applications for advanced standing will come from the following sources:

Students who may have completed part or all of an Associate Diploma in Recreation (either at University of Technology, Sydney or from an interstate institution).

Students who have been enrolled in the Associate Diploma program prior to 1989 and who wish to apply for entry to the degree may

expect to be granted status in those subjects for which there is an equivalent in the revised Associate Diploma program. Any other subjects will be considered on their merit.

Students who may have completed part of the Bachelor degree program in Recreation at Charles Sturt University (Bathurst).

Students who may have completed part of a degree in a related area of study, notably Social Science or Business Studies, or part of a Leisure/Recreation degree offered by an interstate or overseas institution.

Students who have been employed in the leisure field, either in a formal capacity or by way of voluntary endeavour.

Applications for advanced standing are considered individually on their merits and students will be expected to provide supporting documentation. The granting of credit depends upon the degree of similarity to the nominated University of Technology, Sydney equivalent subjects, the level at which the subject was completed, and the length of time elapsed since completion of the subject.

Attendance Patterns

The Bachelor of Arts in Leisure Studies course may be completed on either a full-time or a part-time attendance pattern. The normal time for completion is three years (six semesters) or part-time equivalent. In special circumstances the Faculty Board may grant an extension of time to complete. Full-time students should be aware that they will be required to attend evening classes and part-time students may be required to attend day time classes as part of their program of study.

COURSE STRUCTURE

All students must complete at least 144 credit points covering 28 subjects, consisting of 22 core subjects and six elective subjects. All subjects have a credit point value of five except 27250 Professional Practice II which has a credit point value of nine.

The Bachelor of Arts in Leisure Studies is offered at the Kuring-gai campus only.

Typical Full-Time Program

Semester 1	
27129	Information Technology for Leisure and Tourism
27127	Leisure in Social Context
27126	Leisure in Australia
E2105	Developmental and Educational Psychology
25110	Microeconomics

Semester 2	
24105	Principles of Marketing
27314	Leisure, Sport and Culture
27106	Social Psychology of Leisure
27223	Leisure Program Planning
27510	Professional Practice I

Semester 3	
21130	Organisational Behaviour
27326	Leisure and Specific Populations
27225	Leisure Research I
22028	Accounting Practices Elective
27150	Professional Practice I (cont'd)

Semester 4	
27323	Leisure and Public Policy
27325	Leisure Research II
21613	Contemporary Management Practices Elective Elective

Semester 5	
27523	Leisure and Tourism Planning
27526	Leisure Theory
27250	Professional Practice II Elective Elective

Semester 6	
27606	Contemporary Issues in Leisure
27628	Law for Leisure, Sport and Tourism Elective
27250	Professional Practice II (cont'd)

Typical Part-Time Program

Semester 1	
27129	Leisure in Australia
E2105	Developmental and Educational Psychology
27129	Information Technology for Leisure and Tourism

Semester 2	
27106	Social Psychology of Leisure
24105	Principles of Marketing

Semester 3	
27127	Leisure in Social Context
25110	Microeconomics
21130	Organisational Behaviour

Semester 4	
27314	Leisure, Sport and Culture
27223	Leisure Program Planning
27150	Professional Practice I

Semester 5	
27326	Leisure and Specific Populations Elective
27510	Professional Practice I (cont'd)
Semester 6	
27323	Leisure and Public Policy
21613	Contemporary Management Practice
Semester 7	
27225	Leisure Research I
22028	Accounting Practices
Semester 8	
27325	Leisure Research II Elective
Semester 9	
27523	Leisure and Tourism Planning
27628	Law for Leisure, Sport and Tourism
27250	Professional Practice II
Semester 10	
	Elective
	Elective
27250	Professional Practice II (cont'd)
Semester 11	
27526	Leisure Theory Elective
Semester 12	
27606	Contemporary Issues in Leisure Elective

Electives

Electives may be chosen from other subjects offered within the School of Leisure and Tourism Studies or as approved by the Head of School.

BACHELOR OF ARTS (HONOURS) IN LEISURE STUDIES

The School of Leisure and Tourism Studies offers an honours program which is an extension to the BA in Leisure Studies. The program is designed to provide students with the resources to further develop and apply their research skills, and to pursue, in depth, special areas of interest. It is offered only at the Kuring-gai campus.

Specifically, the honours program aims to: (a) develop, at an advanced undergraduate level, knowledge of the phenomenon of leisure through the medium of research; (b) facilitate the completion of a substantive research thesis which focuses around theory, applied/professional issues or some combination of these; (c) provide a pathway of direct entry to the MA in Leisure Studies and more ready

(if not direct) access to Masters programs in allied areas such as environmental studies, social welfare or planning; and (d) make contributions to knowledge in the field of leisure studies.

Admission Requirements and Procedures

Admission to the honours program is open to students who have successfully completed the BA in Leisure Studies and who have maintained a credit average or better in the final two full-time semesters. Candidates for admission would also be encouraged to complete the BA in Leisure Studies subject, Leisure Studies Special Project. Admission is also open to students from other institutions who have undertaken degrees in Leisure Studies, Human Movement Studies, Tourism Studies or related areas. A credit average or better in the final two semesters of study is required.

Entry to the BA (Honours) via professional experience

In exceptional cases consideration will be given to applicants who have completed the BA Leisure Studies pass degree. These applicants may, within a period of three calendar years from their graduation, apply for admission to the honours program. In such cases where applicants may not fully have met criteria listed above, outstanding professional achievements will be taken into account. Each particular application in this category will be considered on its merits.

Attendance Patterns

The honours component of the BA Leisure Studies will normally be completed in one year (two semesters) full-time or two years (four semesters) part-time.

COURSE STRUCTURE

All students must complete three coursework subjects totalling 48 credit points, each of six credit points, and a major thesis of 30 credit points. Coursework subjects include the Honours Research Seminar and two elective subjects chosen from subjects available in the Graduate Diplomas in Leisure Studies, Tourism Management or other approved subjects.

The precise nature of each student's program will be determined in consultation with the Honours Course Coordinator. The aim will be to choose those subjects which will facilitate completion of the Honours Research Thesis.

Typical Full-Time Program

Semester 1	
27730	Honours Research Seminar Elective 1
27690	Honours Thesis
Semester 2	
	Elective 2
27690	Honours Thesis

Typical Part-Time Program

Semester 1	
27730	Honours Research Seminar Elective 1
Semester 2	
	Elective 2
27690	Honours Thesis
Semester 3	
27690	Honours Thesis
Semester 4	
27690	Honours Thesis

Both elective subjects may be completed in the first semester or they may be taken in separate semesters.

In special cases, a reading subject may be substituted for one of the taught elective subjects.

BACHELOR OF ARTS IN TOURISM MANAGEMENT

The Bachelor of Arts in Tourism Management was introduced in 1989. The curriculum focuses on producing graduates with a strong understanding of the distinctive features of tourism and the tourism industry, with the knowledge and range of skills which provide the flexibility to effectively manage in an environment of significant growth and change. The program also develops students' understanding of tourism as an increasingly important social phenomenon, in order to foster an appropriately critical approach to this field of study. It is available only at the Kuring-gai campus.

The Bachelor of Arts in Tourism Management is distinctive in five respects:

It follows a broad and holistic approach to the study of tourism. Explicit coverage is given to all essential elements of the tourism phenomenon (including those which are non-industrial), and to the environments with which tourism interacts.

The program is interdisciplinary, making use of systems theory to create a framework for subsequent interdisciplinary description, analysis and inquiry.

The program gives full coverage to all of the tourism industry's sectors. The level and breadth of this approach enables students to develop a comprehensive awareness and understanding of tourism system elements and the tourism industry sectors' significant interrelationships. Within this approach, students are free to choose whether or not to specialise in any particular industry sector or other aspect of tourism.

The course has a practical hands-on industry operations component. This takes the form of a two-subject module with students choosing either the hospitality operations module or the travel and tourism operations module.

It has an industry experience component which includes a minimum 10 weeks of work experience during the course. Students are required to carry out a major industry related management project. These features ensure the program's tourism industry relevance.

Admission Requirements

Admission to the Bachelor of Arts in Tourism Management is available to students who have completed their secondary education in New South Wales and gained the Higher School Certificate, or the equivalent qualification from another state, and mature age persons where preference will be given to people with vocational experience in tourism or a related field.

Admission with Advanced Standing

After admission to the School, students may apply to the Faculty Board for advanced standing in subjects in which they consider themselves eligible. Equivalence of subject matter is the main criterion for the award of advanced standing in a subject successfully completed at another institution.

Attendance Patterns

The Bachelor of Arts in Tourism Management is taught on a full-time basis only. The normal time for completion of requirements is three years (six semesters).

Students will be required to attend some evening classes as part of their program of study.

In addition, students will be required to undertake a minimum of 10 weeks industry related work experience during the course.

COURSE STRUCTURE

Students must complete at least 144 credit points consisting of 24 core subjects and four elective subjects. All subjects have a credit point value of five except 27527 Tourism Studies Project which has a credit point value of 14.

Typical Full-Time Program

Semester 1

27128	Tourism Systems
27126	Leisure in Australia
27129	Information Technology for Leisure and Tourism
25110	Microeconomics
22105	Accounting A

Semester 2

27648	The Tourism Industry
27632	Tourist Behaviour
24105	Principles of Marketing
26122	Business Statistics
22205	Accounting B

Semester 3

27327	Tourism's Environmental Interactions
27644	Hospitality Operations I
27654	Hospitality Operations II <i>or</i>
27643	Travel and Tourism Operations I
27653	Travel and Tourism Operations II
27225	Leisure Research I
21130	Organisational Behaviour

Semester 4

27642	Tourism Services Marketing
27325	Leisure Research II
27323	Leisure and Public Policy
21613	Contemporary Management Practices Elective 1

Semester 5

27631	Tourism Management
27523	Leisure and Tourism Planning
27527	Tourism Studies Project Elective 2

Semester 6

27527	Tourism Studies Project (cont'd)
27628	Law for Leisure, Sport and Tourism Elective 3 Elective 4

Electives

Electives may be chosen from other subjects offered within the School of Leisure and Tourism Studies or as approved by the Head of School.

BACHELOR OF MANUFACTURING MANAGEMENT

The School of Management offers a three-year full-time cooperative education program in manufacturing management. The course involves three summer industry-based periods and six semesters of university subjects. The annual intake is 30 students.

There are several sponsorship options available: fully sponsored student scholarships; company cadetships; or day-release industry traineeships.

For HSC applicants a TER of at least 82 (1991) with 2-unit mathematics and 2-unit general English is required. For mature age applicants recognition of prior learning and education will be considered. All applicants will be required to attend an interview.

The Bachelor of Manufacturing Management program is offered at the Kuring-gai campus only. Further details are available from Graeme Sheather, Director, Manufacturing Management Program, School of Management, telephone (02) 330 5262 or 330 5442.

COURSE PROGRAM

The degree involves 30 subjects with a total load of 159 credit points and elective specialisation available through the industry-based training periods.

Core Subjects

21168	Australian Manufacturing in Perspective
21169	Reason Judgement and Ethics
21130	Organisation Behaviour*
23110	Business Economics
26122	Business Statistics*
31618	Manufacturing Management Information Systems
22116	Accounting and Financial Management
21215	Management and Communication Skills*
79213	Law for Manufacturing Management
21170	Workshop Technologies (TAFE)
24105	Principles of Marketing*
21171	Supervised Industry Practice I
23111	Finance for Manufacturing Management
47712	Environment and Waste Management
46601	Engineering Principles
46702	Introduction to CAD/CAM
21221	Organisation Design and Change*
24106	Advanced Marketing
21173	Business Development
21306	Employment Relations*
21179	Supervised Industry Practice II
21176	Quality Management Systems
21174	Product and Process Development
31612	Information Technology and Decision Systems
21177	Performance Management Systems
21175	Manufacturing Facilities Design
21178	Logistics and Distribution Resources Planning
21172	Strategic Manufacturing Systems I
21180	Strategic Manufacturing Systems II
21181	Policy Issues in Manufacturing Management

* Current subjects taught as part of either the core of the Bachelor of Business degree or the Management Major.

ASSOCIATE DIPLOMA IN COMMUNITY ORGANISATIONS

The School of Management offers an Associate Diploma in Community Organisations. This course provides those working in community organisations with knowledge and skills that will enable them to work more effectively and efficiently at the management tasks they currently perform, and to extend their ability to develop and manage other community projects or endeavours. The course is concerned with the management and coordination of community organisations, not with direct service delivery.

The course is offered in two stages with flexible, part-time study patterns. The course is offered at the Kuring-gai campus only. Further details are available from Sallie Saunders, Lecturer in Community Management, telephone (02) 330 5439.

COURSE PROGRAM

Stage 1

A compulsory core of 14 subjects with a load of 70 credit points is undertaken, usually at the rate of five subjects each year:

21150	Working in the Community Sector
21165	Setting up a Community Organisation
21152	Community Practice and Practitioners
21159	Government and Political Processes
21155	Funding
21167	Structures and Processes in Community Organisations
21153	Community Research I
21163	Promotion for Community Organisations
21161	Local Processes
21166	Social Inequalities
21160	Group Processes
21162	Personnel Practices
21156	Money Management I (Basic Accounting)
21157	Money Management II (Budgeting)

Stage 2

Students are provided with the opportunity to choose a program appropriate to their particular learning needs. It involves five elective subjects totalling at least 20 credit points and a six credit point capstone subject. Applicants must be working in a community organisation. Previous tertiary qualifications or completion of the Higher School Certificate is not necessary. Applicants with relevant past training may apply for appropriate exemptions.

SUBJECT DESCRIPTIONS

Key to subject numbers

Each subject number contains the following information:

First digit indicates Faculty

2 = Business

3 = Mathematical and Computing Sciences

4 = Engineering

5 = Social Sciences

7 = Law and Legal Practice

Second digit indicates School/Department within Faculty of Business

1 = Management

2 = Accounting

3 = Economics

4 = Marketing

5 = Finance and Economics

7 = Leisure and Tourism

Third digit generally indicates the level of subject in the course or prerequisite sequence. Postgraduate subjects are indicated by "7".

Guide to subject descriptions

The subject descriptions shown below indicate the subject code and name, the number of credit points for the subject (i.e. *3cp*), the duration of the subject, indicated as semester weeks, if applicable, and the number of formal contact hours each week (i.e. *four hpw*); for some subjects there may also be practical components off-campus, and this is indicated in the text. Also shown are the prerequisites or corequisites if any, the method of assessment and name of the subject coordinator, if known, and a brief outline of the content.

Prerequisites are subjects which must be completed before taking the subject to which they refer.

Corequisites may be completed before or be taken concurrently with the subject to which they refer.

21030 INTRODUCTION TO BUSINESS (PROJECT) (5cp)

This is an introductory management subject which is run on a cooperative basis whilst the student is on an industry placement. The subject aims to assist students in understanding the role of management and the business world. It combines a lecture content and a coverage of management theory with assignments involving the student's place of work. Topics covered include planning, organising, leading and controlling; SWOT analysis and quality control.

21125 AUSTRALIAN BUSINESS ENVIRONMENT (5cp)

A foundation subject which gives students an insight into Australian business organisations.

The context of Australian business and its historical development; the interaction of the national and international, social, political and economic forces in Australia and their impact on Australian business; the changing roles and demands upon managers both historical, contemporary and in the future.

21130 ORGANISATIONAL BEHAVIOUR (5cp)

Examines behaviour in organisations, theories which attempt to explain this behaviour and the implications of these theories for management practices.

An organisational analysis perspective is used to examine topics such as individual and group responses to organisational processes, motivation, conflict, power and control, culture, leadership, decision making, communication, and organisational change.

21131 OPERATIONS MANAGEMENT (5cp)

Develops an understanding of the workings of business operations and systems, as a base for discussion of various techniques for effectively managing operations functions.

Decision making in operations management product design and process planning including continuous flow process, job shop, batch flow, machine-paced and worker-paced line flow process, hybrid and other processes; matching process technology with product/market requirements; service operations management; operations management strategy including new technology management, management information systems, performance measurements; planning, scheduling, and controlling production including capacity planning, capacity control, service systems and scheduling personnel, process control (monitoring production schedules, JIT and Kanban techniques); materials management including nature and scope of materials systems, resource requirements systems, inventory replenishment policies (inventory management, MRP); current issues in quality and productivity management; current issues in human resource management.

21150 WORKING IN THE COMMUNITY SECTOR (5cp)

The objectives are to provide an innovative and structured means by which students can reflect upon themselves and society; to introduce the scope of the community sector; to explore the wider social, historical, and economic context in which the

community sector operates; to locate the organisation within that context and the worker within the organisation; to provide the individual students with opportunities to reflect on the forces and pressures operating on them, and ways they may respond.

21152 COMMUNITY PRACTICE AND PRACTITIONERS (5cp); prerequisite 21150 Working in the Community Sector

Investigates the origins of community protests and projects and the emergence of "community" as a challenge to increasing bureaucratisation and professionalisation; investigates the origins and philosophies of community-based services within large government departments; critically analyses the meanings of community practice as an alternative to other forms of provision; explores the nature of the relationships between community practitioners and members of a community; evaluates the impact of community practice and practitioners on recent social change.

21153 COMMUNITY RESEARCH I (5cp); prerequisite 21150 Working in the Community Sector

The objectives are to enable an understanding of research as a process of enquiry that has an applied dimension in community projects; to alert students to the social and political contexts of research for community projects; to examine the ethics of particular forms of research and research methodologies; to develop skills in simple research methods for the investigation of local issues and the development of locality profiles; to develop appropriate evaluation and monitoring techniques to apply to local projects.

21155 FUNDING (5cp); prerequisite 21150 Working in the Community Sector

Introduces students to the variety of sources of funds and ways of funding community endeavours; examines the way in which different sources of funds and ways of funding can shape the activities of the organisation being funded, particularly its relationship with clients/users; encourages students to view the process of approaching potential funding sources for funds as the establishment of a relationship between the organisation seeking funds and the organisation providing funds; reviews the fund allocation process of the major organisational source of funds, with particular emphasis on government organisations; teaches students ways of approaching sources for funds; explores by way of practical examples varieties of methods for charging for services and the implications of these for relationships with client/users; examines the variety of financial institutions which lend money for community endeavours, the forms of these loans, their implications and how to obtain them.

21156 MONEY MANAGEMENT I (BASIC ACCOUNTING) (5cp); prerequisite 21150 Working in the Community Sector

Introduces students to basic cash accounting – cash receipts/payments/petty cash/bank reconciliations/salary records; introduces students to the concepts of budgeting and fund accounting; develops skills and understanding of basic financial reports.

21157 MONEY MANAGEMENT II (BUDGETING) (5cp); prerequisite 21150 Working in the Community Sector

An introduction to the principles of basic accrual accounting, particularly as these relate to the balance sheet, statements of revenues and expenditure, assets and liabilities; develops skills in program budgeting; examines issues of financial management in the context of government funding, donations and fees for service.

21158 GOVERNMENT AND POLITICAL PROCESSES (5cp); prerequisite 21150 Working in the Community Sector

Explores with students the dynamics of the varied relationships that exist between ministers, parliamentarians, and public servants; develops students' understanding of government policy making and resource distribution processes, especially the budgetary process; gives students a clear understanding of the way responsibilities for providing welfare services have been divided between government organisations and, within these, between groups of service providers; examines closely the dynamics of the ways government organisations interact with non-government organisations; studies the ways in which government departments generate information and ways in which that information can be accessed by non-government groups; incorporates the variety of insights and understanding obtained elsewhere in the subject to develop lobbying skills.

21160 GROUP PROCESSES (5cp); prerequisite 21150 Working in the Community Sector

Develops an understanding of how people function in groups; identify the characteristics of an effective group; develops skills which will assist in the analysis of ineffective behaviour in groups; increases knowledge about how the behaviour of oneself affects the operation of the group to study the structures of community and power in groups; develops skills in negotiation and handling conflict; develops the ability to practice and apply the above knowledge and skills in special purpose groups such as committees and meetings.

21161 LOCAL PROCESSES (5cp); prerequisite 21150 Working In the Community Sector

Investigates the ways in which local processes have been theorised within sociology; develops in students an understanding of local communities as an arena for the expression of different interests; analyses case studies of community conflicts in order to illustrate why and how some interests are expressed and pursued while others are pushed aside and ignored; locates the sources of these interests in differing communities by examining local demography, industry and employment structures.

21162 PERSONNEL PRACTICES (5cp); prerequisite 21150 Working in the Community Sector

Teaches students aspects of the employment process relevant to community organisations; introduces students to those aspects of the industrial relations system (laws, institutions and organised interests) that bear upon and help shape employment practices in community organisations; develops students' capacities to recruit, train and manage volunteers, partly by reviewing aspects of the employment process identified above.

21163 PROMOTION FOR COMMUNITY ORGANISATIONS (5cp); prerequisite 21150 Working in the Community Sector

Introduces students to promotion and marketing of community organisations and programs; provides skills in identifying target groups and ensuring effective promotion to and communication from these; introduces students to the variety of media sources available for specific information and promotion purposes; enables students to assess the effectiveness of media usage in particular projects; develops a critical understanding of the role of various media in aiding or hindering the aims of community projects; analyses case studies of media usage in community projects.

21165 SETTING UP A COMMUNITY ORGANISATION (5cp); prerequisite 21150 Working in the Community Sector

Gives students knowledge of the ways in which organisations can be formed and the advantages and disadvantages of each; makes students aware of the various legal issues impacting on community organisations and of state and local government requirements; outlines the types of records that should be kept to enable the organisation to be efficiently managed and to fulfil the requirements of accountability i.e. a simple management information system; introduces the various issues that arise when forming an organisation, e.g. insurance, maintenance of property and equipment, location, lease or buy.

21166 SOCIAL INEQUALITIES (5cp);
*prerequisite 21150 Working in the
 Community Sector*

Analyses the manner in which inequality is part of the fundamental structuring of Australian society; traces the historical and economic sources of social inequality in Australian society; develops an understanding of present economic and social forces that maintain and change levels of inequality in Australian society; investigates schooling and the division of labour in Australian society for a perspective on social inequality; identifies disadvantaged groups within Australian society and promote an awareness of the social and economic difficulties they encounter; recognises that inequality is explained in different ways and that these explanations inform action; examines differing modes of intervention aimed at redressing social inequalities and their intended and unintended consequences.

**21167 STRUCTURES AND PROCESSES IN
 COMMUNITY ORGANISATIONS**
*(5cp); prerequisite 21150 Working in the
 Community Sector*

Reviews conventional forms of organisations within the community sector; investigates how certain organisational structures reinforce fundamental social divisions; examines the processes whereby organisations produce specific power structures, languages, expectations, divisions of labour and relationships; illuminates conventional organisational forms by examining alternative models and evaluating different approaches to organisational design; investigates alternative models of organisational design and their potential to establish more democratic relationships between workers, management committees and users; examines the additional difficulties in establishing and maintaining alternative forms of organisation and to develop skills in overcoming these difficulties.

**21168 AUSTRALIAN MANUFACTURING
 IN PERSPECTIVE (7cp); corequisite
 Industry Site Inspections**

Introduces students to the concepts and processes of management which have influenced the evolution of manufacturing in Australia and the international context. Gives an outline of the economic, political and legal institutions which have shaped the evolution of manufacturing enterprise in Australian history as well as developing an awareness of the factors which have circumscribed manufacturing and its management in the Australian context.

Students will develop a basis for research and analytical skills specifically appropriate to

manufacturing management, as this involves: the identification of different sorts of information resources for research purposes, the critical evaluation of different types of information, the practice of oral and written report presentation and the development of communication skills. They will use these skills when they participate in the industry site inspection project. This project includes a series of site inspection tours; interview and survey exercises with specified members of firms visited; documentary search of publicly available material and non-confidential internal reports of firms and preparation of an inspection tour report, and presentation of tour findings in either a seminar or debating forum. The project aims to familiarise students with the various sectors of Australian industry and expose them to the varying demands on managers operating in these sectors; and to help students understand the position of Australian manufacturers vis-a-vis their international counterparts both in the past as well as in the present.

**21169 REASONING, JUDGEMENT AND
 ETHICS (4cp); prerequisite 21168
 Australian Manufacturing in Perspective**

Introduces students to important varieties of reasoning, and to enables them to develop facility in constructing reasoned approaches to problems, and in critically analysing the proposals and arguments of others. The focus will be on a method of practical reasoning and judgement that will enable them to reach decisions, especially in conflict situations, with skill and self-confidence. Practical application of this method of reasoning and decision making will be made in the areas of ethics and social responsibility likely to be faced in manufacturing management.

Participants will be encouraged to develop understanding of variety of methods of reasoning and argument, and of conditions under which it is appropriate to use these; to gain facility in identifying, analysing, and evaluating arguments and major philosophical tradition; develop an understanding of the process of practical reasoning as understood by contemporary exponents of a major philosophical tradition; become more skilled in organising their own proposals and views in accordance with sound reasoning; become more skilled in using this method of reasoning in reaching decisions in the typical conflict situations arising in manufacturing management; make practical applications of these reasoning and decision-making skills in areas of ethical conflict, and so develop a methodology for dealing with complex ethical issues; gain insight into ways of implementing ethical decisions effectively and as harmoniously as possible.

**21170 WORKSHOP TECHNOLOGIES:
SKILLS PRACTICE (TAFE) (6cp)**

Students who have completed Industrial Arts at the HSC, or have an appropriate trade or certificate course qualification, may qualify for exemption from this subject. The aims are to acquaint students with the fundamentals and basic working knowledge of manufacturing workshop technologies; to develop an appreciation and basic level of competency in hand and machine controlled equipment, related operating techniques and tolerancing; to develop a level of personal confidence in dealing with trade and operator related functions; to understand the technical language of shop floor operations; through mixing with trainee apprentices to appreciate workplace culture and develop communication and interpersonal skills; to appreciate the requirements for team management of workshop projects.

Content covers a technical training program with instruction in the following basic trades: fabrication and welding; machining and turning; bench and mechanical fitting; sheetmetal work; industrial wiring; hydraulics/pneumatics; engineering drawing. In addition to the degree, students will also qualify for Certificates of Proficiency from the NSW Vocational Training Registry, for at least three trade areas.

**21171 SUPERVISED INDUSTRY
PRACTICE I (9cp); prerequisite all Year
I subjects**

The first industry training period is designed in a closely structured format to ensure academic rigour in the design of the learning material; consistency in the delivery and assessment components; comparability of educational experiences and assessment outcomes. The subject affords an opportunity for students to integrate their theoretical and disciplinary studies with current industry practices at an introductory level. This educational experience is central to the philosophy of the course, i.e. integration of the strategic manufacturing process. Students use a self-directed computer aided learning package to control their SIP experience, and will be assisted by a SIP course coordinator.

Content covers placement of student in host company; establish learning contracts; select topic/project assignments; allocate CAI (Computer-Aided Instruction) discs to students; conduct assignment according to flow chart; prepare and present a report to host company; a theory paper and critical debate; select subsequent topics/projects; repeat cycle for other topics. There is provision to focus the set of topic/projects investigated into specialised areas of functional and management concern, to achieve a major specialisation in the degree.

**21172 STRATEGIC MANUFACTURING
SYSTEMS I (6cp); prerequisite all Year
II subjects; corequisite all Year III
subjects**

This subject is complementary to the Business Development subject, and provides the manufacturing strategy contribution to linking business policy and company performance at an introductory level. How strategic priorities in quality, reliability, performance, product flexibility, delivery and price are achieved through action plans and programs and contribute to firm objectives, is the major focus of the subject and the course. The course is structured around the examination of a number of case study episodes of firms in different industry/market situations.

The introductory case studies require the student to grapple with uncertainty, reduce uncertainty through critical analysis, to apply reasoned judgement and make a decision and live with it. It is intended to provide maturity and intellectual growth by broadening a student's frame of reference through mastering increasingly complex situations in a systematic manner. The case study structure provides the format for integrating the disciplinary subject streams, plus opportunities for interrelating theory with practical experiences from the Industry Training Periods.

Content covers general background; industry, competition and the organisation; core concepts; product demand forecasting and master planning; principles of production; purchasing; physical distribution; maintenance management; the role and fit of packaged approaches; and business performance monitoring.

**21173 BUSINESS DEVELOPMENT (5cp);
prerequisite all Year I subjects;
corequisite all Year II subjects**

This subject is complementary to 21172 Strategic Manufacturing Systems I, and provides both the intellectual and applied framework for linking business strategy with manufacturing strategy. This aim is the key objective of the subject. The subject demonstrates how business strategies, related to cost leadership and market differentiation, are developed by the corporation in conjunction with competitive strategic priorities for manufacturing such as price, flexibility, delivery, and service. The manner in which action plans and programs to implement these strategies are developed and evaluated is also addressed. Given the focus of world class manufacturing, particular emphasis is placed on value creation for competitive internationalisation of the firm.

Course content covers the topics of determining strategic direction; value creation; enterprise focus; internationalisation; company performance; and business planning.

21174 PRODUCT AND PROCESS DEVELOPMENT (5cp); *prerequisite all Year II Subjects (21170 Workshop Technologies, 46601 Engineering Principles); corequisite all Year III subjects*

The focus of all Year III subjects is the contribution to the integration of management with the manufacturing process. Central to this integration is the simultaneous consideration of product and process design and development. The balancing of these requirements is referred to as concurrent engineering, and involves questions of product quality, economics of manufacturing, safety and environmental concerns, and choices of raw material, purchased parts and manufacturing processes. The concerns are all central to the implementation of a strategic manufacturing perspective for the firm.

The modularised course content covers product requirements; product engineering; concurrent engineering; and project design management in compliance with manufacturing strategy.

21175 MANUFACTURING FACILITIES DESIGN (5cp); *prerequisite all Year II subjects; corequisite all Year III subjects*

This subject introduces the students to the design, operation and overhaul of manufacturing facilities. It covers areas of plant layout, design, materials handling systems, assembly design – manual, robotic and hybrid, storage and retrieval systems, simulation and computerised manufacturing facilities, and maintenance. Special attention is paid to ergonomics for design and safety issues of workplace planning.

The modularised course content covers strategic and locational decisions; materials handling; computer integrated systems; ergonomics and safety; and preventative maintenance programs.

21176 QUALITY MANAGEMENT SYSTEMS (5cp); *prerequisite all Year II subjects; corequisite all Year III subjects*

Quality is the key factor in the successful performance of manufacturing operations and the non-manufacturing activities which support them. This subject aims to develop a clear understanding of the practical and managerial aspects of quality, including the fundamentals of Total Quality Management and its relationship to productivity. Students completing this course will have a sound

philosophical and practical basis for evaluating quality systems and quality and productivity improvement programs, as well as Total Quality implementation programs.

The course is divided into modules, covering the fundamentals of quality and productivity; total quality management; quality; and productivity

21177 PERFORMANCE MANAGEMENT SYSTEMS (5cp); *prerequisite all Year II subjects; corequisite all Year III subjects*

Provides an understanding of how to monitor and manage key performance indicators related to business operations, especially those related to linking business strategy with manufacturing strategy for productivity and quality objectives. Special attention is paid to “benchmarking for best practice”.

The course modules cover: master planning – forecasting and demand management; order entry and customer service systems; quality management systems; inventory management systems; pre-production systems; production engineering systems: production, planning and control systems (capacity management); financial control systems; activity based costing systems; human resource management – PRIMS; production activity control systems; benchmarking and validation of key performance indicators (KPI).

21178 LOGISTICS AND DISTRIBUTION RESOURCES PLANNING (5cp); *prerequisite all Year II subjects; corequisite all Year III subjects*

Introduces students to the total area of physical distribution and materials management; examines the principles of logistics management for controlling warehousing, distribution and inventory costs; designs and plans supply and distribution operations, and stock deployment levels; provides students with an understanding of the link between quality customer service, inventory management, cost minimisation and productivity maximisation strategies; familiarises students with computer-based inventory, warehouse, and materials handling equipment.

The modularised course content covers logistics in perspective; customer service and order processing; logistics networks; distribution systems planning; inventory management (stock levels and spare parts inventories); designing, costing, control and reporting procedures; warehouse and distribution centre management; work and staff planning; computer tools for logistics and DRP management.

21179 SUPERVISED INDUSTRY PRACTICE II (9cp); prerequisite s21171 Supervised Industry Practice I and all Year II subjects

The second industry training period is designed in a closely structured format to ensure academic rigour in the design of the learning material; consistency in the delivery and assessment components; comparability of educational experiences and assessment outcomes. The subject affords an opportunity for students to integrate their theoretical and disciplinary studies with current industry practices at an advanced level. This educational experience is central to the philosophy of the course, i.e. integration of the strategic manufacturing process. Students use a self directed computed-aided learning package to control their SIP experience and will be assisted by a SIP course coordinator.

Content covers placement of the student in host company; establishment of learning contracts; selection of topic/project assignments; allocation of CAI (Computer-Aided Instruction) discs to students; the conduct of an assignment according to flow chart; preparation and presentation of report to host company; a theory paper and critical debate; selection of subsequent topics/projects; repeat cycle for other topics. There is provision to focus the set of topics/projects investigated into specialised areas of functional and management concern, to achieve a major specialisation.

21180 STRATEGIC MANUFACTURING SYSTEMS II (6cp); prerequisite all Year II subjects; corequisite all Year III subjects

This subject is complementary to 21173 Business Development, and provides the manufacturing strategy contribution to linking business policy and company performance. How strategic priorities in quality, reliability, performance, product flexibility, delivery and price are achieved through action plans and programs and contribute to firm objectives, is the major focus of the subject and the course. The course is structured around the examination of a number of case study episodes of firms in different industry/market situations.

The advanced case studies require the student to grapple with uncertainty, reduce uncertainty through critical analysis, to apply reasoned judgement and make a decision and live with it. Leads to maturity and intellectual growth by broadening a student's frame of reference through mastering increasingly complex situations in a systematic manner. The case study structure provides the format for integrating the disciplinary subject streams, plus opportunities for interrelating theory with practical experiences from the Industry Training Periods.

Course content covers general background; i.e. industry, competition and the organisation; core concepts; product demand forecasting and master planning; principles of production; purchasing; physical distribution; maintenance management; the role and fit of packaged approaches; business performance monitoring

21181 POLICY ISSUES IN MANUFACTURING MANAGEMENT (6cp); prerequisite all Year II subjects; corequisite all Year III subjects

As a capstone subject, this subject provides the basis for integrating the material taught in the subject streams, the case studies and experiences gained from industry training. It provides students with opportunities for critical reflection on the course as a whole, and to relate disciplinary bodies of knowledge to industry practice.

Course contents covers: conclusion to disciplinary subject streams; review and critique of strategic models of the manufacturing process; review competencies and skills developed by students; review contemporary issues facing manufacturing management in Australia; preparation of students for employment (applications; presentation; interviews; curriculum vitae etc.).

21210 BUSINESS AND GOVERNMENT (5cp); prerequisite 21125 Australian Business Environment

The objectives of this course are to identify and understand the structure and functions of the three levels of government in Australia and the nature and significance of the role of the public sector as it impacts on business and commerce; develop insight into the complex interrelationship between business and government in Australia; and critically appreciate current and emerging issues and problems in business-government relations.

21215 MANAGEMENT AND COMMUNICATION SKILLS (5cp); prerequisite 21130 Organisational Behaviour

Develops an understanding of the nature of intra- and interpersonal competencies and their relevance to management and communication practices in contemporary organisational settings. Explores skill learning in order to establish a platform for continued development on the part of the student.

The nature of intra/interpersonal competence; contributions from modern communication theory; self-management skills; basic interpersonal communication skills; small group communication skills; organisational communication; interviewing skills; conflict management skills.

21221 ORGANISATIONAL DESIGN AND CHANGE (5cp); *prerequisite 21130 Organisational Behaviour*

Introduces the basic structural form of business organisations, and the influences which act upon the structural forms; discusses the importance of organisational change and the change process in organisations.

Basic structural forms of business; influence technology; environment strategy and size structure; power politics in organisations, organisation culture; organisational forms of the future; organisational change and change process.

21306 EMPLOYMENT RELATIONS (5cp)

Provides an understanding of the context of the employment relationship and how it is influenced by economic, legal, social, technological and political forces; develops in students an understanding of the causes, manifestations and results of industrial conflict from an employer and employee point of view; outlines the form and function of industrial relations institutions; introduces students to the basic aspects of managing workplace relations and develops effective skills in these areas.

Approaches to employment relations; development of employment relations in Australia; industrial conflict; form and function of Australian trade unions; role of employers; Federal and State industrial relations systems; wage determination; human resource planning; recruitment; selection and induction; training and development; appraisal and career planning; legal aspects of employee relations; participatory structure and decision making in the workplace.

21311 MANAGEMENT OF SERVICE OPERATIONS (5cp); *prerequisite 21215 Management and Communications Skills*

Examines the importance of the services sector to the Australian economy. It presents the challenges of designing, producing and delivering services and explores the managerial tasks faced by different types of service-producing organisations. The subject presents management tools and service concepts useful to service management and identifies the role services play in a manufacturing setting.

The significance of services in the economy; classification of services; the overlap of operations, marketing and human resources; the management challenges for different types of service businesses; analysis of delivery systems including location, layout and capacity; quality assurance; organisation behaviour and design issues for services.

21321 ORGANISATIONAL DIAGNOSIS AND EVALUATION (5cp); *prerequisite 21221 Organisational Design and Change*

Builds on the knowledge gained from studying Organisational Behaviour, Organisation Design and Change and related subjects, provides students with the practical knowledge and skills for diagnosing issues and problems, and evaluating planned changes in organisations.

It is expected that by participating in the course students will further develop their analytical skills and knowledge; become aware of the interpersonal processes that are an integral part of conducting a diagnosis or evaluation; learn how to select and apply a range of research methods and diagnostic instruments for gathering and interpreting information; and gain practical experience in organisational diagnosis or evaluation by participating in a group research project.

21343 QUANTITATIVE MANAGEMENT (5cp); *prerequisite 26122 Business Statistics*

The emphasis in the subject is on the practical value of Operations Research/Management Science techniques in assisting decision making in a business context. It uses up-to-date software packages for quantitative management and decision making.

Decision theory; waiting line models; linear programming and sensitivity analysis; network analysis (PERT/CPM); inventory models; forecasting; decision support systems; simulation techniques.

21407 STRATEGIC HUMAN RESOURCE MANAGEMENT (5cp); *prerequisite 21306 Employment Relations*

Students will be able to describe the development of Human Resource Management (HRM) as a field and explain how this development relates to HRM roles and problems; explain the concepts of strategic HRM and human resource planning and how they relate to business planning, in theory and in practice; describe and criticise suggested relationships between the organisation's external environment, stage of development, strategy, structure and HRM; explain the suggestions that have been made as to how training and staff development, career development and staff appraisal systems should be managed strategically; list and explain the major capabilities of a human resource information system.

The field of human resource management (HRM), including views on its evolution, roles that it can play within the organisation and critiques of HRM; human resource planning; alternative views of strategic HRM such as vision-driven organisational

transformation and issue-focused incrementalistic approaches; the concept of external-internal “fit” and its critics; changes in the environment of Australian organisations and their affect upon HRM; hypothesised relationships between HRM and types of external environments, stages of organisational development, organisational strategy, organisation structure; strategic approaches to managing HRM sub-fields such as training and staff development, career development and staff appraisal systems; computers and strategic HRM, including human resource information systems and expert systems.

21408 EMPLOYMENT RELATIONS SKILLS (5cp); prerequisite 21306 Employment Relations

Develops knowledge and skills in a range of practical or applied areas critical to effective performance in employee relations. Employee relations problem solving; evaluating strategic options; measuring employee relations initiatives; selection interviewing; counselling and disciplining; appraisal interviewing; negotiating to reach agreement; advocacy before industrial tribunals.

21409 ENTREPRENEURSHIP AND INNOVATION (5cp); prerequisite completion of semesters 1-4 of the full-time program, semesters 1-8 of the part-time program

Encourages students to consider entrepreneurial ventures as a serious career option and to analyse their interests and abilities in achieving such a goal; develops skills, attitudes and knowledge relevant to the successful launching and management of a new business venture; provides an understanding of the process of innovation and its function in creating business opportunity; gives students a methodology for and experience in the preparation of business plans, particularly those related to new ventures.

Personal preferences and skills audit; definition of entrepreneurship and characteristics of the entrepreneur; definition and explanation of the theory of innovation; entrepreneurship, theory and practice; the difference between an idea and a business opportunity; the business planning process overview; components of the business plan; business plan finalisation and presentation.

21410 QUALITY MANAGEMENT (5cp); prerequisite 26122 Business Statistics

Provides the basic framework for the understanding of quality and productivity issues in both service and manufacturing operations. The subject aims to develop a clear understanding of the practical and managerial aspects of quality, including the fundamentals of Total Quality Management and its relationship to productivity.

Topics include the fundamentals of quality and productivity; Total Quality Management; traditional concepts and modern definitions of quality; traditional quality control tools and techniques; quality standards and accreditation; performance measurement; productivity models and measurement; productivity management.

21423 BEHAVIOURAL SCIENCE RESEARCH METHODS (5cp)

Enables students to choose appropriate research designs and methods for their own projects, to gain practical experience in the use of some of these techniques, and to critically evaluate other people’s research. Topics include survey methods, including questionnaire construction, sampling, and data analysis, experimental and evaluation research, content analysis and systematic observation.

21424 COGNITIVE PROCESSES (5cp)

Provides students with an understanding of theories and research findings in human cognition and gives experience in carrying out experimental research in the area. Topics include perception, memory, decision making, concept formation, problem solving, creativity and language.

21425 INDUSTRIAL PSYCHOLOGY (5cp)

Students will learn the theories and techniques used by industrial psychologists in the assessment of jobs, job applicants, work environments and other work-related factors. Topics include job satisfaction, the use of ability, personality and other tests for assessing job applicants, job analysis and evaluation, and the work environment.

21426 PERSONALITY AND DEVELOPMENT (5cp)

Covers the individual differences that are important in the workplace and examines both early influences on the individual and changes through the life cycle. Topics include theories of personality, assessment of personality, situational factors, hereditary and early influences, adolescent and adult development, ageing and retirement.

21427 PSYCHOLOGY OF COMMUNICATION (5cp)

The social and psychological aspects of communication are examined in a broad range of situations. Situations covered include face-to-face conversations, group interaction, organisational communication, mediated communication like electronic mail and teleconferencing, and mass media.

21430 ADVANCED INDUSTRIAL RELATIONS (5cp); *prerequisite 21306 Employment Relations*

Provides students with up-to-date knowledge in the more strategically important areas of industrial relations. Government policy and industrial relations strategy; union policy, strategy and prospects; employer reform proposals; forms of co-determination; implications of equal employment opportunity and occupational health and safety legislation; changing role of the arbitration bodies; role of industrial relations practitioners in the business environment.

21503 ORGANISATIONAL INFORMATION (5cp); *prerequisite 22115 Business Information Systems*

Increase students' understanding of the role of information within modern organisations; the technologies currently available for information delivery and information sharing; and the behavioural and organisational factors that determine whether the information is used effectively.

Sources and types of organisational information; humans as information processors; systems that support organisational processes; expert systems and artificial intelligence; human-computer interfaces; integrated networks; messaging systems; support for groups; future developments.

21509 CORPORATE STRATEGY PROJECT (5cp); *prerequisite completion of all subjects to semester 4*

Corporate Strategy is a capstone subject which aims to integrate and consolidate much of the knowledge and skills acquired in diverse subject areas already studied and in the workplace whilst on attachment. With its emphasis on strategic planning and decision making, it enables students to appreciate the hierarchical nature of organisational objectives. It also demonstrates the inter-relationships between functional activities within organisations.

21591 INTERNATIONAL MANAGEMENT (5cp)

Allows the student to study a number of other management models and so assists a better understanding of the evolution of Australian management. At the same time it enables the student to gain a clearer understanding of doing business outside of the Australian environment.

The nature of international management and researching international management; variables determining management styles and practices; multinational and transnational corporations; international human resource management; evolution of Japanese management styles; management in a command

economy – People's Republic of China; the Four Dragons – Hong Kong, Taiwan, Korea, Singapore; K-type management; emerging NICs – India and Thailand; the Swedish model; Germany and co-determination.

21609 CORPORATE STRATEGY (9cp); *prerequisite completion of semesters 1-5 of the full-time program, semesters 1-10 of the part-time program*

Introduces responsible whole-business decision making at management level and higher. This includes an appreciation of cooperation in organisations and gives students a practical perspective on how the specialist subjects relate to each other.

Foundations of business activity; purpose and processes of corporate strategy; what really happens in boardrooms; developing and selecting strategy; power relationships; the business environment; change and strategy; implementing strategy in turbulent times; whole-business management.

21613 CONTEMPORARY MANAGEMENT PRACTICES (5cp); *prerequisite 21130 Organisational Behaviour*

Addresses a range of management practices appropriate to contemporary organisations. The subject provides students with an understanding of key aspects of current management practices including managerial relationships; intercultural management; leadership, status and power; negotiation; interviewing; team building; managerial audits; management information systems; and managerial ethics. Students explore a range of strategies for handling management issues, including competencies relevant to people, organisational structures, and international environments.

21624 APPLIED PSYCHOLOGY PROJECT (5cp); *prerequisites 21423 Behavioural Science Research Methods and at least two other Applied Psychology subjects*

Allows students to design, conduct and report on a research project of their own, to obtain greater knowledge in their chosen area of investigation, and to learn from the experiences of other project students. Topics are usually drawn from one of the applied psychology elective subjects that the student has studied previously.

21630 MANAGING STRATEGIC CHANGE (5cp); *prerequisite completion of all subjects to semester 5 of the full-time program, semester 10 of the part-time program*

Extends and develops the business student's understanding of strategic change. The primary

purpose is to explore the variety of strategic options available to organisations rather than to set up any prescription or blue print for action. Emphasis will be placed on the inevitability of change; the impossibility of accurate prediction of the extent or direction of the change and in consequence the overriding need of strategists within all organisations to be flexible in their strategy development; highlighting indeed the necessity for frequent performance reviews and contingency planning.

Factors influencing strategic choice – the need to prioritise environmental forces – the need to make specific decisions; maximising the return from people; strategy and social responsibility; strategy and social responsibility – ethics; strategy and growth; strategist as a change agent; detailed planning.

21901 RESEARCH METHODS IN MANAGEMENT (4cp)

An introduction to a variety of research methodologies and data analytic techniques, with a special emphasis on those which are relevant to the student's planned research to be undertaken in the subjects Readings for Thesis in Management, and Thesis in Management.

21902 ADVANCED THEORY IN MANAGEMENT (FULL-TIME) (16cp)

This is a readings and seminar subject, with students being allocated to supervisors within the School according to their specific topic areas. Students will also be required to attend and present papers to a graduate seminar. Students will be required to prepare three major papers, each of which will critically review the literature and evaluate recent trends and practices in an area not directly related to that chosen for the subjects Readings for Thesis in Management, and Thesis in Management. Empirical research is not required for this subject.

21903 READINGS FOR THESIS IN MANAGEMENT (4cp)

Provides the necessary groundwork for completion of 21904/21905 Thesis in Management. Students will be allocated to supervisors within the School according to the topic area and it is expected that a student will have the same supervisor for Thesis in Management. Students will be required to prepare a single written research proposal which will contain a literature review of the relevant area and the aims and research methodology of the study to be undertaken for Thesis in Management.

21904 THESIS IN MANAGEMENT (FULL-TIME) (24cp); prerequisite 21903 *Readings for Thesis in Management*

The major research component of the Honours program which will give students experience in the design, execution and reporting of an empirical research project. The topic and the student's supervisor will remain the same as for 21903 Readings for Thesis in Management.

21905 THESIS IN MANAGEMENT (PART-TIME) (24cp); prerequisite 21903 *Readings for Thesis in Management*

The major research component of the Honours program which will give students experience in the design, execution and reporting of an empirical research project. The topic and the student's supervisor will remain the same as for 21903 Readings for Thesis in Management.

21906 ADVANCED THEORY IN MANAGEMENT (PART-TIME) (16cp)

This is a readings and seminar subject, with students being allocated to supervisors within the School according to their specific topic areas. Students will also be required to attend and present papers to a graduate seminar. Students will be required to prepare three major papers, each of which will critically review the literature and evaluate recent trends and practices in an area not directly related to that chosen for the subjects Readings for Thesis in Management, and Thesis in Management. Empirical research is not required for this subject.

22028 ACCOUNTING PRACTICES (LEISURE SERVICES) (5cp)

To be able to list factors critical to the successful financial management of leisure services; to develop practical skills in keeping basic accounting records, preparing basic financial reports of the performance and position of an organisation and financial analysis; to be able to identify and use in managing on a day to day basis, the factors that are critical to continued funding of leisure services.

22105 ACCOUNTING A (5cp)

Establishes the basic concepts of accounting and introduces accounting as an integral part of organisations and market place interaction. Considers in terms of a conceptual framework the generally accepted ideas that underpin the practice of accounting; provides an ability to prepare accounting reports together with an understanding of the nature and quality of accounting information; introduces the use of accounting information for the purposes of accountability, decision making and control.

The content of this subject covers two broad areas:
(a) an introduction setting out the nature of

accounting and its relationships to financial and products markets together with double entry book-keeping's unique ability to record market activity; (b) the body of the subject dealing with the accounting process (journals to ledger), double entry book keeping, definition of the elements of financial statements, using control accounts, control of cash, using accrual accounting, inventory, non-current assets, preparation of financial statements and the so-called limitations of the historical cost model.

22115 BUSINESS INFORMATION SYSTEMS (5cp)

An introduction to computer technology and information systems concepts in a business setting to students who have had little or no prior experience in these areas. Students will examine concepts in relation to information systems in organisations; sociological issues emanating from the application and use of computer technology. Students will be exposed in a practical manner to the use and application of productivity software tools including comprehensive hands-on coverage of Lotus 1-2-3 spreadsheet program, Microsoft SQL database operations, and SAS statistics.

Topics covered include an introduction to computers and information systems; information systems in business; computer hardware and software; telecommunications; database management; information systems applications to office automation and transaction processing; decision support and expert systems; developing, planning, managing and controlling information systems.

22116 ACCOUNTING AND FINANCIAL MANAGEMENT (5cp)

Enables students to prepare, analyse and utilise accounting and financial information in decision making, particularly in the context of manufacturing organisations.

Specifically, the subject is designed to provide students with learning experiences which will enable them to appreciate the concept of accounting as an information system; develop skills in recording and processing accounting information; develop skills in the generation of accounting reports (outputs) to meet users' decision needs; develop skills in the analysis and interpretation of accounting reports; appreciate the contemporary financial accounting and reporting environment and the accounting standards setting process; understand methods available for evaluating alternative investment opportunities; understand the costs and benefits of alternative means of financing investments; appreciate the elements of computer-based accounting systems; appreciate the way in which the computer can be used as an aid in financial analysis

and investment evaluation; access relevant literature on accounting, finance and management.

Subject content covers the field and role of accounting; the books of account; income statement and balance sheet; management of resources; using basic accounting reports for analysis and decisions on financing; management accounting; absorption versus variable costing; cost volume profit relationships; the use of cost data for internal decisions; planning and controlling operations; new developments in cost accounting.

22125 ACCOUNTING EXPERIENCE I (2cp); prerequisites 22105 Accounting A and 22205 Accounting B

Introduces students to accounting principles and their application in practice; identifies the purposes and uses of accounting data; discovers the methods of recording, classifying, analysing and reporting financial data used in practice; ascertains the role of computing in these processes; ascertains and critically analyses the structure of the accounting system used in practice; analyses sub-systems of accounting, e.g. payroll, debtors, inventory.

22205 ACCOUNTING B (5cp); prerequisite 22105 Accounting A

Equips students with appropriate skills in the accounting techniques necessary to understand the format and content of financial accounting statements and to participate in a managerial capacity in the analysis of accounting information as it is used to facilitate decision making.

The topics in this subject cover areas in both financial and management accounting. The analysis of financial statements and projection of cash flows. The preparation of accounting reports for companies and partnerships. The development of relevant cost concepts used in costing systems that also facilitate product costing and the preparation of budgets. Accounting information as it aids the evaluation of performance as well as responsibility accounting will be covered.

22225 ACCOUNTING EXPERIENCE II (2cp); prerequisite 22321 Management Accounting I; corequisite 22421 Management Accounting II

Introduces students to management accounting principles and their application in practice; assists in identifying the purposes and uses of management accounting data; discovers the methods of recording classifying, analysing and reporting cost and revenue data used in practice; and their uses in ascertaining the role of computing in these processes.

This subject will give structured exposure to a number of important management accounting topics, such as accounting for divisions, departments and other responsibility centres, tax planning, factory accounting, accounting for inventories and changes in management accounting requirements in the light of changing technologies and increasing automation, e.g. JIT (Just-in-Time), TQC (Total Quality Control), CIM (Computer Integrated Manufacturing), FMS (Flexible Manufacturing Systems), and MRP (Material Requirements Planning).

22240 INTERNATIONAL ACCOUNTING
(5cp); prerequisite 22105 Accounting A

In a rapidly changing world environment, the significance of international accounting has grown substantially along with the expansion of international business activity and it is the objective of this subject to enable students to explore the complexity and the diversity of the international dimensions of accounting. They will be introduced to a range of issues with special reference to the comparative development of national accounting systems, international accounting standards and transnational reporting issues. While the subject covers a number of important areas, it will not only inform students about the major issues, ideas and development, but it will also stimulate further inquiry and debate.

Context of international accounting including the political, cultural and regulatory environment of multinational enterprises; comparative accounting systems of European countries, Japan and developing nations and the implications for disclosure and measurement practices; international financial reporting issues, accounting principles, and standards including proposals for uniformity; future trends in multinational enterprises and accounting standards.

22309 ACCOUNTING FOR OVERSEAS TRANSACTIONS (5cp); prerequisite 22205 Accounting B

Introduces students to the basic concepts underlying the variety of accounting issues involved in the recording and where necessary the reporting of overseas transactions. The subject will cover aspects of documentation, foreign exchange gains and losses, foreign exchange hedging, forward exchange contracts, accounting for the effects of overseas inflation financing overseas transactions and facilitation through government and non-government agencies. It will provide the skills and information needed to enable the accountant to advise clients on overseas transactions. It will also concentrate on the

accounting treatment of overseas transactions as distinct from a marketing or economic approach to the subject area.

Import/export documentation as a source of accounting data; implications of foreign exchange concepts on accounting treatment; accounting in foreign currency; accounting for the impact of foreign inflation; transfer pricing.

22319 ISSUES IN FINANCIAL STATEMENT ANALYSIS (5cp); prerequisites 22205 Accounting B, 26122 Business Statistics

Focuses on the relevance of financial accounting information to economic decisions such as investment and lending decisions including the use of statistical techniques for understanding the relationship between accounting numbers and accounting phenomena such as financial distress and corporate failures; and for understanding the behaviour of accounting numbers over time.

Objectives of financial accounting; sources of accounting information; introduction to accounting ratios; cross-sectional and longitudinal accounting studies; relationships of accounting numbers of share price behaviour, corporate financial distress, mergers and acquisitions activities and other corporate accounting phenomena.

22320 FINANCIAL ACCOUNTING I (5cp); prerequisite 22205 Accounting B

Provides students with learning experiences which will enable them to develop the necessary skills and knowledge to appreciate the environment of contemporary company financial accounting and reporting; describes and evaluates the role and functions of the legislature, regulators and professional bodies in shaping the form and content of the financial statements of companies; applies and evaluates the requirements of the Companies Code, stock exchange listing requirements and specific accounting standards in accounting for and reporting on corporate activity.

The contemporary environment of corporate accounting and reporting; accounting for company income tax; reserves and dividends; accounting for company liquidations; accounting for the acquisition of companies; equity accounting; cash flow statements.

22321 MANAGEMENT ACCOUNTING I (5cp); prerequisite 22205 Accounting B

Introduces the student to the basic concepts underlying management accounting in its historical development and its organisational setting. The objective is to introduce appropriate cost

terminology and a study of cost behaviour patterns in a variety of costing systems. Job/order costing, process costing and standard costing systems will be studied in depth as a foundation for subsequent management accounting subjects. Analysis of the cost-volume-profit model will allow the students to bring together the techniques developed in the subject and to apply them in a managerial decision context.

Introduction to management accounting; accounting for material, labour and overhead costs; job-order costing; process costing; standard costing; joint product costing; cost behaviour analysis; cost-volume-analysis; direct costing.

22409 AUDITING PROJECT (5cp);
prerequisites 22115 Business Information Systems, 22205 Accounting B, 79365 Company Law

Provides students with an understanding of the auditing process of obtaining evidence about the entity under audit, evaluating the evidence, making judgments and communicating those judgments to the interested parties. A major project will be used to develop skills in analytical review, internal control and risk analysis and systems based auditing in both EDP and manual environments. Other concepts covered in the project include audit objectives, evidence, documentation, materiality, audit planning, sampling and the development of audit programs.

Auditing theory, the legal and ethical environment in which auditing operates, the audit report and public sector audits will be presented in lectures.

22420 FINANCIAL ACCOUNTING II (5cp);
prerequisite 22320 Financial Accounting I

Develops the skills and knowledge necessary to understand, apply and evaluate, using a costly contracting perspective, the accounting standards, conceptual framework and related issues of contemporary accounting professional and academic interest.

Topics covered are as follows: an introduction presenting the extant accounting position on the nature and objectives of external financial reporting and the elements of the costly contracting viewpoint. Building on this will be a detailed examination of the character, definition and issues relating to the accounting for assets, equity, liabilities and income combined with the analysis of the statements of accounting concepts, accounting standards, accounting guidance releases, corporations law and stock exchange requirements used in Australia to regulate accounting activity.

22421 MANAGEMENT ACCOUNTING II (5cp); prerequisite 22321 Management Accounting I

Develops skills in the understanding and application of advanced techniques in cost determination, cost control, budgeting and costing systems. The subject also introduces a range of quantitative techniques in management accounting applications.

Financial control systems; cost-volume-profit analysis; the estimation of cost, revenue and profit functions; deterministic and probabilistic cost models; cost analysis and forecasting using regression analysis; budgeting – the budgeting process: objectives, procedures and issues; the master budget and sub-schedules; cash-flow forecasting and budgeting; capital budgeting and its integration into the master budget; cost and profit analysis under constrained conditions; management accounting applications of linear programming techniques; decision analysis and management accounting; decision making under uncertainty; information economics; the expected value of information; project costing and management – critical path method, project evaluation and review technique and management accounting; inventory management.

22515 COMPUTER-BASED ACCOUNTING (5cp); prerequisites 22205 Accounting B, 22115 Business Information Systems

Introduces students to the concepts of computerised accounting and the general operation of several microcomputer accounting packages; provides opportunities for students to become experienced in the installations and operation of accounting packages for the small business; enables students to evaluate and advise on their suitability of several accounting packages for a variety of small businesses.

Accounting framework for small business; hardware selection; several microcomputer accounting packages will be introduced; general ledger; stock and accounts receivable; accounts payable and cash books; comparison and evaluation of the major features of several accounting packages.

22520 FINANCIAL ACCOUNTING III (5cp); prerequisite 22420 Financial Accounting II

A capstone subject involving the theoretical/conceptual framework for the information content and disclosure requirements of contemporary corporate reporting.

Evolution of accounting thought and language; development of accounting principles and structure; nature and role of theory; theory construction and

verification in accounting; positive accounting theory and methodology; accounting information and securities markets; information asymmetry – creative accounting practices and insider trading information; accounting earnings and security prices; accounting disclosure regulation rationales; contracting process and agency relationships; role of accounting numbers - management compensation plans and corporate debt contracts; accounting and the political process; corporate accounting and culture; social accounting and additional disclosures.

22521 MANAGEMENT ACCOUNTING III
(5cp); prerequisite 22321 Management Accounting I

Provides students with an understanding of the functions of controllership and of the role of management control systems in organisations. The subject emphasises the development and application of analytical skills in identifying and solving a wide variety of problems in organisations.

The fundamental elements of organisations and the controllership function. Planning, organising, activating and controlling in manufacturing organisations, in discretionary expenditure centres and in service organisations. Motivational/behavioural aspects of the Management Control System. Current developments in manufacturing environments and practices, and their impact on the respective roles of management, the controller and other key parties in the organisation.

22522 AUDITING (5cp); prerequisites 22115 Business Information Systems, 22320 Financial Accounting I; corequisite 22420 Financial Accounting II

Provides students with an understanding of the role of auditors and auditing in providing assurances to diverse parties interested in the entity under audit, that the information presented about the entity is properly drawn up in accordance with prescribed criteria; of the economic and social context in which auditors and auditing operates; and of the conceptual issues of risk analysis and systems based auditing in both EDP and manual environments. Knowledge of the concepts which underpin the audit activities, e.g. internal controls, will also provide students with a framework for developing sound business practices.

Auditing theory; the audit report; public sector audits; legal and ethical environment; audit objectives; evidence; documentation; materiality; risk; audit planning; internal control; audit program; revenue and cash receipts cycle; audit sampling; computer based auditing; purchases and payments cycle; inventory cycle; payroll cycle; assets; equities and liabilities; ethics and accountability.

22565 BUSINESS INFORMATION SYSTEMS II (5cp); prerequisite 31224 Data Processing or 22115 Business Information Systems

Presents a basic set of tools and techniques that can be used by the analyst and designer. Information systems and the organisation; documentation; files concepts; implementation and testing; application package evaluation; overview of information systems.

22566 ACCOUNTING FOR SMALL BUSINESS I (5cp)

Develops the knowledge and skills required by accountants in dealing with the problems which are unique to their professional work in the small business sector. The subject will highlight and emphasise the practical matters associated with the initiation and growth of a small business.

Overview and requirements of establishing a business; economic business cycles growth and future; financing the business; accounting – records, control, costing and pricing; financial analysis and management; appraisals and acquisitions; taxation and tax planning; insurance and risk; planning and budgeting.

22567 ACCOUNTING FOR SMALL BUSINESS II (5cp)

Develops an understanding of the techniques used to analyse financial data for small business; to apply these techniques with the aid of microcomputers; and to develop integrated business plans to assist in the decision-making process in small businesses.

Outline and revision of basic spreadsheet terminology and function; data collection and analysis; cost-volume-profit relationships; budgeting planning models; financial budgeting; budgeting for cash flows and capital expenditure budgets; performance evaluation.

22568 BUSINESS SYSTEMS IMPLEMENTATION (5cp); prerequisites 22115 Business Information Systems, 22565 Business Information Systems II

Introduces students to the development and implementation of computer systems using COBOL. In an accounting and business environment COBOL is the most commonly used programming language used. The quality of the software developed and the efficiency of the development can only be fully appreciated if the user possesses a reasonable level of understanding of the language and its syntax. In addition, students will be introduced to data flow design and methodologies; copy-down structure design; structured programming and other program

design techniques. Test data specification and implementation procedures will be used for testing the program produced.

COBOL language history; concept of compilers; COBOL syntax, COBOL structure; program design; testing methods; top down implementation; structured programming techniques.

22606 INFORMATION SYSTEMS PROJECT (5cp); *prerequisites 22115 Business Information Systems, 22565 Business Information Systems II, 22568 Business Systems Implementation*

Builds on the knowledge gained by students in the two earlier subjects in information systems design and programming by means of a supervised implementation of an information systems project in an accounting/business environment. Advanced program design and structured techniques, team programming techniques will develop project management skills in the participants. In addition, systems software such as UNIX, MSDOS, VAX VMS software will be taught so that students will appreciate the problems of interfacing systems software at the application implementation level. A final segment will deal with a comparison of a range of programming languages used in systems. Specific emphasis will be placed on database systems such as PICK and UNIFY.

Structured design techniques; walkthrus; software engineering; database design; database implementations such as PICK and UNIFY; operating systems such as MSDOS, UNIX, XENIX, and VAX VMS.

22610 ACCOUNTING FOR INSOLVENCY (5cp); *prerequisite 22205 Accounting B*

Provides students with the accounting knowledge needed for businesses which are being liquidated; studies the characteristics and financial management mistakes leading to the failure of such businesses; and introduces students to the accounting requirements of deceased estates. Executorship; bankruptcy; the practice of termination accounting; case studies including financial management aspects of failed businesses.

22901 RESEARCH METHODS IN ACCOUNTING (4cp); *prerequisite admission to the Honours Program*

Acquaints students, first, with the nature of accounting theory and research and, secondly, equips students with the skills to carry out empirical research in accounting. Various schools of thought are covered from natural scientific (positive) accounting research, to interpretive and critical accounting research. Students are also taught how to design (true and quasi-) experimental research and

case study research, as well as how to conduct a survey. Students are also exposed to accounting research using the various approaches.

22902 ADVANCED THEORY IN FINANCIAL ACCOUNTING (8cp); *prerequisite admission to the Honours Program*

Introduces students to the current developments in financial accounting research. The issues considered are intended to provide students who are interested in conducting empirical research in financial accounting with the knowledge-base with which to conduct their own financial accounting research.

22903 ADVANCED THEORY IN MANAGEMENT ACCOUNTING (8cp); *prerequisite admission to the Honours Program*

Introduces students to the current developments in management accounting research. Various roles of management accounting in organisations and society are considered. Students who have taken this subject will acquire the knowledge-base essential to conduct their own management accounting research.

22904 ADVANCED THEORY IN TAXATION (8cp); *prerequisite admission to the Honours Program*

Introduces students to the current developments in tax laws. The subject is practice-oriented such that students who have taken this subject will be familiar with the relevant issues to be identified when confronted with a particular tax problem.

22905 READINGS IN ACCOUNTING (4cp); *prerequisite admission to the Honours Program*

The student is expected to work very closely with a supervisor to identify a research topic which will form the basis for the honours thesis. The student is expected to carry out extensive research in the library in order to be familiar with the specific research issues as well as the current developments in an area of concern to the students. The role of the supervisor is to provide students with the appropriate guidance in the development of a research proposal. The student is expected to write a thesis proposal of approximately 5,000 words (which can form the basis for the first part of the thesis) which is usually in the following format:

- Introduction to the research problem.
- Review of the literature.
- Statement of research objective.
- Statement of the research methodology and methods.
- Statement of the expected contribution to accounting knowledge.

22906 THESIS IN ACCOUNTING (24cp);
prerequisite admission to the Honours Program

The thesis is the most important component of the honours program since the course work and readings are mainly intended to prepare students to conduct empirical research on which the honours thesis in accounting will be based. Whilst the honours thesis is not necessarily expected to make a major contribution to accounting knowledge, it is expected to show the student's ability to grasp the relevant accounting issues, as well as the ability to conduct a "good" piece of social science research (what is a good piece of research very much depends on the methodology adopted).

23110 BUSINESS ECONOMICS (5cp)

Develops an understanding of basic economic theory and the link between the macro and micro economy; examines the effect of economic issues upon corporate behaviour and production decisions; develops an understanding of consumer behaviour and the market mechanism with regard to resource allocation and government macro and micro policy; applies economic theory to production and planning decisions within organisations with special reference to the manufacturing industry; examines the issues in the labour market and examine the effect that current restructuring may have on the Australian manufacturing industry in the context of achieving government aims of world class manufacturing; enables students to have a broad perspective on the contribution of economic theory to the place of the Australian manufacturing industry now and in the future, from both a domestic and international perspective.

Overview of the current state of the Australian economy; aggregate demand and supply; income determination; cost benefit; the monetary sector; money demand and supply; preferences and demand; how markets work; production and production decisions; corporate behaviour and regulation; factor markets; international perspective of Australian industry.

23111 FINANCE FOR MANUFACTURING MANAGEMENT (5cp); prerequisite all Year I subjects; corequisite concurrent with all Year II subjects

Introduces students to the essential concepts of financial decision making in a manufacturing environment. A study of the basic elements of financial decision making is central to the subject aim of providing minimum vocational and disciplinary competence for entry into a manufacturing career. It is an essential building block for later elements in the degree such as

decision support systems and strategic manufacturing policy.

Introduction to corporate finance; mathematics of finance; discount cash flow (DCF) techniques; financial statement analysis; break-even analysis; the investment decision; working capital management.

24105 PRINCIPLES OF MARKETING (5cp)

Develops an awareness and understanding of marketing concepts and how these concepts apply to profit and not-for-profit organisations. Provides the foundations from which a more advanced study of marketing may be pursued. Shows the relevance of the need for a marketing orientation in a dynamic and changing business environment. Allows students to test and apply marketing concepts in a dynamic simulated business environment. The simulation also highlights the need for group decision making for effective management. The subject also develops and enhances competence in the analysis of "real world" marketing problems.

The marketing concept; the marketing environment; buyer behaviour; market segmentation; elements of product planning; product life cycle and new product development; distribution; promotion and mass selling; personal selling; pricing strategy/financial assessment; marketing research/planning and controlling; international marketing.

24106 ADVANCED MARKETING (5cp);
prerequisites all Year I subjects and 24105 Principles of Marketing

Designed to enable manufacturing management students to understand the marketing systems and relationships critical to the manufacturing process. Students will gain an understanding of the inter-relationships between marketing and manufacturing through in-depth consideration of the marketing planning process. After this overview, specific marketing areas which impact manufacturing will be presented and discussed. These include: new product feasibility analysis (how to decide what to manufacture); customer relationship (how to develop and maintain an efficient distribution channel); purchasing (how to develop cost efficient and productive long-term relationships with providers of inputs of goods and services to production).

The marketing planning process – the marketing plan; the marketing system; end user relationships – new product feasibility analysis; marketing across international boundaries; customer relationships – distribution analysis; physical distribution management; sales force management; trade marketing; product recall programs; marketing communications; export marketing; supplier relationships – the purchasing process; buying and negotiating; logistics; tenders; selecting a supplier.

24202 BUYER BEHAVIOUR (5cp);
prerequisite 24105 Principles of Marketing

Introduces the student to the basic concepts, principles, and theories of buyer behaviour in the context of marketing both consumer goods and industrial goods. In examining buyer behaviour, viewpoints and insights established in the social sciences – psychology, sociology, social anthropology and economics – are applied to marketing. From this basis, a broad understanding of the intricacies of consumer behaviour is developed by examining the current theories and models in the buyer behaviour literature. The major objective is to provide students with a sound framework for analysing the complex processes involved in consumer interactions.

The consumer decision process; the social and cultural environment; the psychological foundations of consumer behaviour; high involvement decision processes; low involvement decision processes; public policy issues in buyer behaviour; the regulation and ethics of buyer behaviour.

24203 QUANTITATIVE ANALYSIS IN MARKETING (5cp); prerequisite 24309 Fundamentals of Marketing Research

Develops expertise in the application of quantitative methods relevant to the marketing profession. Introduction to decision analysis: marketing models in Lotus 1-2-3 exploratory analysis; sales forecasting; optimisation.

24205 SALES MANAGEMENT (5cp); prerequisites 24105 Principles of Marketing, 24202 Buyer Behaviour

Develops an understanding of the concepts and theories which guide the conduct of business in markets between organisations. Business-to-business buying and selling; management of interfirm relationships; negotiation; sales force management; distribution and network relationships development.

24210 ADVERTISING MANAGEMENT (5cp); prerequisite 24105 Principles of Marketing; corequisite 24202 Buyer Behaviour

Provides a theoretical framework for students to appreciate the interrelationship of the advertising function with the other functional areas of business. Develops and enhance decision making skills in advertising and sales promotion. Provides students with skills that will directly facilitate advertising and promotion effectiveness; develops students' ability to prepare and present reports to management.

Introduction to advertising and promotion management; marketing objectives applied to

advertising and promotion; target audience action objectives; communication objectives; creative strategy; promotion strategy; media strategy; current issues in advertising.

24220 INTERNATIONAL MARKETING (5cp); prerequisite 24105 Principles of Marketing

Introduces international marketing using the marketing concepts, and considers how marketing strategies are affected by environmental factors; students are expected to formulate strategies for international environments.

International marketing – nature – concepts; economic environment; cultural environment of political and legal environment; international marketing task; marketing intelligence; product decisions; pricing decisions; distribution decisions; promotion decisions; planning organisation.

24309 FUNDAMENTALS OF MARKETING RESEARCH (5cp); prerequisites 26122 Business Statistics, 24202 Buyer Behaviour

Examines the purposes and methods of marketing research. Nature role of marketing research; the research process of problem formulation; management and research; research design; experimentation in marketing research; questionnaire design; attitude measurement; primary and secondary data; the sampling process; probability vs no probability samples; sampling and research design; sample size determination; sampling/non sampling error; data collection procedures; the marketing research report; marketing information systems.

24331 MARKETING DECISION MODELS (5cp); prerequisite 24203 Quantitative Analysis in Marketing

Studies marketing management decision processes and procedures from a product manager's point of view. Specifically this will involve developing analysis skills to take a verbal description of a decision situation into a "computer-assisted" domain; developing insights into "modelling" a variety of product management decisions; familiarising students with current computer software and its application in product management.

Introduction to marketing models; tools for model development; stochastic model applications; deterministic model applications; forecasting – time series; marketing strategy models; new product models; consumer behaviour models; resource allocation models; market segmentation models; implementing marketing models in organisations.

24415 MARKETING STRATEGY (5cp);
prerequisite 24430 Applied Marketing Research

Develops the ability to apply decision-making skills to problems of marketing strategy; provides students with experience in developing marketing plans, understanding the ethical dimensions of marketing decisions, and to further the ability to identify, evaluate, recommend and implement long-term marketing strategies which will positively impact the profitability of the firm.

The marketing planning process; strategic marketing; environmental analysis; competitive analysis; competitive advantage; the marketing plan; marketing tactics; implementation of marketing decisions; advanced topics in marketing management; ethical and social responsibility dimensions of marketing decision making.

24430 APPLIED MARKETING RESEARCH (5cp); prerequisite 24309 Fundamentals of Marketing Research

Provides an opportunity for extensive and deep experience in the practicalities of working research. Group projects; computer exercise; developing liaison with client organisations; designing programs of research.

24510 ADVERTISING RESEARCH METHODS (5cp); prerequisites 26122 Business Statistics, 24210 Advertising Management

Teaches qualitative and quantitative methods of advertising research relevant to the development, testing, and evaluation of advertising campaigns. Advertising strategy research; advertising content research; ad testing; campaign evaluation (tracking) research.

24517 CONTEMPORARY ISSUES IN INTERNATIONAL MARKETING (5cp); prerequisite 24220 International Marketing

Builds upon and applies knowledge gained in International Marketing to specific conceptual and empirical issues in international marketing; increases awareness and improves understanding of issues beyond the scope of topics covered in traditional international marketing subjects.

Macro/macro concerns; the internationalisation of individual organisations, markets and nations; the globalisation of markets and its impact on Australian organisations; the internationalisation of marketing/business education; the multinational; the role of government; standardisation versus a days ration; less developed versus redeveloped countries; marketing and standardisation of life styles across

cultures; corruption; Australia's role; concepts, models of theories of consumer behaviour, political risk assessment; impact of culture; comparative marketing systems; life cycles of firms; growth and expansion; research methodologies; surveys – the reliability of measures.

24518 INTERNATIONAL MARKETING COUNTRY STUDY (10cp); prerequisite 24220 International Marketing

Broadens and develops students' awareness and appreciation of international marketing as well as developing practical skills in various international marketing research activities.

Comparative systems; frameworks for assessment of systems; secondary research sources; primary methods in international marketing; identification and evaluation of similarities and differences in the Australian and foreign environments; identification of opportunities; country visits - discussion with various trade bodies; collection and assessment of information; report writing.

24604 ADVERTISING PROJECT (5cp); prerequisite 24510 Advertising Research Methods

The overall objective is for students, who work throughout the semester in an advertising agency-like team, to gain experience in conducting a comprehensive advertising project for a real client. Conduct background research in response to client's brief; set specific objectives and formulate advertising strategy; create and test advertising and support promotion; select media; establish budget; present report to client.

24607 INTERNATIONAL MARKETING MANAGEMENT PROJECT (5cp); prerequisite 24220 International Marketing

The application of knowledge within a business organisation; students will develop a project proposal outlining the methodology for in-depth investigation of a particular problem; analyse primary and secondary data gathered from the client organisation and outside sources; prepare an oral and written report of approach and finding, in areas such as – entry strategies to foreign international markets, international product, pricing, promotion, distribution strategies, coordination and control of international marketing programs.

Project proposals; periodic progress reports; final written report; oral presentations.

24901 ADVANCED THEORY IN MARKETING (8cp); *prerequisite admission to the Honours Program*

An overview of the theoretical processes that underpin marketing as an academic and managerial function in society. Major alternative marketing paradigms are examined in an historical and contemporary framework.

24902 RESEARCH METHODS IN MARKETING (8cp); *prerequisite admission to the Honours Program*

Advanced theories and methods applied in marketing research. It provides a foundation for developing research topics, analysing their strengths and weaknesses as well as executing a research topic.

24903 READINGS FOR THESIS IN MARKETING (8cp); *prerequisite admission to the Honours Program*

Provides an opportunity to engage in structured literature review prior to selecting a thesis topic. Improve awareness of up-to-date research in marketing by exploring current research activities of recently published authors.

24904 THESIS IN MARKETING (FULL-TIME) (24cp), *prerequisites 24901 Advanced Theory in Marketing, 24902 Research Methods in Marketing, 24903 Readings for Thesis in Marketing*

An independent 20,000 word research report.

24905 THESIS IN MARKETING (PART-TIME) (24cp), *prerequisites 24901 Advanced Theory in Marketing, 24902 Research Methods in Marketing, 24903 Readings for Thesis in Marketing*

An independent 20,000 word research report.

25110 MICROECONOMICS (5cp)

Develops an understanding of microeconomic theory as a basis for further studies in business, an ability to analyse the operation of the economy and a capacity to predict the microeconomic consequences of economic events. Basic market theory; demand theory; elasticity of demand; short-run cost theory; short-run supply theory and long-run cost theory; resource market theory; perfect and monopolistic competition; oligopoly and monopoly; firm behaviour – theory of competition policy; theory of trade; market failure theory; income redistribution; industry policy; regulation.

25202 BUSINESS FORECASTING (5cp); *prerequisites 26122 Business Statistics, 25406 Quantitative Techniques in Finance and Economics*

Develops a sound practical understanding of a variety of forecasting models with the assistance of the university's spreadsheet and statistical software packages. Fundamentals of quantitative forecasting; smoothing methods; decomposition methods; simple regression; multiple regression; econometric models and forecasting; fundamental techniques and a comparison of methods.

25209 MACROECONOMICS (5cp); *prerequisite 25110 Microeconomics*

Develops an understanding of the fundamentals of macroeconomic analysis in theory and practice. Inflation and unemployment; aggregate supply and demand; national accounts; elementary income determination theory; interest rates and expenditure; the monetary sector; combining money and expenditure sectors; the balance of payments; prices, wages and the Phillips curve; stagflation.

25210 MICROECONOMIC POLICY (5cp); *prerequisite 25110 Microeconomics*

Shows how and why governments become involved in the private sector. Topics include the need for public regulation and/or control of business activity; microeconomic policy formulation; theory of firms and markets; restrictive trade practices; consumer protection; small business; industry policy; tariffs and structural change; foreign investment; resources policy.

25303 INDUSTRY ECONOMICS (5cp); *prerequisite 25110 Microeconomics*

Examines the behaviour of firms in concentrated markets with emphasis on Australian manufacturers. The industrial organisation model; goals of the firm in non-competitive markets; measures of market concentration and monopoly power; economies of firm size; barriers to entry; product differentiation and market competition; market structure and technological change; horizontal and vertical integration; conglomerate mergers; oligopoly pricing; research and development in Australia; the future of Australian manufacturing industry; firm performance.

25304 ASIAN-AUSTRALIAN ECONOMIC RELATIONS (5cp); *prerequisite 25209 Macroeconomics*

Analyses key Asian economies and their developing economic relations with Australia. Topics covered are developed economics: Australia and Japan; newly industrialised economies: first generation.

South Korea, Taiwan, Hong Kong and Singapore; newly industrialised economies: second generation economies; special cases: China.

25305 LABOUR MARKET ECONOMICS
(5cp); prerequisite 25209
Macroeconomics

Examines the market for labour in Australia and government involvement in the labour market. Introduction to the Australian labour market; theories of the labour market; key labour market issues in Australia today – unemployment, technological change, immigration, wage determination, trade unions, manpower planning, structural change and the deregulation debate.

25306 RESOURCE ECONOMICS (5cp);
prerequisite 25209 *Macroeconomics*

Provides an understanding of the operation of the agricultural and mining sectors of the Australian economy and reinforce understanding of micro-economic technique by applying them in these areas. The place of agriculture and mining in the Australian economy; theory of agricultural protection; futures markets; price and income support schemes and marketing boards; wool and beef; some agricultural cartels; sugar, eggs, wheat; benefit cost analysis; some mining industries: coal, uranium, iron ore, oil; Northern Territory Land Rights Act 1976; Government policy issues: tax, foreign investment, linkages; the effects of tariffs on mining and agriculture – the Gregory Theory.

25307 PUBLIC FINANCE (5cp); prerequisite
25209 *Macroeconomics*

Provides an understanding of the multiple economic objectives of the public sector and the trade-offs which have to be made; examines normative models of the public household; investigates the economic environment within which decisions are made; assists comprehension of ways of measuring public sector performance and to assess empirical results; further enhances students' skills in micro-economics. Secular growth of public expenditure; fiscal functions; public expenditure analysis; tax transfers, criteria and reform; public and foreign debt; and public enterprise economics.

25308 FINANCIAL INSTITUTIONS AND MARKETS (5cp); prerequisite 25209
Macroeconomics

Provides an understanding of the functioning of Australia's financial markets and institutions; develops skills in pricing financial securities and knowledge of synthetic financial instruments. Valuing financial instruments; the financial system and the Reserve Bank; introduction to banking; financial intermediation; interest rate determination;

financial market theory; foreign exchange market; futures; options and swaps.

25309 MACROECONOMIC POLICY (5cp);
prerequisite 25209 *Macroeconomics*

Within the context of "open economy models" to explain the behaviour of major macroeconomic variables; evaluate the current policy debates, and the performances of the policymakers; "forecast" the impacts of various policy and non-policy disturbances on the economy. Short-run output and price determination; micro foundations of aggregate demand, aggregate supply and price adjustment (including examination of the real business cycle, "New Classical" and "wage and price rigidity" models); introduction to macroeconomic policy.

25314 BUSINESS FINANCE I (5cp);
prerequisites 26122 *Business Statistics*,
22105 *Accounting A*; corequisite 25308
Financial Institutions and Markets

Introduces students to the essential concepts of financial decision making in a business environment. Consumption/investment decision; investment decision and techniques for evaluation; factors affecting investment; the concept of risk; the pricing of risk; investment decisions under risk; the financing decision; sources of finance, leasing; capital structure theories; dividend policy.

25315 INTERNATIONAL ECONOMICS
(5cp); prerequisite 25209
Macroeconomics

Provides an understanding of the principles and forces of international trade and capital flows and how this economic activity influences business and government decision making in Australia. Balance of payments; international monetary system and problems. Income, money and the balance of payments; economic policy in the short and long run; the Eurodollar market; international capital flows; economic assessment of opportunities and risk; evaluation of alternative economic models for international operation; economic evaluation and performance measurement in a complex international environment.

25320 UNDERDEVELOPED ECONOMIES
(5cp); prerequisite 25209
Macroeconomics

Aims to broaden students' economic perspective by exposing them to different economic systems in the process of development; to develop an understanding of the characteristics and problems of developing countries as a major part of the world economy; to increase proficiency in applied economic analysis; to provide greater understanding of the changes in the international economy; and to

further understanding of the recent development in Australia's Asia/Pacific region and the opportunities for Australian trade and investment that arise.

Theories of underdevelopment and the characteristics of underdeveloped countries; case studies, including China, Latin and Central America, and ASEAN; opportunities for the Australian economy in the Asia/Pacific region.

25322 COMPARATIVE ECONOMIC SYSTEMS (5cp); prerequisite 25209 Macroeconomics

Designed to introduce students to a comparative study of economic systems in capitalist, socialist and underdeveloped societies. It emphasises the implications for the Australian economy of contemporary changes in the international economy. Socialist economic systems; economic reform in the CIS; democracy and capitalism in eastern Europe; socialism and economic reform in China; the economics of the Third World; Australia and the Asian economy; the North American trading bloc; the European Community.

25330 APPLIED BUSINESS ECONOMICS (5cp); prerequisites 25209 Macroeconomics, 25314 Business Finance I, 22115 Business Information Systems

Demonstrates the application of economic principles to a range of practical management problems and issues of relevance to managers in the private and public sectors. Concepts and techniques of decision making. Information for management decisions; research methods; processing and presentation, the economics of MIS; the economics of strategic management; applied topics.

25403 THEORY OF GENERAL INSURANCE (5cp)

Aims to develop competence in the application of statistical and quantitative methods to the range of pricing of general insurance products and in the application of underwriting principles to the management of an insurance portfolio. Criteria for insurability; quantitative and statistical method; pricing and rating bases; portfolio mix; insurance portfolio management (portfolio definition, company strategy of sources of business, underwriting policy, claims, reinsurance, administration portfolio performance, business planning).

25404 LIFE INSURANCE PRACTICE (5cp)

Aims to develop an understanding of the legislature influences impacting on the life insurance industry, the business, underwriting and claims practices associated with the conduct of life insurance operations and the development of new life

insurance and related products now coming onto the market. Business environment and ethics; integration of actuarial, financial and marketing management; underwriting; claims management; management of intermediaries; administration of contracts; advanced application of life insurance; diversification of life offices.

25404 VENTURE CAPITAL FINANCE (5cp); prerequisite 25314 Business Finance I

Provides a good knowledge of the financial institutions and decision processes involved in financing a range of new ventures. The nature of the venture capital market and investment processes, and the growing number of financial institutions involved as venture capital suppliers; an analysis of the various types of new ventures appropriate for venture finance, including start-up, expansion and management buyout. The knowledge acquired will be relevant to students seeking employment in institutions such as trading and merchant banks, large corporations commercialising new products, and entrepreneurs developing businesses.

25406 QUANTITATIVE TECHNIQUES IN FINANCE AND ECONOMICS (5cp); prerequisite 26122 Business Statistics

Develops sound quantitative skills to enable students to enhance their understanding of financial and economic models. Students will be introduced to calculus, matrix algebra, regression and financial mathematics and appropriate applications.

25409 COMMERCIAL BANKING AND FINANCE (5cp); prerequisite 25314 Business Finance I

Introduces students to a broader view of changing banking environment; develops understanding of financial decision making in banking; introduces students to the relationship between finance theory and practice. Introduction to commercial banking; finance reports and bank performance; costs of funds and capital adequacy; risks of domestic banking; banks foreign exchange risks; managing bank risks; managing a bank's foreign exchange operations; liquidity management; bank's use of synthetic products; economics of banking operations; bank management and strategic planning.

25410 CORPORATE FINANCIAL STATEMENT ANALYSIS (5cp); prerequisites 25314 Business Finance I, 22205 Accounting B, 25406 Quantitative Techniques in Finance and Economics

Aims to enable students to grasp the importance of financial statement information in financial decisions; to equip students with the necessary analytical skills to discriminate the critical indicators

of a firm's current and future performance. Overview of the nature, availability and usefulness of financial and non-financial information; a guide to earnings quality; time series and cross sectional techniques of analysis; estimating future cash flows and other information from financial statements; and application of analysis to equities, bankruptcy prediction, credit rating, implementation of accounting standards, and takeover predictions.

25415 PERSONAL INVESTMENT (5cp)

Provides an understanding of the process and strategies of investing from the viewpoint of the personal investor and the personal investment adviser. Principles of investing; the market environment; analysis of investment alternatives : fixed interest securities; shares; property and collectables; options and futures, managed investments, insurance and superannuation; financial and investment planning.

25416 ECONOMICS OF MONEY AND FINANCE (5cp); prerequisite 25308
Financial Institutions and Markets

The primary objective is to develop in students an ability to practice as "money market economists". It is anticipated that successful participation in, and completion of, this subject will equip students to evaluate and/or to provide briefings to domestic money market dealers, and to provide inputs into the management of portfolio sector weightings.

Domestic and international flow of funds; daily variations in cash flows and the role of the Reserve Bank in the cash market; monetary analysis; influences on interest rates; monetary policy in Australia; theories of the demand for money; the effects of policy and non-policy disturbances in a fixed and flexible real wage open economy model.

25420 APPLIED FINANCIAL MANAGEMENT (5cp); prerequisite 25314 Business Finance I

Students are advised not to attempt this subject until they have made substantial progress in their studies. For a full-time student this subject would normally be taken in semester five.

Provides students with the opportunity to integrate, apply and extend their studies in finance, and/or economics, and/or banking, in a practical decision making setting. A major feature of the subject will be the use of a financial simulation and/or case study material. Each topic consists of a review of the subject material and the application of that material in the applied decision context of a computer simulation, or case study. Typically students will form teams representing the board of directors and executive financial management of a firm. They will

be responsible for decisions in production, procurement, pricing, credit management, inventory management, investment, financing and dividend policy.

25421 INTERNATIONAL FINANCIAL MANAGEMENT (5cp); prerequisites 25314 Business Finance I, 25308
Financial Institutions and Markets

Introduces students to the theoretical framework and the practical techniques associated with exchange rate exposure, differing socio-political environments, international accounting and taxation and capital raising alternatives. International financial management; mechanics and functions of foreign exchange markets; exchange rate determination and parity relationships; forecasting, measurement of foreign exchange risk; multinational working capital management; trade finance; financing foreign operations; long-term asset and liability; international taxation management.

25422 INTERNATIONAL BANKING (5cp); prerequisite 25314 Business Finance I

Develops an understanding and appreciation of sound and practical problems facing bankers when dealing in international markets and trade. The development of knowledge and organisational awareness within students in current theory and practice relevant to international financial institutions transactions. Introduction to international banking, lending, foreign trade, foreign exchange and effects on financial position; foreign exchange markets; international financial relationships; foreign exchange risk management; country risk management; market making; international payments system; and offshore banking units.

25501 FINANCIAL PLANNING MODELS (5cp); prerequisite 25314 Business Finance I

Introduces students to the use of tools available in financial planning and to develop small planning models based on subject work. Overview of types and range; corporate models; forecasting; budgets; mergers and acquisitions; costing systems; bargaining models; project financing; manpower planning; advertising models and decision support systems; scheduling and operating modelling; linear programs and chance constrained programming.

25502 CURRENT ISSUES IN FINANCE (5cp); prerequisite 25314 Business Finance I

Introduces the theoretical foundation of modern finance; examines the implications of theory for corporate financial decision making; and identifies some of the current issues in finance.

Methodological issues; capital structure theory; theories of takeovers; the effects of inflation on corporate profitability.

25503 INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT (5cp);
prerequisite 25314 Business Finance I

Introduces the conceptual and theoretical framework of the portfolio approach to investment in assets; applies techniques of portfolio analysis and investment management; and introduces the pricing and uses of the newer financial securities.

Mathematical and statistical basis; combining securities into portfolios; efficient sets; efficient sets II short sales/no short sales; index models; measuring portfolio performance; bills, bonds and the term structure of interest rates; options; futures.

25506 ASSET PRICING AND CAPITAL MARKET STUDIES (5cp); *prerequisite 25314 Business Finance I, 25406 Quantitative Techniques in Finance and Economics*

Enables finance majors to be able to review and evaluate critically finance theory and research papers from the mainstream academic and professional literature. Its content focuses, in an integrative manner, on the overall body of finance theory and evidence relating to asset pricing and capital market issues. The contribution of Markowitz and others to modern portfolio theory and the CAPM, including market equilibrium and efficient market assumptions; empirical tests relating to the CAPM and its derivatives; arbitrage pricing theory; pricing models for contingent claims, in particular, options and futures; efficient capital markets – theory and evidence.

25513 ISSUES IN BANKING (5cp);
prerequisite 25522 Bank Lending

Develops an understanding of major matters of current importance in banking. Telecommunications – banking; managing exchange risk; cash flow; lending; deregulation; how swaps work; balance sheet financing; futures options; counting risk analysis and the international debt problem; prudential supervision and banking; management of change in banking; off balance sheet financing.

25522 BANK LENDING (5cp); *prerequisite 25314 Business Finance I*

Develops an understanding and appreciation of sound and practical banking practices, including lending, international trade, current issues, legal matters. Review of the banking industry; lending principles and practice; loans, advances and other financing instruments; corporate lending practices; project finance; international financing; current issues.

25552 REINSURANCE (5cp)

Examines the role of reinsurance with respect to the need for risk spreading, and the protection of insurers' funds. Legal principles, types of reinsurance contracts, treaty and facultative forms of reinsurance, proportional and non-proportional treaties, property and liability reinsurance, and other classes, treaty accounting, financial aspects, Australian legislation governing reinsurance and reinsurance markets.

25553 RISK MANAGEMENT (5cp)

Offers a framework of risk management within the corporate environment and to develop an understanding of the operational aspects of risk management programs. Techniques of stating objectives, the determination of funding mechanisms, the development and use of information systems, optimum risk funding mechanisms, creating both pre-loss and post-loss control programs, risk management information systems, the internationalisation of risk management.

25554 SUPERANNUATION AND RETIREMENT PLANNING (5cp)

Develops an advanced level of understanding of superannuation and retirement products. Product knowledge, taxation implications, investment practices, administration practices, actuarial reviews and developments that are currently taking place, superannuation plans and retirement benefits including death and disability, member contributions and withdrawals, re-employment and vesting, taxation implications covering employer sponsored and non-employer sponsored funds.

25605 REAL ASSET INVESTMENT AND MANAGEMENT (5cp); *prerequisites 25621 Financing Decisions, 25506 Asset Pricing and Capital Market Studies*

How to create and run sophisticated financial planning models, examine in depth the various analytical techniques for evaluating capital budgeting decisions, evaluate investment and management of working capital, review the impact of investment decisions on an organisation's strategy for survival and success in a dynamic environment, and develop clear and succinct presentation skills.

Financial planning; managing cash and marketable securities; inventories and accounts receivable; capital budgeting; estimating project cash flow; risk in capital budgeting; corporate strategy; valuing strategic competitive advantages, existing projects, private firms, takeovers, sunrise technologies and government projects.

25606 FINANCIAL TIME SERIES ANALYSIS (5cp); *prerequisite 25406 Quantitative Techniques in Finance and Economics*

Studies the time series properties of important financial series and examines all the traditional statistical techniques and models, e.g. ARIMA. Considers some of the more recent developments in time series analysis such as VAR and non-linear time series.

25607 SECURITIES MARKET REGULATION (5cp); *prerequisites 25314 Business Finance I, 79101 Law for Business*

Develops an understanding of the regulatory nature of securities markets, including the process of regulation and the various players involved. Develops an understanding of the different theoretical frameworks, within which regulations can be analysed. Shows how to critically evaluate current issues of regulatory debate and reform in securities markets, such as insider trading and takeovers.

Review of the securities markets, the process of regulation and the players; criteria for acceptable research; role of the regulators (the Australian Securities Commission and Australian Stock Exchange) and the role of ethics upon the market; regulatory theories; the efficient market hypothesis; mischief rule model of regulation and the doctrine of fiduciaries; market manipulation; insider trading; takeovers; information disclosure and creative accounting; licensing market players (brokers, advisers).

25620 ADVANCED FINANCIAL INSTRUMENTS (5cp); *prerequisites 25314 Business Finance I, 25406 Quantitative Techniques in Finance and Economics*

Provides students with an understanding of the various derivative instruments used in modern financial markets. Gives an appreciation of the theoretical underpinning of the techniques used to price these instruments and to manage risk. Interest rate and foreign exchange risk; forwards; futures; options; swaps; managing borrowing and investment with swaps; managing a book of derivative instruments; and the choice of instruments.

25621 FINANCING DECISIONS (5cp); *prerequisites 25314 Business Finance I, 25406 Quantitative Techniques in Finance and Economics*

Provides an understanding of the theory, empirical evidence and practice of corporate financing decisions. On completion of this subject students

should be able to critically evaluate both a company's existing capital structure and proposed methods of raising new finance. Estimating the cost of capital; capital structure and valuation; empirical evidence on capital structure; dividend policy; issues in debt financing; and short term finance.

25901 FUTURES AND OPTIONS (5cp); *prerequisite admission to the Honours Program*

Provides the student with the techniques needed to analyse and price derivative securities as well as some of the key associated quantitative arguments. Topics include an introduction to derivative securities; basic arbitrage arguments; geometric Brownian motion model of asset price movements; β ; risk-neutral valuation and the Black-Scholes model; currency and futures options; hedging techniques; interest-rate-derivative securities; alternatives to Black-Scholes option pricing.

25902 ADVANCED CORPORATE FINANCE (5cp); *prerequisite admission to the Honours Program*

Provides an understanding of the motivation, construction and empirical testing of finance theory, and prepares students for more advanced work in corporate finance. The subject covers a selection of the classic papers in corporate finance, some current research work and a substantial quantity of Australian empirical work. The research work studied is concerned with the major issues involved in the firm's investment and financing decisions, and the interaction of these activities and investor behaviour in the markets for the firm's securities.

25905 ASSET PRICING AND CAPITAL MARKET STUDIES (HONOURS) (5cp); *prerequisites 26122 Business Statistics, 25406 Quantitative Techniques in Finance and Economics, or Second Level (348 Prefix) Mathematics Subject*

Develops equilibrium models for the pricing of risky assets within a capital market structure. Lays the foundation for this development by in-depth examination of decision making under both certainty and uncertainty, as well as the mean-variance analysis of portfolio selection. The well-known Capital Asset Pricing Model (CAPM) is then derived and the risk index, beta, defined. Measurement of beta in practice is critically examined. Relaxation of some of the original CAPM assumptions provides alternative models, with an emphasis on the Arbitrage Pricing Theory. Empirical evidence relating to these models is subjected to extensive review.

25906 INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT (HONOURS) (5cp); prerequisite 25314 Business Finance I, 25905 Asset Pricing and Capital Market Studies (Honours)

Provides an advanced understanding of the theory and empirical evaluation of modern financial investment. Topics include the analysis of the basic features of the various types of options, equilibrium models of option valuation, evidence of their empirical testing, the application of the portfolio model to problems in international finance, and a detailed discussion of market efficiency.

25911 ADVANCED BUSINESS FORECASTING (5cp); prerequisite admission to the Honours Program

Extends students' knowledge of econometrics and model building, thus enabling them to comprehend the advanced research literature and to confidently use econometric techniques in their own research. Topics include data, data sources and transformations; single equation estimation, least squares and maximum likelihood methods; predictive models; extension of basic linear regression ANOVA, ANCOVA, GLS; specification problems, lags and distributed lags, specification error, errors in variables, structural breaks; simultaneous equation systems, identification, indirect and two stage least squares, instrumental variables, full information maximum likelihood; coverage of some advanced techniques such as ARCH, GARCH cointegration and non-linear models.

25912 ADVANCED MACROECONOMICS (5cp); prerequisite admission to the Honours Program

Explores the models and methods used by macro-economic policy makers. This exploration is conducted on a theoretical level through the investigation of the Classical and Keynesian models. The practical aspects of policy making and evaluation are addressed through the construction of an empirical model and its use in evaluating a government policy change.

25913 ADVANCED MICROECONOMICS (5cp); prerequisite admission to the Honours Program

The main objective of this subject is to develop a rigorous understanding of the theory of decision making under uncertainty. Topics include the theory of choice; state preference theory; the mean-variance criteria; capital market equilibrium CAPM and APT; efficient capital markets – theory and evidence.

25914 HONOURS SEMINAR IN FINANCE AND ECONOMICS (5cp); prerequisite admission to the Honours Program

Enhances students' research ability to help them both in selecting a thesis topic and developing the skills required for successful completion of the thesis. Topics include the nature of research; the development of a research proposal; the structure of a thesis; developing theoretical models; normative and descriptive theory; empirical research techniques; experimental design; data collection; the problem of controls; statistical and simulation studies; internal and external validity; measurement and reliability; and a selection of particular methodologies such as event study techniques, experimental economics, survey research, behavioural research, testing market efficiency.

25916 THESIS IN FINANCE AND ECONOMICS (18cp); prerequisite admission to the Honours Program

A thesis on a topic chosen by the student in consultation with his/her supervisor.

26122 BUSINESS STATISTICS (5cp)

Gives students an appreciation of the power and utility of the statistical method as a practical management tool, and to introduce a number of commonly used statistical techniques. Descriptive statistics; index numbers; exploratory data analysis; probability laws; probability distributions; confidence intervals; hypothesis testing; chi-square tests; simple linear regression; introduction to correlation analysis; forecasting; multiple regression.

27104 RECREATION LEADERSHIP (5cp)

On completion of this subject the student will appreciate different roles played by recreation leaders in the provision of recreation programs and services; have developed a basic understanding of prevailing theories of leadership and considered their relevance and application to recreation; be familiar with a range of practical recreation/leadership skills; have demonstrated an ability to apply these skills in a peer leadership situation and through the development of a resource kit.

27105 NUTRITION FOR PHYSICAL ACTIVITY (5cp)

Examines the importance of nutrition in maintaining a healthy lifestyle and in physical performance. Content includes eating patterns, food groups, weight control, obesity, energy sources, exercise and diet, pre and post competition means, and myths and fallacies of sports nutrition. This subject is relevant to those pursuing a career in health/fitness management, sports coaching and/or community recreation.

27106 SOCIAL PSYCHOLOGY OF LEISURE (*Scp*); *prerequisite E2105 Developmental and Educational Psychology (BA Leisure Studies/Assoc Dip, BA HMS only)*

On completion of this subject the student will understand the social and psychological antecedents of leisure behaviour; understand the processes of cognition which impact on the attitudes, perceptions and motivations of individuals at leisure; understand the assumptions underlying research techniques commonly applied in social psychological studies.

27115 ARTS AND ENTERTAINMENT (*Scp*); *prerequisite 27126 Leisure in Australia*

On completion of this subject the student will have examined the concepts of "art" and "entertainment" and their changing roles in social life; appreciate theories of culture and their relevance to the contemporary analysis of leisure; understand the organisation of the arts and entertainment industry in Australia with particular reference to the access and equity, the politics of patronage, and the composition of audiences; be familiar with current issues shaping the future of arts and entertainment in Australia.

27117 LEISURE AND EDUCATION (*Scp*); *prerequisite 27126 Leisure in Australia*

Provides an understanding of the relationship between leisure and education within the context of Australian society; enables students to comprehend the structure and organisation of Australian education service delivery systems as they relate to leisure; and to gain an appreciation of the strengths and weaknesses of different agency responses to the need for leisure education services.

27125 FUNCTIONAL ANATOMY (*Scp*)

Provides an understanding of the major anatomical systems of the body; to learn and identify the various anatomical structures and their functions; develops a sound structural basis for subsequent physiological and human movement science studies; analyses the anatomical fundamentals of human motion.

27126 LEISURE IN AUSTRALIA (*Scp*)

Aims to develop a basic understanding of leisure and recreation in the context of world history and contemporary Australian society; an awareness of the interdisciplinary nature and scope of leisure studies, and an ability to develop a personal philosophy and critical perspective of leisure and recreation; and to be familiar with organisational structures and responses to leisure and recreation in Australia.

27127 LEISURE IN SOCIAL CONTEXT (*Scp*)

The development of a disciplined way of understanding leisure in its social context; an introduction to the literature of sociology and sociological analysis; the ability to apply sociological analysis to the phenomenon of leisure; and the development of a critical understanding of the role of leisure in society with specific reference to Australia.

27128 TOURISM SYSTEMS (*Scp*)

Provides the ability to demonstrate a conceptual knowledge of the major principles and phenomena involved in leisure-based tourism and other forms of travel; use general systems theory principles to analyse and describe tourism and to develop appropriate models for further investigation; systematically and analytically investigate tourism's elements in terms of their structures, functions, operations, and intra-system interrelationships; demonstrate knowledge and understanding of the interrelationships between tourism (and its individual elements) and the environments with which it interacts; demonstrate a knowledge of the structures, functions, operations and interrelationships of firms and organisations which comprise the tourism industry; and demonstrate awareness of the applicability of such knowledge to management and other business practices in firms and organisations in the tourism industry.

27129 INFORMATION TECHNOLOGY FOR LEISURE AND TOURISM (*Scp*)

A compulsory foundation skills subject for students in the Bachelor of Arts in Tourism Management and Bachelor of Arts in Leisure Studies. Reviews and evaluates the range of computer applications used in the leisure, tourism and related fields. Assists in the development of competency in DOS, a popular wordprocessing program (WordPerfect), a spreadsheet package (Lotus 1-2-3), and a database application (dBase III) which are commonly used in the industry.

27131 COMMUNITY ARTS (*Scp*); *prerequisite 27126 Leisure in Australia*

Provides the ability to develop an understanding of the role of community arts in Australian society; become familiar with the organisations that administer and fund community art forms; and develop a practical appreciation of the skills and resources necessary to organise and lead a community art.

27132 COMMUNITY FITNESS AND LIFESTYLE I (5cp); *prerequisite 27126 Leisure in Australia*

Provides an understanding of the anatomical and physiological bases of fitness and its evaluation; familiarity with lifestyle factors and related agencies which influence community fitness; and the ability to develop a practical appreciation of the skills and resources necessary to both organise and lead community-based fitness programs.

27133 COMMUNITY FITNESS AND LIFESTYLE II (5cp); *prerequisite 27126 Leisure in Australia*

Develops an appreciation of the relationship between inactive lifestyle and selected physical and psychological disorders; develops a further understanding of the social, economic and political factors and agencies which influence community fitness and a further understanding of the skills and resources necessary to organise and lead safe community-based fitness programs with a focus on specific population groups.

27134 OUTDOOR EDUCATION I (5cp); *prerequisite 27126 Leisure in Australia*

Examines the concept of outdoor education from both a philosophical and programming viewpoint; examines environmental, social, political and economic forces that have influenced and continue to shape the development of outdoor education programs in Australia; and develops a practical appreciation of the skills and resources necessary to both organise and lead environmental awareness, bushwalking and lightweight camping programs in the environs of Sydney.

27136 SPORT IN RECREATION (5cp); *prerequisite 27126 Leisure in Australia*

Gives an understanding of the role of sport in Australian society; provides an account of the organisations that administer and provide opportunities for sport, with an emphasis on community-based programs; and develops a practical appreciation of the skills and resources necessary to both organise and lead sports in a variety of contexts.

27137 WATER-BASED RECREATION I (5cp); *prerequisite 27126 Leisure in Australia*

Examines the growth and extent of water based recreation in Australian society; an understanding of the administrative structures which have evolved to cater for water based recreation; and develops a practical appreciation of the skills and resources necessary to program for selected water-based activities.

27140 PROFESSIONAL PRACTICE I AND & 27240 II (AD) (5cp – 27140) and (5cp – 27240); *27140 Professional Practice I is a prerequisite for 27240 Professional Practice II*

How to apply and develop the values, knowledge and skills acquired through the academic program; provides a practical appreciation of the skills necessary to organise and administer programs for different community groups; assists in clarifying career goals and develops contacts within the field.

27149 PERFORMANCE STUDIES I (5cp)

Develops an awareness of safety in performing gymnastics, and knowledge and understanding of techniques of performance for basic gymnastic skills; develops quality of performance of basic gymnastic skills on floor and selected apparatus; develops ability to design sequences of gymnastic movements and to perform them with confidence, style, rhythm and flow; demonstrates proficiency and versatility in the skills of bush dance; develops skill and knowledge of two team sports.

27150 PROFESSIONAL PRACTICE I AND & 27250 II (BA) (5cp - 27150) and (9cp - 27250); *27326 Leisure and Specific Populations and 27224 Leisure Program Planning are corequisites to 27150 Professional Practice I; 27150 Professional Practice I and 27225 Leisure Research I are prerequisites to 27250 Professional Practice II*

On completion of these subjects the student will have applied and developed the values, knowledge and skills acquired through their academic program; have a practical appreciation of the dynamics of organisational behaviour as it impacts on the delivery of recreation services; have begun to clarify their career goals and developed contacts within the field.

27206 MANAGING SMALL LEISURE SERVICE ORGANISATIONS (5cp); *corequisite 21130 Organisational Behaviour*

Assists students to appreciate the range and nature of organisations which deliver leisure services; have a basic understanding of techniques which might be used to manage human and financial resources in a small leisure service organisation; be familiar with selected aspects of the law and how these relate to the management and operation of a small leisure service organisation.

**27216 LEISURE SERVICES
MANAGEMENT (5cp); prerequisite
27126 Leisure in Australia**

Provides an understanding of the management issues emanating from the special nature of service industries; the role and importance of leisure services in a contemporary society, and the economic implications arising therefrom and explores the different perspectives on the quality of service operations and their respective applications to leisure services.

**27221 PRINCIPLES AND PRACTICES OF
SPORTS COACHING (5cp)**

Introduces students to the theoretical underpinnings of the coaching process in sport. Includes the role of the coach, skill development, psychological processes in coaching, training for sport and biomechanical analysis in coaching. This subject is applicable to those students pursuing a career in sports coaching, sports management and/or community recreation.

27222 EXERCISE PRESCRIPTION (5cp)

Examines the procedures for evaluating fitness and prescribing exercise and is applicable to those aiming to pursue careers in the health/fitness industries, sports coaching and healthy lifestyle planning. Includes relationships among exercise, fitness and health, cardiovascular implications of fitness and exercise, fitness for specific populations (aged, disabled, children), exercise prescription and adherence and implementing and evaluating health/fitness programs.

**27223 MECHANICS OF HUMAN MOTION
(5cp)**

Provides an understanding of the fundamental concepts of mechanics applicable to a study of human motion; develops an objective and scientific approach to the study of human movement; gives an appreciation of the limitations imposed by physical laws on human motion; develops an awareness of the possibility of optimising human performance through application of mechanical principles; develops skills in the use and application of measuring instruments.

**27224 LEISURE PROGRAM PLANNING
(5cp)**

Provides an understanding of the theories, models and purposes of recreation programming; the professional frameworks that give shape to recreation service delivery systems; how to translate community need into appropriate recreation programs; development of the necessary skills to plan, implement and evaluate recreation programs in a variety of community settings.

**27225 LEISURE RESEARCH I (5cp);
prerequisite 27129 Information
Technology for Leisure and Tourism**

Provides an understanding of the role of research in planning and management; the basic elements and limitations of research design; how to handle a wide range of data gathering and analysis techniques employed in leisure research; recognise and determine when and where particular research techniques are appropriate; assess the validity and reliability of data and analysis as they appear in reports and professional literature; the processes involved in coding and preparation of data and its analysis by computer; and the presentation of research findings in appropriate format.

**27234 OUTDOOR EDUCATION II (5cp);
prerequisite 27134 Outdoor Education I**

An exploration of the development of contemporary attitudes towards the outdoors and the ways in which these attitudes are reflected in behavioural interactions with this environment; an examination of the conceptual and practical relationships between outdoor pursuits, the physical environment, and personal development; the development of a practical appreciation of the skills and resources necessary to organise outdoor education programs selected from the following: abseiling, rock climbing, caving, canoeing, cross-country skiing and orienteering.

**27240 PROFESSIONAL PRACTICE II (5cp);
27140 Professional Practice I)**

**27249 PERFORMANCE STUDIES II (5cp);
prerequisite 27149 Performance Studies I**

Develops an awareness of safety in performing gymnastics, knowledge and understanding of techniques of performance for basic gymnastic skills; develops quality of performance of basic gymnastic skills on floor and selected apparatus; develops ability to design sequences of gymnastic movements and perform them with confidence, style, rhythm and flow; demonstrates proficiency and versatility in the skills of bush dance; develops skill and knowledge of two team sports.

**27250 PROFESSIONAL PRACTICE II (BA)
(9cp); (see 27150 Professional Practice I)**

**27307 THE ADMINISTRATION OF
AUSTRALIAN SPORT (5cp);
prerequisite 27126 Leisure in Australia**

Considers the literature pertaining to the role and scope of sport in contemporary society; develops an appreciation of the resource demands which sport

imposes at differing levels of performance and understanding of organisational responses to such demands; understand the private, public and voluntary structures and organisations which support and administer Australian sport; develops awareness of the professional issues surrounding contemporary trends in Australian sport.

27310 KINESIOLOGY (5cp); prerequisite 27125 Functional Anatomy

Develops an understanding as it is affected by the body's structure; how various structures relevant to motor performance function interact; the theory and mechanisms that contribute to the understanding and performance of motor skills.

27311 SOCIOLOGY OF SPORT AND LEISURE (5cp); prerequisite 27314 Leisure, Sport and Culture

Provides a sound theoretical basis for sociological analysis of sport and leisure in the Australian context. Critical analysis and creative thinking concerning sport and leisure from sociological perspectives are developed. Theories are applied to case studies, research and everyday experiences in order to understand the role of leisure in Australian society and possible future directions.

27313 HUMAN ECOLOGY (5cp); prerequisite 27126 Leisure in Australia

The interrelated nature of the social, political and natural environments in which we live; the implications for humanity of major disruptions to the global ecosystem; current responses to these meta-problems; analysis of these meta-problems with a view to identifying opportunities for personal action.

27314 LEISURE, SPORT AND CULTURE (5cp); prerequisite 27127 Leisure in Social Context

Concepts of work and leisure in industrial societies; the historical development of Australian patterns of work and leisure; the effects of class, gender and age on participation in, and commitment to, particular leisure pursuits; how to relate changes in the nature of employment and the organisation of work to the development of new requirements in leisure.

27316 LEISURE AND FITNESS CENTRE OPERATIONS (5cp); prerequisites 21613 Contemporary Management Practices, 27126 Leisure in Australia

Designed to give students an understanding of the basic operational requirements involved in the management of leisure and fitness centres. Explores issues related to program design, facility standards, legal responsibilities and other practical matters relating to their operation. Assesses a range of

evaluation models which have been developed to gauge the effectiveness of a centre's facilities and services.

27323 LEISURE AND PUBLIC POLICY (5cp); prerequisite 27126 Leisure in Australia

The range of political, philosophical and economic perspectives on the roles of the state in contemporary western societies; a basic understanding of theories of policy making and how they apply to public policy making in the field of leisure; and the history of the development of leisure-related policies in Australia in the 19th century and contemporary developments in leisure policy in Australia and overseas.

27325 LEISURE RESEARCH II (5cp); prerequisites 27225 Leisure Research I, 26122 Business Statistics (BA in Tourism Management)

The role of research in planning and management; the basic elements and limitations of research design; ability to handle a wide range of data gathering and analysis techniques employed in leisure research; how to recognise and determine when and where particular research techniques are appropriate; an assessment of the validity and reliability of data and analysis as they appear in reports and professional literature; the processes involved in coding and preparation of data and its analysis by computer; and presentation of research findings in appropriate format.

27326 LEISURE AND SPECIFIC POPULATIONS (5cp); corequisite 27224 Leisure Program Planning

Philosophical and definitional issues associated with such terms as "specific populations"; the evolution of recreation services for specific populations; basic etiology, characteristics and needs of selected specific populations; the economic, social psychological and physiological barriers experienced by this group of leisure seekers; an examination of several contemporary issues as they relate to recreation provision for specific populations.

27327 TOURISM'S ENVIRONMENTAL INTERACTIONS (5cp); prerequisites 25110 Microeconomics and 27632 Tourist Behaviour

The breadth and significance of tourism's interactions with its economic, physical, social and cultural environments; the implications of these inter-actions for the development and management of tourism; contemporary environmental issues which affect tourism in Australia; the application of basic economic and environmental evaluation techniques to tourism-related problems.

27330 PHYSIOLOGICAL EFFICIENCY OF HUMAN MOVEMENT (5cp);
corequisite E8203 Human Physiology

Considers the adjustments and adaptations of the human body to accommodate physical performance; the assessment of physical work capacity; the physiological parameters and correlates of the broad concept of physical fitness; and the physiology of training and conditioning in the development of physical work capacity.

27349 PERFORMANCE STUDIES III (5cp)

Refines and extends the skills of gymnastics established earlier; the performance of set routines on floor and olympic apparatus; skill and knowledge of two team sports.

27449 PERFORMANCE STUDIES IV (5cp);
prerequisite 27149 Performance Studies I

Students should be able to demonstrate skill in track and field events to a prescribed level; to show understanding of the principles of technique, the rules of competition and principles of training for track and field; and to develop skill and understanding of one individual sport and one-team sport.

27501 PARK AND NATURAL AREA MANAGEMENT I (5cp); prerequisite 27126 Leisure in Australia

The history and organisation of the provision of park systems in Australia and overseas; the principles and procedures of park planning, including the roles of public involvement and design; ability to apply the Recreation Opportunity Spectrum (ROS) in the development of a park plan of management; students will acquire a basic understanding of the relationships among demand, supply and management in the provision of outdoor recreation opportunities; and be familiar with a number of case studies dealing with selected park and recreation management issues in Australia.

27508 BIOMECHANICAL EFFICIENCY OF MOVEMENT (5cp); prerequisite 27223 Mechanics of Human Motion

Develops knowledge and understanding of the applications of biomechanical laws to physical performance.

27523 LEISURE AND TOURISM PLANNING (5cp); prerequisite 27323 Leisure and Public Policy

The various forms of planning intervention applied in Australian communities; an assessment of the redistributive consequences of planning decisions at both local and regional levels, and assessment in terms of their objectives and their likely contribution to, and impact on, the community.

27526 LEISURE THEORY (5cp); prerequisite 27314 Leisure, Sport and Culture

The further development of skills in analysing and evaluating literature in the leisure field; familiarity with the leading theoretical models presently under debate in the leisure field; an examination of the problems of corroborating theories in the social sciences and the processes through which theories are developed and theoretical disputes resolved; the value sets which intrude into all decisions and professional judgements.

27527 TOURISM STUDIES PROJECT (14cp); prerequisites 27225 Leisure Research I, 27325 Leisure Research II (only available to students in their final year)

A project designed to draw together the knowledge and skills developed throughout the subject and provide the opportunity to test them on an applied tourism management related problem or issue.

27549 PERFORMANCE STUDIES V (5cp); prerequisite 27149 Performance Studies I

Assists students to demonstrate skill in performance of swimming strokes to a prescribed standard; to show understanding of the principles and methods of training for swimming; to show understanding of the mechanical principles of stroking; to show competence in the performance of social and jazz dance; to understand the performance and have knowledge of social and jazz dance form.

27601 PARK AND NATURAL AREA MANAGEMENT II (5cp); prerequisite 27501 Park and Natural Area Management I

The various systems of natural area protection in Australia and overseas, the advantages and limitations of these and the role of recreation in natural area management; how to apply systems for recreation planning in the natural environment; and an understanding of critical case studies dealing with selected issues in the recreation management of natural areas in Australia and overseas.

27606 CONTEMPORARY ISSUES IN LEISURE (5cp); prerequisite 27523 Leisure and Tourism Planning

Provides an appreciation of sources and processes of change in the leisure field; an examination of the theoretical and practical dimensions of contemporary professional issues in leisure; the nature of the leisure professions' response to problems it has recognised and to identify "conventional wisdom" which may have constrained the patterns of problem recognition and response; potential futures for leisure in society.

27607 ENVIRONMENTAL INFLUENCES IN EXERCISE PHYSIOLOGY (5cp); prerequisite 27330 Physiological Efficiency of Human Movement

The impact of environmental stress on physical work capacity; the relative value of ergogenic aids utilised by athletes.

27609 ANALYTICAL PROCEDURES IN EXERCISE PHYSIOLOGY (5cp); prerequisite 27330 Physiological Efficiency of Human Movement

The role of pure and applied research in exercise physiology; understanding the application of research tools in exercise physiology.

27610 RECREATION FACILITY DESIGN AND MANAGEMENT (5cp); prerequisite 27126 Leisure in Australia

The design and physical planning processes involved in developing recreation facilities; an understanding of typical operating procedures associated with the management of leisure complexes and the reasons why these should be considered in the design process; and familiarisation with a number of specific facilities and a range of evaluation models that have been developed to gauge the effectiveness of recreation facilities.

27611 MEASUREMENT AND DEVELOPMENT OF PHYSICAL ABILITY (5cp); prerequisite 27125 Functional Anatomy

Examines the interrelationships between physical activity and the physiological and anatomical development of the individual; provides students with a sound knowledge of the growth process and the implications of this knowledge for the prescription of physical activity; enables students to develop proficiency in the measurement of fundamental human capacities.

27620 LEISURE STUDIES SPECIAL PROJECT (5cp); prerequisites 27225 Leisure Research I, 27325 Leisure Research II, approval of the Head of School, Leisure and Tourism Studies and maintenance of an academic record which indicates a capacity to handle self-directed work.

The design of a project or program of study to provide answers to a specific leisure research question; self-directed applied research with relevance beyond the specific study situation; production of a report which, with some editorial work, may be suitable for publication.

27628 LAW FOR LEISURE, SPORT AND TOURISM (5cp); prerequisite 27126 Leisure in Australia

Provides basic knowledge and understanding of general legal principles and processes which affect business activities in Australia; enables students to demonstrate knowledge and understanding of laws and regulations which have particular significance for the leisure, sport and tourism industry; and the ability to recognise legal obligations in management contexts.

27631 TOURISM MANAGEMENT (5cp); prerequisites 27648 The Tourism Industry, 21613 Contemporary Management Practices, 22205 Accounting B

Management theories and concepts, and an assessment of their applicability to various tourism industry settings and management structures; the functions and levels of management in tourism industry organisations through the use of case studies; an ability to formulate management strategies and perform management functions in a tourism industry environment.

27632 TOURIST BEHAVIOUR (5cp)

Designed to study the tourist as a central and active element in the tourism system. On completion of this subject, students should be able to demonstrate awareness and understanding of the issues and practical problems involved in conceptualising "the tourist" as a discrete subset of the broader set of "travellers"; understand the distinctive features which characterise the tourist as a particular type of leisure participant; recognise the disciplinary approaches necessary for comprehensive analysis and understanding of tourist behaviour; demonstrate the ability to perform techniques for researching aspects of tourist behaviour; and appreciate and understand the relevance and importance of knowledge of tourist behaviour for management and policy making in tourism.

27633 SPORT PSYCHOLOGY (5cp); prerequisites 27310 Kinesiology, 27106 Social Psychology of Leisure

The psychological determinants of physical performance; contemporary analytical procedures in sports psychology.

27642 TOURISM SERVICES MARKETING (5cp); prerequisites 24105 Principles of Marketing, 27632 Tourist Behaviour, 27648 The Tourism Industry

Introduces students to the study of personal services marketing and shows both the similarities and differences between it and "product marketing"; develops in students knowledge and understanding

of the peculiarities of personal services marketing especially in respect to: "product" formation, distribution, the critical role of the recipient as an additional production factor input, and the importance of symbolic communication in the promotional mix; provides knowledge of the tourism industry sector's marketing-related collaborative networks, and of the application of marketing practices by the tourism industry.

27643 TRAVEL AND TOURISM OPERATIONS I (5cp); corequisite 27653 Travel and Tourism Operations II

Provides students with skills and knowledge relevant to operational level positions within tour operators and wholesalers, inbound tour operators and retail travel outlets, including a knowledge of world situations and descriptive geography relevant to employment within tourism industry organisations.

27644 HOSPITALITY OPERATIONS I (5cp); corequisite 27654 Hospitality Operations II

Provides students with skills and knowledge relevant to operational level positions in accommodation establishments. This includes being able to perform basic operational and accounting functions for both food and beverage and rooms departments; understand the interrelationships that exist between departments/divisions; be aware of legislation which affects accommodation operations; describe general emergency procedures in the context of accommodation operations.

27645 TOURISM PROJECT DEVELOPMENT (5cp); prerequisite 27523 Leisure and Tourism Planning

The environment and conditions under which the development of specific tourist facilities takes place, especially within Australia; develops an understanding of the motivations and behaviour of developers of tourism properties, particularly as embodied in the development process; examines the interactions and interrelationships between tourism developers and other significant participants in the development process, including financiers, investors, facility managers, and planners; develops an understanding of the nature and functions of development feasibility studies and the ability to apply basic associated techniques; and develops an ability to critically evaluate tourism development proposals and their associated feasibility studies.

27646 TOURIST ATTRACTIONS MANAGEMENT (5cp); prerequisite 27128 Tourism Systems or 27648 The Tourism Industry

Examines tourist attractions as entities and analyses the tourist attraction process in functional, structural,

operational, and interrelational terms; develops an understanding of the ways in which tourist attractions are created, or existing facilities such as artistic exhibitions or performances can be managed and specifically marketed to acquire tourists as audiences; practices a range of the management and marketing functions which are integral to the successful operation of a specific tourist attraction or to the acquisition of tourists as an audience to a non-tourism-specific facility.

27648 THE TOURISM INDUSTRY (5cp); prerequisites 27128 Tourism Systems and 25110 Microeconomics

Extends and deepens the coverage of topics introduced in Introduction to Tourism Systems. The major aim is to develop a working knowledge of the multi-sectoral tourism industry's operating networks and interrelationships. Students will gain an understanding of the tourism industry and be able to explain it in terms of the structures, functions, operations and interrelationships of its component sectors; understand the tourism industry's roles, functions and impacts in tourism systems, in economies and in societies; and demonstrate the ability to apply such knowledge by critically investigating and contributing to the solution of management or marketing problems in one or more tourism industry sectors in ways that are sensitive to tourism's environment.

27649 ECO-TOURISM (5cp); prerequisite 27126 Leisure in Australia

Gives the student an awareness of the philosophical and ideological basis that have led to the concept of Eco-Tourism, an appreciation of the interrelated nature of the socio-cultural, political, economic and natural environments in which eco-tourism operates, an awareness of the implications eco-tourism has for eco-systems, cultural biodiversity and the effect it has on people's individual lifestyles; an ability to understand the costs and benefits of eco-tourism to society.

27653 TRAVEL AND TOURISM OPERATIONS II (5cp); corequisite 27643 Travel and Tourism Operations I

Provides students with skills and knowledge relevant to operational level positions within tour operators and wholesalers, inbound tour operators and retail travel outlets, including a knowledge of world situations and descriptive geography relevant to employment within tourism industry organisations.

27654 HOSPITALITY OPERATIONS II (5cp); corequisite 27644 Hospitality Operations I

Provides skills and knowledge relevant to operational level positions in accommodation

establishments. This includes being able to perform basic operational and accounting functions for both food and beverage and rooms departments; understand the interrelationships that exist between departments/divisions; be aware of legislation which affects accommodation operations; describe general emergency procedures in the context of accommodation operations.

27690 HONOURS RESEARCH THESIS
(30cp); *prerequisite admission to Honours Program*

Students will be required to produce a 20,000-word research thesis based on an original problem of a theoretical or applied nature. The thesis is not expected to advance knowledge but it should demonstrate evidence of the student's competency to conceptualise, conduct and present research in a scholarly and independent manner.

27703 EVENTS MANAGEMENT (5cp);
prerequisites 27128 Tourism Systems, 27648 The Tourism Industry

Assists students to assess the range of perspectives and definitions central to the study of event-based tourism; determine the roles played by events in the development of tourist destination regions; identify the costs and benefits of event-based tourism, along with mechanisms for maximising benefits and ameliorating costs; demonstrate skills associated with the development, marketing and management of events; develop an understanding of methods used to evaluate event outcomes; and analyse trends associated with future patterns of demand for event based tourism.

27730 HONOURS RESEARCH SEMINAR
(6cp); *prerequisite admission to Honours Program*

Builds on knowledge and skills developed in the BA in Leisure Studies subjects, Leisure Research I and II. The specific objectives of the subject are to understand and engage in the process of conceptualising theoretical or applied research and the process of developing a researchable problem; to understand the process of locating research problems in theoretical and applied contexts; to engage in the process of designing research projects; and to develop intellectual crafts necessary for the doing of research with specific reference to writing and the production of research output.

SUBJECTS OFFERED BY OTHER FACULTIES

31612 INFORMATION TECHNOLOGY AND DECISION SYSTEMS (5cp);
prerequisite all Year II subjects;
corequisite all Year III subjects

Reinforces the initial foundation subject, Manufacturing Management Information Systems, and supplies more specialised information for use in the case studies which run concurrently. The objectives are to investigate a range of application packages for controlling operations within the manufacturing environment, determine their capabilities, and how well they match user needs; be competent in carrying out the acquisition of software and hardware; understand the concepts and principles of distributed processing, and databases and the various strategies that can be used to establish an efficient and secure environment; understand the principles and practices of modelling manufacturing processes, and be competent in the use of simulation packages.

Topics cover: equipment and software acquisition; systems requirements and package capabilities; distributed processing and databases; EDI concepts and standards; principles and practicing of modelling: analysis, data gathering, solution, validation, implementation.

31618 MANUFACTURING MANAGEMENT INFORMATION SYSTEMS (4cp)

Enables students to understand the methodologies by which computer-based manufacturing systems are developed, and be able to apply them to the specification, acquisition, and implementation of systems; to understand the principles of database management systems and be able to model and interrogate databases; to understand the concepts and principles of data communications and the network services available.

Topics cover the characteristics of manufacturing systems (commercial and manufacturing control); the information system life cycle; the information system life cycle; system development methodologies and their application to the development of manufacturing systems; techniques used in translating user requirements into broad systems definitions; data and process models; an introduction to database management systems, converting data models into databases; database language for ad hoc enquiries and application development; communication concepts and terminology; network architectures; protocols; network services and products.

46601 ENGINEERING PRINCIPLES (4cp);
*prerequisite 21170 TAFE Course in
 Workshop Technologies; corequisite
 21215 Management and Communication
 Skills*

Considers the engineering discipline in an industrial context with the objective to enhance communications between engineering and management within a manufacturing environment by considering relevant philosophies and accompanying attitudes. Subject content covers history and organisation; historical evolution from trade to profession; engineering discipline – based on applied science; manufacturing – its relation to industrial, production, manufacturing and mecatronics.

46702 INTRODUCTION TO CAD/CAM
*(4cp); prerequisite all Year I subjects;
 corequisite all Year II subjects*

Develops an understanding of computer aided design and drafting. Including system evaluation, justification and installation for applications of 2D and 3D modelling, drafting, surface modelling and solids modelling, and to develop skills in appropriate areas of application. Students are introduced to the use of computers in 2D drafting and 3D wireframe, surface and solids modelling. These modelling techniques are then applied to determine 2D section properties and 3D mass properties. Computer-Aided Manufacturing is introduced including milling and lathe work and sheetmetal operations. It introduces the NSW environmental legislations, and various standards and environmental quality management aspects industries have to adopt. It addresses methods to conduct waste and energy audits, selection of waste minimisation strategies and formulation of action plans.

**47712 ENVIRONMENT AND WASTE
 MANAGEMENT (4cp); prerequisite
 Year I subjects; corequisite all Year II
 Subjects**

Introduces current environmental problems so that the students can relate the industrial emissions and degree of deterioration of water and air quality in the surrounding environment. The objectives are to give students a basic understanding of current environmental problems and make them familiar with main aspects of NSW environmental legislations; to be able to understand the waste contributing steps, carry out waste auditing in industries and suggest waste minimisation technologies (which leads to a cost-effective solution); to be able to implement appropriate waste minimisation technologies and evaluate the pollution reduction in the surrounding environment.

Topics include an overview of major environmental problems; introduction to global environmental problems; industrial (trade) waste management; environmental impact assessment; clean technology; waste and energy audits; waste minimisation technologies; water and waste management; processes to achieve clean technology; post evaluation of benefits to industry and environment by waste minimisation.

**E2105 AN INTRODUCTION TO
 DEVELOPMENTAL AND
 EDUCATIONAL PSYCHOLOGY**
(5cp)

Helps students understand that principles derived from developmental and educational psychology can contribute substantially to their effective functioning as people and as recreation officers or leisure administrators by giving them a systematic general view of human growth and development and by showing that effective instructional techniques can assist individuals in reaching their developmental potential.

E8137 HUMAN BIOLOGY (5cp)

Students will be able to relate the structure of particular organ systems to the functions they perform; make comparisons between systems in humans and other animals, demonstrate simple laboratory and recording skills related to an examination of living systems; discuss some of the biological consequences of the interaction of humans with their environment; demonstrate a knowledge of the basis of animal classification.

E8203 HUMAN PHYSIOLOGY (5cp);
prerequisite E8137 Human Biology

Students will be able to describe the role played by all the organ systems in the control of body movement; discuss the integrated regulation of organ systems in situations involving a change from a resting state; demonstrate an understanding of the processes involved in the production and use of energy in the human body; demonstrate skill in the use of equipment which measures physiological parameters under laboratory conditions.

E8540 CHEMISTRY I (5cp)

A general background in chemistry necessary for some of the later subjects which students will be taking, such as Human Physiology and Physiological Efficiency of Human Movement.

**70100 SKILLS: LEGAL RESEARCH AND
 WRITING (2cp)**

The skills of effective legal research and writing to aid both in the study of law while a student and later as an adjunct to the practice of law. This will be

done by examining the basis recognition of legal material into primary and secondary source material, then take the student through both areas using lectures, seminars and a program of class exercises.

70113 LEGAL PROCESS AND HISTORY (10cp)

An introductory subject which seeks to examine the Australian legal and constitutional environment and to provide those commencing their legal studies with a basic understanding of both how and why the law has developed as it has and how and why there are certain restrictions on the law making process of Parliament. Using an historical approach, students will examine why our legal system is so different from our regional neighbours and what are both the strengths and weaknesses of our system.

At the end of the subject, students should have a fully developed understanding of the Western legal tradition, the place of the common law in that system and the ramifications of living under a Westminster parliamentary system.

The syllabus is as follows: philosophical background to the Western legal system; including the concept of law, including the normative and positivist approaches; law and justice distinguished; sources of law; the British acquisition of Australia; and law in a multicultural Australia. The judicial process, including the existing Federal and State court structures, including the appeal process; the litigation process, including basic documentation, the role of judge and jury, the adversary system, rudimentary rules of evidence and enforcement; the development of the principal sources of law, including the common law, equity and the law merchant; the development of the concept of judicial review and the rise of administrative law procedures and remedies; alternatives to litigation, including negotiation, arbitration and conciliation. The constitutional process, including the origins and development of Parliament; the concept of Parliamentary sovereignty; the development of the Westminster or cabinet form of government in both England and the colony of New South Wales. The Australian constitution, including its drafting 1889-1899; its division into the three functions of legislative, executive and judicial and the concept of separation of powers; the question of the independence of Australia and the rule of law.

70200 SKILLS: CASE ANALYSIS AND STATUTORY INTERPRETATION (2cp); *corequisites 70113 Legal Process and History, 70100 Skills: Legal Research and Writing, 70311 Law of Tort*

Deals first with the reading and analysis of selected cases in tort law, with a view to identifying and

formulating their ratio decidendi and obiter dicta. The subsequent judicial treatment of those cases will then be examined, and students will learn how cases are applied, distinguished, followed and considered. Secondly, the subject will introduce students to the skills and techniques of interpreting statutes, with reference to language, the rules of construction and the Interpretation Acts.

70211 LAW OF CONTRACT (8cp); *corequisite 70113 Legal Process and History, 70100 Skills: Legal Research and Writing*

The legal principles as to when promises are binding, the difficulties arising out of their interpretation, how they may become defensible, issues relating to their performance, and how they may be discharged. Topics covered include the formation of contracts (agreement, consideration, terms), vitiating factors (capacity, mistake, misrepresentation, illegality, duress, undue influence, unconscionability), discharge by performance and non-performance of contractual obligations (breach and frustration) and contractual remedies.

70212 CRIMINAL LAW (7cp); *corequisite 70113 Legal Process and History; 70100 Skills: Legal Research and Writing*

Substantive criminal law, the doctrines and rules which define the conditions of criminal liability, and some aspects of the procedural law. Australian common law doctrine and the Crimes Act 1900 (NSW) are treated. Topics include nature of crime; doctrine of mens rea and actus reus; presumption of innocence; offences against the person; property offences; strict, vicarious and corporate liability; complicity; inchoate offences; offences against justice; criminal defences; criminal investigation and procedure.

70300 SKILLS: CONVEYANCING (3cp); *prerequisite 70312 Real Property*

Considers the steps in a typical conveyancing transaction for land and a dwelling house erected thereon in New South Wales and the examination of the 1992 edition of the Contract for Sale of Land. Topics covered include: a consideration of examples of Certificate of Title, Folio Identifier, Deposited Plan, S.88B Instrument Transfer and Drainage Diagram; formalities for an enforceable contract for the sale of land (S.54A Conveyancing Act, 1919); open contracts; exchange of a standard form contract; employment of real estate agents to sell land; survey certificate and building certificate; Agreement for Sale of Land (1988 edition).

70311 LAW OF TORTS (8cp); corequisites 70113 Legal Process and History, 70100 Skills: Legal Research and Writing

The functions and aims of the tort, with special reference to its role in the distribution of losses in society, before examining the nature of tortious liability in the light of a selection of specific torts, namely, trespass to the person, goods and land; the action on the case for wilful injuries; conversion; negligence; breach of statutory duty; the rule in *Rylands v Fletcher*; nuisance; occupier's liability; defamation. Reference is also made to defences, vicarious liability and contribution between tortfeasors.

Attention is drawn to the relevance of the type of conduct complained of (intentional, reckless, careless), the nature of the various interests protected (personal security, chattels, land, reputation, economic interests, domestic relations), the adaptability of tort law to changing needs and values of society (thus, the introduction, dominance, and current perceived limitations of the fault concept) and the element of policy expressed or implied in judicial decisions.

70312 REAL PROPERTY (7cp); corequisites 70113 Legal Process and History, 70211 Law of Contract, 70311 Law of Torts, 70100 Skills: Legal Research and Writing, 70200 Skills: Case Analysis and Statutory Interpretation

Deals with the law relating to real property in New South Wales. Topics include Torrens title and priorities, old system title, adverse possession, possessory title, fixtures, legal definition of land, including fixtures, concurrent ownership, easements, covenants, mortgages and leases.

70400 SKILLS: COMPUTERISED LEGAL RESEARCH (2cp); prerequisite completion of semesters 1 and 2 of the part-time program

Familiarises students with the basic tools available to engage in computer legal research including the following: introduction to the concept of computerised researching and Boolean logic; examination of a number of on-line systems including INFO ONE, SCALE and LEXIS; introduction to the use of CD-ROM based services such as INFO ONEs LAW PAC CDROMs and DISKROMs Commonwealth Statutes.

70411 COMMERCIAL TRANSACTIONS (7cp); prerequisite completion of semesters 1 to 2 of the full-time program

Considers a variety of commercial transactions involving personalty. Topics include supplies of goods and suppliers, financiers' and manufacturers'

liabilities; import/export contracts and the law of bailment; the law of insurance; chattel securities; the law of negotiable instruments including cheques law.

70412 CORPORATE LAW (7cp); prerequisite completion of semesters 1 and 2 of the full-time program; corequisite 70511 Equity and Trusts

Concerned with the response of the law to group activity and deals with associations formed for both profit and non-profit purposes. Approximately half of the subject involves a study of company law, covering the history of company law, the process of formation of companies, the nature of interests in companies, the duties of promoters, the legal position of members, the rights, powers and duties of directors, and other officers, legal proceedings, company contracts, liability of companies in crime and tort, and protection of minority shareholders. Other forms of association covered in detail are partnership, unincorporated voluntary association, and joint venture. Brief reference is made to incorporated associations, public corporations, trade unions, cooperatives, credit unions and building societies.

70500 SKILLS: DRAFTING (2cp); prerequisite completion of semester 4

The principles and problems of legal drafting will be examined, discussed and analysed. Students will apply their knowledge of substantive law to given sets of facts and clients' instructions. Appreciation and understanding of the principles of good drafting will be required, including – communication, clarity, originality of expression and use and adaptation of precedents. Students will draft, redraft and critically analyse various clauses and documents. Exercises will be drawn from examples such as: Agreements, Deeds, Powers of Attorney, Statutory Declarations, Articles of Association and Wills.

70511 EQUITY AND TRUSTS (7cp); prerequisite completion of semester 3; corequisite 70411 Commercial Transactions, 70412 Corporate Law

The law of trusts and those principles of equity not dealt with in other subjects. Topics include the nature of equity; equitable estates and interests; equitable priorities; assignments in equity; fiduciary obligations; confidential information; the nature of trusts; express trusts; charitable trusts; implied trusts; constructive trusts; powers, rights and duties of trustees; rights of beneficiaries.

70513 SUCCESSION (4cp); *prerequisites completion of semesters 1 and 2 of the part-time program; corequisite 70312 Real Property*

Deals with the formal and essential requirements for a valid will, precedents for the drafting of wills, curial procedure for recognising the validity of wills and sanctioning the distribution of a deceased's property, the impact of the Family Provisions Act 1982, consequences of intestacy, and the rights and responsibilities arising out of the administration and distribution of deceased estates will be examined in depth.

70514 FAMILY LAW (5cp); *prerequisites completion of semesters 1 and 2 of the full-time program*

Introduces students to the principles which govern the legal relationship between members of families when there is a breakdown in the family unit, whether the legal relationship arises out of marriage or a de facto relationship. The interaction between social issues, public policy and the relevant law is an important feature of the subject. Topics include family law in its social context; domestic violence; the history of divorce and related legislation; divorce and nullity; property claims and settlements (including a consideration of the application of trust concepts and equitable principles, and capital gains tax implications); spousal maintenance and financial agreements; guardianship, custody and access; child maintenance and child support; counselling, conciliation and dispute resolution; the enforcement of orders, including custody orders and the application of the Hague Convention, and financial orders; and the role of lawyers in family law.

70600 SKILLS: PLEADINGS (2cp); *prerequisite completion of semesters 1 to 6 of the part-time program*

Deals with the principles and practice of pleading as they relate to various causes of action (such as contracts, torts equity and Trade Practices Act cases) based on a set of given facts. Students will be expected to undertake various exercises in drafting pleadings, which will demonstrate their ability to formulate a cause of action in the context of the requirements of relevant rules of court.

70611 FEDERAL CONSTITUTIONAL LAW (7cp); *prerequisite completion of semesters 1 and 2 in the part-time program*

Considers the effect of the Australian Constitution on the legal and fiscal relationship of the Commonwealth and States. In order that students develop an understanding of the techniques of

judicial review in the constitutional context, a range of powers given to the Commonwealth are examined. These include trade and commerce, corporations, taxation, defence, external affairs, arbitration and conciliation and family law. Other areas examined are explicit and implicit restrictions of power, the questions of inconsistency and inter-governmental relations and the general role of the High Court in Australian constitutional law.

70612 ADMINISTRATIVE LAW (7cp); *prerequisite completion of semesters 1-6 of the part-time program; corequisite 71114 Remedies and Restitution*

The functions, powers and obligations of the executive government, review of administrative decisions and access to information. Topics include grounds of review of administrative decisions (natural justice, ultra vires, jurisdictional error); remedies; judicial review by the Federal Court under the Administrative Decisions (Judicial Review) Act 1977 (Cth); review by the Administrative Appeals Tribunal; Ombudsman; access to information (public interest immunity, freedom of information).

70705 SKILLS: LITIGATION (4cp); *prerequisites 70500 Skills: Drafting, 70600 Skills: Pleadings*

An examination of the legislation governing the jurisdiction of the NSW Supreme Court, District Court and Local Court, and the respective rules of court, which determine the procedure to be followed by litigants in those courts. The various stages of a civil action are analysed, from the filing of originating process to the final hearing, and attention will be paid to mentions, notices of motion and interlocutory applications, drafting of affidavits, discovery and inspection of documents, interrogatories, setting matters down for hearing, state of readiness hearings, and preparation for the final hearing.

70900 SKILLS: MOOT (3cp); *prerequisite 70705 Skills: Litigation*

Students must participate in one moot, or mock trial on a point of law arising from a set of agreed facts, before a judge or barrister. Attendance is required at two seminars, each of one hour, at the beginning of the semester, and thereafter at the moot itself. Students must present the moot judge with written submissions, including a list of authorities, at least three days before the schedule date of the moot.

71112 CONFLICT OF LAWS (7cp); *prerequisite completion of semesters 1 to 4 of the full-time program*

The international jurisdiction of the Australian courts, the recognition and enforcement of foreign

judgements and decrees, and the problem of choice of law as it arises with respect to specific areas of law such as marriage, matrimonial causes, contract, torts, inter vivos property transactions and succession. The subject also deals with conflict issues as they arise between the Australian States, including questions of jurisdiction and applicable law under the cross-vesting legislation.

71113 **INSOLVENCY** (3cp); *prerequisite completion of semesters 1 to 5 of the part-time program*

This subject is in two sections. The first is bankruptcy; includes creditors' petitions, acts of bankruptcy, notices of demand, debtors petitions; property available to creditors; effect of bankruptcy over property and legal proceedings; proofs of debt; meetings of creditors after bankruptcy; realisation of the bankrupt's estate; discharge; annulment and arrangements with creditors outside bankruptcy. The second half covers the winding up of insolvent companies, including deemed insolvency; s.460 notices, commencement of winding up; effect of winding up on company, directors, creditors; appointment and powers of the liquidator; challenging the liquidator's decisions; termination of winding up.

71114 **REMEDIES AND RESTITUTION** (7cp); *prerequisite completion of semesters 1 to 5 of the part-time program*

The range of court ordered remedies available to a plaintiff in civil proceedings. The more common remedies are those administered at either common law or in equity: damages; restitution; quasi-contract; equitable remedies (declarations, specific performance, injunctions, Anton Pillar orders, account, equitable damages); and statutory and common law remedies for deceptive conduct. The enforcement of remedies will also be considered.

71201 **SKILLS: ALTERNATIVE DISPUTE RESOLUTION** (2cp); *prerequisite completion of semesters 1 to 7 of the part-time program*

Introduces the various types of dispute resolution, and the fundamental negotiation concepts of listening and questioning; the successful dispute resolution; the theory and techniques of negotiation with a simulation to illustrate principles and participation in a skills exercise; a brief examination of conciliation and arbitration methods, with distinctions being drawn between the main forms of dispute resolution; an examination of dispute resolution criteria prepared in the first section and a formal debriefing for the simulation exercises.

71211 **LAW OF EVIDENCE** (7cp); *prerequisite completion of semesters 1 to 8 of the part-time program*

Includes the following topics: types of evidence; relevance, admissibility, weight of evidence; the course of the trial; functions of the judge and jury; the burden and standard of proof; competence and compellability of witnesses; privilege; character evidence; the rule against hearsay evidence and the common law and statutory exceptions; confessions and illegally obtained evidence; presumptions and corroboration.

71212 **REVENUE LAW** (7cp); *prerequisite completion of semesters 1 to 7 of the part-time program; corequisite 70612 Administrative Law*

After an introduction to the Federal and State taxation systems, the subject concentrates on a study of income tax law. Topics include: the scheme of the Income Tax Assessment Act; concepts of income and capital; the concept of assessable income; the treatment of trading stock; allowable deductions and tax accounting; the taxation of different types of taxpayers; tax avoidance; objections, appeals and other administrative procedures; questions of source and residence; capital gains tax; imputation and fringe benefits tax.

79101 **LAW FOR BUSINESS** (5cp)

Develops a critical awareness of legal issues as they affect the community. Legal philosophy; legal history; constitutional law; torts; crime; property; contracts and consumer protection.

79211 **LAW FOR MARKETING MANAGEMENT** (5cp); *prerequisite 79101 Law for Business*

An introduction to the Federal and State laws dealing with consumer protection and marketing and identification of legal problems and issues relevant to identifying legal problems and issues relevant to the marketing decision-maker. Introduction and general overview; fundamental concepts behind Trade Practices Legislation; product liability; prohibitions against unfair conduct; enforcement issues; intellectual property rights and the marketer; ownership of the image; occupational licensing; consumer credit; privacy issues; enforcement and access.

79213 **LAW FOR MANUFACTURING MANAGEMENT** (5cp)

Familiarises students with the Australian legal framework, the sources of business law in Australia and the techniques of legal research and reasoning; explores the nature and function of law by reference

to the relationship between the law and the society in which the law developed, as applied and changed; serves as an introduction to the role of law in subsequent manufacturing management units.

Develop a knowledge of the legal responsibilities of managers in a manufacturing environment and promotes an awareness of the potential legal risks imposed upon manufacturers and their managers.

Subject content covers: What's involved in studying law? The role of law in society; legal history and constitutional theory - sources of our law; Federal systems, unitary systems and the Commonwealth Constitution; the courts and the appeals hierarchy – legal players – the legal profession and judiciary; legal skills; common law and equity; the Doctrine of Precedent/statutory interpretation; employment and safety issues; decision making and responsibilities; product liability; equipment and computer contracts; protecting ideas; environmental protection laws.

79267 COMMERCIAL LAW (5cp); prerequisite 79101 Law for Business

Enables students to become familiar with the concepts of law encountered in commercial practice and develops a knowledge of business contractual obligations and their application to specific transactions. Business contracts; contractual obligations; enforcement and remedies; consumer protection and sale of goods; consumer protection and trade practices; trust principles; agency; agents authority; alternative business organisations; partnership; insurance; negotiable instruments; negotiable instruments; business insolvency.

79270 INDUSTRIAL AND LABOUR LAW (5cp); prerequisite 79101 Law for Business

Provides students with an introduction to the area of industrial law, focusing upon the legal aspects of the employment relationship and its regulation. The contract of employment; contract labour; dismissals and reinstatement; union registration and legal obligations; employer registration and legal obligations; amalgamation and de-registration; notification of disputes and the power to make awards; legal status of awards and agreements; forms of certified and enterprise agreements under the Acts; rights of individuals before industrial tribunals.

79364 ADVANCED INDUSTRIAL AND LABOUR LAW (5cp); prerequisite 79101 Law for Business

Deals in greater depth with the philosophy of labour law in Australia and the law relating to the handling, settling and determination of industrial disputes. Trade union law in Australia; some aspects of labour

relations; relationship of the master and servant with third parties; workers compensation.

79365 COMPANY LAW (5cp); prerequisite 79101 Law for Business

Examines the law and rule relating to the modern business corporation. Incorporation of companies; constitution of a company; company management; accounts and audit; meetings and proceedings; minority protection; companies in difficulty; re-organisation and takeovers.

79366 BANKING LAW (5cp); prerequisite 79101 Law for Business

Introduces students to the legal environment within which banks operate, including the role of financial institutions in commercial and entrepreneurial transactions; establishes the rights of the customer and the bank. The role of financial institutions in commercial transactions; legal implications of banking; rights of a banker and customer; liabilities to third parties; impact of regulatory agencies; international aspects; law relating to negotiable instruments; law relating to securities.

79367 INDUSTRIAL AND INTELLECTUAL PROPERTY LAW (5cp); prerequisite 79101 Law for Business

Introduces the way the legal system recognises, protects and regulates the exploitation of exclusive rights in certain intangible industrial and intellectual property. Covers the concept of property, patents, designs, trade marks and trade names, copyright and confidential information. The effects of the Trade Practices Act is also considered.

79462 REVENUE LAW (5cp); prerequisite 79101 Law for Business

Refines and develops basic legal skills introduced in earlier subjects; at a general level, develops students' conceptual and analytical skills, and an appreciation of law as a strategic business tool; develops in students an understanding of the conceptual basis for, and implications of the taxation law system. Overview and background; tax administration; residence and source; income from labour – including ETPs; fringe benefits tax; income from property; income from business; trading stock; general deductions; specific deductions; rebates; tax accounting.

79606 ADVANCED REVENUE LAW (5cp); prerequisite 79101 Law for Business

Refines and develops legal and practical skills introduced in Taxation Law and other earlier subjects; examines in depth selected areas of domestic income tax law and examines contextually their implications and impact upon situations

commonly encountered in business. Tax administration issues; advanced aspects of fringe benefits tax; advanced aspects of taxation of business operations; advanced aspects of capital gains tax; selected topics as appropriate from time to time depending upon judicial, legislation, political and practical developments.

**79666 ADVANCED INCOME TAXATION
LAW (5cp); prerequisite 79101 Law for
Business**

Refines and develops legal and practical skills introduced in earlier subjects. Offshore aspects of taxation – including detailed analysis of residence and source; dividend and interest withholding tax, and taxation of offshore royalties; operation of double tax agreements and other in/formal cooperative arrangements; international tax planning (including transfer pricing) – constraints, techniques and opportunities; selected topics as appropriate from time to time.

**79667 INDIRECT TAXATION (5cp);
prerequisite 79101 Law for Business**

An introduction to the policy implications raised by direct taxes. Analyses options for reform and overseas experience with indirect tax systems, and examines the basic principles of current indirect taxes in Australia and their practical implications. Options for reform; international experience with indirect taxes and what Australia can learn from them; land tax; payroll tax; sales tax; stamp duties.

POSTGRADUATE COURSES

DOCTOR OF PHILOSOPHY

The PhD is a university-wide degree which involves an intense period of supervised study and research. The degree of Doctor of Philosophy is awarded to successful candidates who have made a distinct contribution to knowledge whether by original investigation, review or criticism.

Admission Requirements

To be eligible for admission to the program an applicant shall hold a relevant Bachelor Degree with First or Second Class Honours, Division 1 or a Masters Degree; or possess an equivalent qualification; or be a graduate of at least two years standing of this university or another tertiary educational institution whose research publications and written reports on work carried out by the applicant satisfy the Academic Board that he/she has the ability and experience to pursue his/her proposed course of study.

Further details of eligibility for admission are set out in the UTS Rules for Doctoral Degree Students, Section 3.5.3, in the University Calendar.

Course Requirements

It is anticipated that all PhD candidates will be able to classify their area of research interest to fit primarily into one of the disciplinary areas of the faculty's five teaching Schools which are:

School of Accounting
School of Finance and Economics
School of Leisure and Tourism Studies
School of Management
School of Marketing.

Candidates enrolled full-time in a PhD are required to make satisfactory progress on their research over at least four semesters. However, the more usual time is six semesters and a part-time student may expect to complete in 8-10 semesters.

Supervision

In the course of making an application, prospective PhD candidates are asked to submit a brief statement on their intended area of research. This statement and an interview with the Head of School will be used as the basis for allocating a supervisor who has expertise appropriate to the candidate's interests. Co-supervisors may also be appointed where appropriate and these can be drawn from other schools and faculties within the university (or in other universities), depending on the PhD topic and the expertise required to ensure a high standard of supervision.

Assessment During Candidature

Before the end of the first year the student's candidature will be assessed. This assessment may take the form of a written or oral examination, completion of advanced coursework, performance of practical work or some combination of these. The form of this assessment is determined by the Research Degrees Committee of the university on the recommendation of the Head of School.

As part of the first year of doctoral assessment, students will normally be required to present a seminar to the university on their thesis topic and methodology. At this stage, the student should have completed a PhD research proposal. Any changes with regard to supervision should be made prior to or immediately after preparation of the PhD proposal. Changes should be discussed with the PhD Coordinator or the Head of School. The candidate and the candidate's principal supervisor are also required to submit progress reports at the end of each semester.

The Final Thesis

What length the thesis should be is a commonly asked question but exact limits cannot be prescribed. Quality rather than quantity is the most important criterion. However, as an approximate guide a thesis is typically argued and presented within the range of 50,000 to 70,000 words.

The thesis is examined by (at least) two examiners external to the university and who are expert in the area of research addressed in the thesis. Guidelines for presentation and submission of theses are available from the Graduate Studies office.

Fees

The university and the faculty usually allocate Higher Education Contribution Scheme Scholarships to PhD students, which means there are no course fees. There are, however, Union/Student Representative Council fees to be paid for use of student facilities, etc.

Further details are available from the Graduate School of Business, telephone (02) 330 3552.

MASTER OF BUSINESS (BY THESIS)

The faculty offers a limited number of places each year to suitably qualified students to follow a program of study leading to the award of Master of Business (MBus). This program is for graduates seeking to extend and deepen their knowledge by undertaking an appropriate research investigation under professional supervision by academic staff of the faculty. For each candidate a member of the university staff is appointed as principal supervisor.

Additional supervisors may be appointed to cover a particular interdisciplinary need or when the location of a candidate's research makes sustained face-to-face contact with the principal supervisor difficult.

Admission Requirements

The general rules for Masters Degrees (by thesis) apply to the Master of Business. To be eligible for admission to the Masters Degree program, applicants shall hold a Bachelor of Business Degree from the University of Technology, Sydney; or hold an equivalent qualification; or submit such other evidence of general and professional qualifications as will satisfy the Academic Board that the applicant possesses the educational preparation and capacity to pursue graduate studies; and shall satisfy such additional requirements as may be prescribed by Faculty Board.

Each applicant is required, prior to admission, to submit a thesis topic for acceptance in the program. In general, proposed topics will be raised in the first instance with the program coordinator. The coordinator will then advise which Head of School should be contacted. The student should then resolve with the relevant Head of School whether the thesis topic is manageable.

Course Requirements

Two subject requirements have been established to help each candidate with the preparation of his or her thesis. The first is a research techniques subject, the second subject involves formal seminar presentations giving an update of thesis research. Each of four of the faculty's schools coordinates and organises its own two-subject sequence. These are detailed below for each of the schools.

School of Management

- 21785 Research Techniques in Management
- 21786 Research Seminars in Management

School of Accounting

- 22785 Research Techniques in Accounting
- 22786 Research Seminars in Accounting

School of Finance and Economics

- 25785 Research Techniques in Finance and Economics
- 25786 Research Seminars in Finance and Economics

School of Marketing

- 24785 Research Techniques in Marketing
- 24786 Research Seminars in Marketing

Students are required to complete the two-subject sequence relevant to their thesis topic. For example, a student who is researching a topic in accounting will be required to complete 22785 and 22786.

The first subject is normally taken in Autumn semester, immediately following admission to the course. This subject introduces each candidate to a range of methodologies used in researching business topics.

The second subject is a continuing subject taken every semester. This subject provides a forum for candidates to present papers which form part of the preparation of their thesis. Attendance at these seminars is compulsory, as is the presentation of one paper each semester. These seminars will be held in the evenings on approximately seven occasions each semester.

In addition, candidates may be required to complete particular subjects which will assist them in completing their thesis. In certain cases students may be granted provisional entry. This means they have to complete specified subjects before commencing their research seminars.

In general terms, the requirement of the degree is the preparation of a thesis which is judged by its examiners to be "... a distinct contribution to the knowledge of the subject whether by original investigation or by review, criticism or design."

The thesis itself is expected to be in the vicinity of 40,000 words, and be of distinct relevance to business in areas such as accounting, marketing, finance and economics, and management.

A Masters Degree candidate shall not normally be eligible for the award of a Masters Degree (by thesis) until:

- In the case of a full-time student, at least four semesters have elapsed from the time of his/her registration as a Masters Degree candidate; or
- In the case of a part-time or external student, at least six semesters have elapsed from the time of his/her registration as a Masters Degree candidate, except that a student who is specially qualified in the relevant discipline may, with the approval of Academic Board, be eligible for the award in less than the normal minimum time.

MASTER OF BUSINESS ADMINISTRATION

The Master of Business Administration (MBA) program is aimed specifically at mid-career managers able to attend only on a part-time basis outside business hours. The course provides the opportunity to pursue in greater depth, in the fourth year, one of a number of speciality strands in areas relevant to career interests.

Admission Requirements

To be eligible for admission to the program an applicant shall hold an undergraduate degree from a recognised university or College of Advanced Education; and have extensive practical and work experience in industry, commerce or government of at least four years' duration.

Course Structure

The course consists of 16 subjects, taken at the normal rate of two subjects each semester. Applicants who are specifically qualified in the relevant discipline may be granted advanced standing. Enquiries should be made to the Graduate School of Business on 330 3552.

Specialised Strand

There is scope for students to develop their own speciality strand from subjects offered in the graduate program after discussion with the appropriate academic staff and with the approval of the Director of the MBA.

The Project

This allows students to examine an organisation and to utilise in the problem definition, resolution, decision making, and implementation phases of the study, the skills, procedures and knowledge acquired in the course. The project will be assessed by Report.

Transfer to the MBA

Transfer to the MBA may be granted to students already enrolled in one of the Faculty of Business postgraduate diploma courses. The basic requirements for transfer are that at least a credit average was achieved, the student does not "take out" the original award and that the transferee meet the work requirements of the MBA.

Transfer from the Graduate Diploma in Administration

As the GDA is an integral part of the MBA, it is possible to transfer after completing the first year of the GDA provided a credit average has been obtained; and the applicant satisfies the work experience requirements of admission to the MBA.

Alternatively, transfer to the MBA can be made after completing eight subjects provided the credit average is achieved and the work experience requirement is met.

COURSE PROGRAM

Each subject involves three hours attendance each week for one semester, unless otherwise stated, with a total load of 96 credit points.

Semester 1	
25706	Economics for Management
21710	Quantitative Methods

Semester 2	
22726	Accounting and Financial Administration
21718	Organisation Analysis and Design

Semester 3	
25742	Financial Management
24734	Managerial Marketing

Semester 4	
79729	Legal Environment of Business
21719	Organisational Behaviour

Semester 5	
22727	Information for Management Decisions
21720	Employment Relations

Semester 6	
25707	Government-Business Relations One subject from Speciality Strand

Semester 7	
Two subjects from Speciality Strand	

Semester 8	
21721	Business Policy Integrating Business Project

Speciality Strands

Speciality Strands for the final year are outlined below.

Banking

25741	Capital Markets
25751	Financial Institution Management
25752	Financial Institution Lending
25791	Business Project - Banking

Corporate Accounting

Two of the following:

22751	Corporate Accounting Issues
79733	Companies and Securities Law
22730	EDP Control and Audit
plus	
22743	Financial Statement Analysis and Financial Modelling
22790	Business Project - Corporate Accounting

Employment Relations

21702	Industrial Relations
21724	Human Resource Management
79731	Industrial Law
21790	Business Project - Employment Relations

Finance

25741	Capital Markets
25721	Investment Management
25731	International Financial Management
25790	Business Project - Finance

Note: Other combinations of Finance subjects may be chosen.

International Business

Three of the following subjects (*plus* the project):

- 25731 International Financial Management
- 24738 International Marketing Management
- 21717 International Management
- 79742 International Business Law
- 26790 Business Project - International Business

Management

- 21722 Management I
- 21723 Management II
- 21730 Managerial Skills Workshop
- 21791 Business Project - Management

Marketing

- 24737 Marketing Information Management
- 24730 Advanced Marketing Management
- 24736 Marketing Communication *or*
- 24738 International Marketing Management *or*
- 24742 New Product Management
- 24790 Business Project - Marketing

Operations Management

- 21741 Operations Management
- 21748 Business Project - Operations Management and two (2) of the following:
 - 21742 Quantitative Management
 - 21743 Productivity and Quality Management
 - 21744 Production Planning and Control
 - 21745 Service Operations Management
 - 21747 Operations Management Policy
 - 21787 Quality Strategy

GRADUATE DIPLOMA IN ADMINISTRATION

The course has been designed to provide a basis for the development of careers in management for graduates who have not previously undertaken an administrative studies degree course.

Course Objectives

The aims of the course are to enable suitably qualified applicants to gain an understanding of the administrative processes and a knowledge of contemporary approaches to them for the effective performance of managerial functions; develop and improve skills in decision making and problem solving; and obtain an understanding of the environment in which firms operate.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant

possesses the educational preparation and capacity to pursue graduate studies.

A limited number of places in the latter category will be available to applicants who have extensive business experience and who have held a position of responsibility but who have no formal tertiary education. See also **Transfer to the MBA**, above.

COURSE PROGRAM

The program is structured on a part-time basis over a two-year period. Students take a maximum of eight subjects at the normal rate of two each semester. Each subject requires the equivalent of three hours class attendance each week.

Semester 1

- 25706 Economics for Management
- 21710 Quantitative Methods

Semester 2

- 22726 Accounting and Financial Administration
- 21718 Organisation Analysis and Design

Semester 3

- 22727 Information for Management Decisions
- 24701 Contemporary Marketing Management

Semester 4

- 79729 Legal Environment of Business
- 21715 Strategic Management

GRADUATE DIPLOMA IN ACCOUNTING AND FINANCE

The skills required by accountants have been changing over the last decade under the influence of modern technology and this influence is likely to accelerate in the next few years. The major technological influence on accounting, (viewed as a discipline concerned with the management of information for use by organisations and individuals) is the rapid development of computer hardware and software.

There are now two major accounting activities. First there are the technical skills involved in the collection, classification and reporting of information. The second important activity is the understanding of the interface in the use of information. Knowledge of the behavioural impact of accounting information, organisational relations, and the utilisation of accounting information for corporate financial decisions is important to managers of accounting information systems. For instance, many job situations require an understanding of the issues arising in modern finance practice and in particular require techniques for financial appraisal and for designing an appropriate funding mix.

Students enrolling in the program will also be expected to adapt quickly to these new developments in the profession.

Structure and Scope of the Course

The course consists of eight subjects which may be selected according to academic background and interest. Students who want to deepen their understanding of accounting and information systems would select subjects 22751 Corporate Accounting Issues, 22730 EDP Control and Audit and 22705 Management Planning and Control. Students who wish to develop their understanding of corporate finance functions would tend to select other subjects. In addition, students interested in banking finance may now select from two new electives: 25751 Financial Institution Management and 25752 Financial Institution Lending.

The program shown below has been designed for maximum flexibility. Any combination of subjects may be chosen from the ones listed (subject to prerequisites shown) except that the subject 22726 Accounting and Financial Administration must not be taken by students who have undertaken an accounting major in undergraduate studies.

The overall study program will contain some formal lectures but generally the material will be presented in seminars. The knowledge and insight of participants with detailed experience in business and government will be combined with presentations by the academic staff of new developments in their disciplines and the results of current research.

In addition to class activity students will be exposed to the practical aspects of business and a substantial amount of independent reading.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education, with an accounting major; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies in accounting and finance.

A limited number of places in the latter category will be available to applicants who have extensive business experience and who have held a position of responsibility but who have no formal tertiary education.

COURSE PROGRAM

Semester 1

79733	Companies and Securities Law
22708	Management Information Systems

Semester 2

25765	Corporate Finance
22751	Corporate Accounting Issues, <i>or</i>
22726	Accounting and Financial Administration*

Semester 3**

22705	Management Planning and Control
25721	Investment Management
22743	Financial Statement Analysis and Financial Modelling
25751	Financial Institution Management

Semester 4**

22730	EDP Control and Audit
25741	Capital Markets
25744	Current Issues in Finance
25752	Financial Institution Lending

*Students who have completed accounting subjects in their undergraduate studies must not enrol in 22726 Accounting and Financial Administration.

**Students elect to take two of the four subjects offered.

MASTER OF BUSINESS IN ACCOUNTING

This specialisation is designed to satisfy the Professional Practice Modules of the Institute of Chartered Accountants as part of their academic requirements. It consists of nine subjects, three of which satisfy the requirements of the Institute, and has a total load of 60 credit points.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education with an Accounting major; or a relevant (i.e. cognate) graduate diploma offered by UTS (or an equivalent course offered by a recognised university or College of Advanced Education) at a credit level; and satisfaction of the entry requirements set by the Institute of Chartered Accountants in Australia for their Professional Year.

COURSE PROGRAM

Semester 1

79718	Advanced Taxation
22705	Management Planning and Control

Semester 2

22751	Corporate Accounting Issues
22730	EDP Control and Audit

Semester 3	
79811	Taxation Module
22812	Accounting Module II

Semester 4	
22810	Accounting Module I
22760	Applied Research Skills

Semester 5	
22791	Business Project - Accounting (12cp)

MASTER OF BUSINESS IN ACCOUNTING AND FINANCE

This specialisation is offered jointly by the School of Accounting and the School of Finance and Economics.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and at least two years relevant work experience; or the completion of a relevant (i.e. cognate) graduate diploma offered by UTS (or an equivalent course offered by a recognised University or College of Advanced Education) at a credit level; and at least two years relevant work experience.

Students who gain admission under the first category but who do not hold a cognate degree must take the preliminary subjects 22726 Accounting and Financial Administration and 25761 Elements of Financial Management.

Students who are admitted under the latter category above are eligible for up to six exemptions.

COURSE PROGRAM

(for candidates holding a cognate degree)

Semester 1	
79733	Companies and Securities Law
25741	Capital Markets

Semester 2	
22751	Corporate Accounting Issues
25765	Corporate Finance

Semester 3*	
25721	Investment Management
22743	Financial Statement Analysis and Financial Modelling
22705	Management Planning and Control

Semester 4	
22760	Applied Research Skills <i>plus</i> one elective** or two electives**

Semester 5	
22793	Business Project - Accounting and Finance (12cp) or two electives (12cp)**

* Students elect to take two of the three subjects offered.

** Students who wish to take the Accounting Project must take 22760 Applied Research Skills.

Suggested electives include: 22708 Management Information Systems, 22730 EDP Control and Audit, 25705 Financial Modelling and Forecasting, 25744 Current Issues in Finance, 25751 Financial Institution Management, 25752 Financial Institution Lending, 25762 Synthetic Financial Products, 25763 Corporate Treasury Management, 25764 Venture Capital Finance.

GRADUATE CERTIFICATE IN BANKING

The skills required by people in the finance industry, whether it be in banking or corporate finance, have been changing over the last decade, under the influence of modern technology, deregulation and globalisation of the financial system.

The purpose of the course is to provide banking practitioners with the opportunity to acquire performance enhancing skills and expertise in the finance industry. The course will provide the knowledge and skills required of the modern successful banker.

The successful completion of the Graduate Certificate in Banking may provide graduates with qualifications for Senior Associate membership of the Australian Institute of Bankers.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience in the finance industry; or completion of the Graduate Certificate in Financial Studies; and relevant work experience in the finance industry.

Transfer to the Master of Business in Banking and Finance

Students who have successfully completed the course at a credit average (and without any failures) may be eligible to apply for entry to the Master of Business in Banking and Finance. Exemptions for up to four subjects may be granted.

Transfer to the Graduate Diploma in Banking and Finance

Students who have successfully completed the Graduate Certificate in Banking may apply to transfer to the Graduate Diploma in Banking and Finance.

If this option is taken the student will undertake the remaining four subjects of the Graduate Diploma in Banking and Finance in his/her second (and final) year of study.

Course Fees

This course is offered on a full fee-paying basis. The current cost is \$1250 per subject.

COURSE PROGRAM

The course is a one year part-time program.

Semester 1

25741	Capital Markets
25751	Financial Institution Management

Semester 2

25752	Financial Institution Lending
25721	Investment Management
	or
79775	Finance Law

GRADUATE CERTIFICATE IN FINANCIAL STUDIES

The skills required by people in the finance industry, whether it be in banking or corporate finance, have been changing over the last decade, under the influence of modern technology, deregulation and globalisation of the financial system.

The aim of the course is to provide a tertiary level knowledge of the foundations of modern finance theory and practice. It would be of particular interest to those graduates working in the various fields of finance whose degree is in a field other than business, finance, commerce or accounting.

The course may also be undertaken by a limited number of non-graduates who have outstanding work experience.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies.

Transfer to the Master of Business in Banking and Finance

Successful completion of the course at a credit average (and without any failures) provides entry qualification to the Master of Business in Banking and Finance, with exemptions from the first year. However, if the Master of Business (Banking and Finance) is subject to quota and the number of applicants from the Graduate Certificate in Financial Studies exceeds this quota, applications will be accepted in order of merit.

Transfer to the Graduate Diploma in Banking and Finance

Students who have successfully completed the Graduate Certificate in Financial Studies may apply to transfer to the Graduate Diploma in Banking and Finance.

If this option is taken the student will undertake the remaining four subjects of the Graduate Diploma in Banking and Finance in his/her second (and final) year of study.

Course Fees

This course is offered on a full fee-paying basis. The current cost is \$1250 per subject.

COURSE PROGRAM

The course is a one-year part-time program.

Semester 1

25706	Economics for Management
25761	Elements of Financial Management

Semester 2

22726	Accounting and Financial Administration
25705	Financial Modelling and Forecasting

GRADUATE DIPLOMA IN BANKING AND FINANCE

This course has been designed for those who have completed either the Graduate Certificate in Financial Studies or the Graduate Certificate in Banking. The student then undertakes the remaining four subjects during his/her period of enrolment in the Graduate Diploma.

Admission Requirements

Prior completion of either the Graduate Certificate in Financial Studies or the Graduate Certificate in Banking.

Course Fees

This course is offered on a full-fee paying basis. The current cost is \$1250 per subject.

COURSE PROGRAM

25706	Economics for Management
25761	Elements of Financial Management
22726	Accounting and Financial Administration
25705	Financial Modelling and Forecasting
25741	Capital Markets
25751	Financial Institution Management
25752	Financial Institution Lending
25721	Investment Management
	or
79775	Finance Law

MASTER OF BUSINESS IN BANKING AND FINANCE**Admission Requirements**

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or a limited number of places will be available to applicants who have substantial work experience and who have successfully completed the Graduate Certificate in Financial Studies, with a credit average, or the Graduate Certificate in Banking.

Students who are admitted under the first category may be eligible for up to four exemptions. Usually, these would be the first four subjects.

COURSE PROGRAM**Semester 1**

25706	Economics for Management
25761	Elements of Financial Management

Semester 2

25705	Financial Modelling and Forecasting
22726	Accounting and Financial Administration

Semester 3

25741	Capital Markets
25765	Corporate Finance

Semester 4

79775	Finance Law
25721	Investment Management

Semester 5

25743	Corporate Financial Analysis
	Elective

Semester 6

	Elective
	Elective

Electives

25731	International Financial Management
25751	Financial Institution Management

25752	Financial Institution Lending
25753	Issues in Banking
25762	Synthetic Financial Products
25763	Corporate Treasury Management
25764	Venture Capital Finance
25790	Business Project - Finance

The following "half" subjects will also be offered:

25807	Mergers and Acquisitions
25809	Technical Analysis
25811	Swaps
25812	Fund Raising in International Markets
25813	Financial Negotiation Skills

GRADUATE DIPLOMA IN EMPLOYMENT RELATIONS

The course has been designed primarily for men and women who are currently employed or show potential for employment, at senior policy-making levels in the fields of employment relations, including the specific areas of personnel management, industrial relations, occupational health, affirmative action and training.

Course Objectives

The main objective is to provide an opportunity for in-depth study at a professional level, of those factors contributing to the complexity of decision making in Australian Personnel Management and Industrial Relations. As a result of this study, students should improve the quality of their own skills, problem solving and decision making and their ability to give advice to senior management. In addition the course provides an opportunity for line managers from the functional areas of management, and other qualified persons with a specialist interest, to improve their competency in this field.

Admission Requirements

The general admission requirements are: a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies.

A limited number of places in the latter category will be available to applicants who have extensive experience in the employment relations field and who have held a position of responsibility but who have no formal tertiary education.

In addition to the above formal qualifications to qualify for admission to the program, applicants need to provide evidence that they have had recent practical experience at a responsible level in either

Personnel Management or Industrial Relations – in business, the public sector or trade unions; they are gaining experience in Employment Relations that will subsequently equip them to hold a responsible senior position; or they have had experience in line management where further knowledge and skills in Personnel Management and/or Industrial Relations would be extremely beneficial.

Admission to the course is on a quota basis and is determined on the basis of the student's ability to cope with the content of the course, benefit from it and make use of it in Australian business or government organisations.

This course is fully accredited by the Institute of Personnel Management Australia.

Structure and Scope of the Course

Each student's study program is made up of formal lectures, seminars, project and fieldwork. In the final stages of the course students are involved to a greater degree in seminar activity involving independent reading and discussion in seminar sessions of topics essential to the field.

The aim of the whole course is to achieve a sound balance of theory and practice. Consequently the course includes such practical activities as participation in staff selection activities and human resource development activities, observation of day-to-day activities of trade union officials, observation of proceedings before industrial tribunals, etc.

COURSE PROGRAM

Semester 1	
21720	Employment Relations
79731	Industrial Law
Semester 2	
21719	Organisational Behaviour Elective*
Semester 3	
21724	Human Resource Management
21725	Organisational Change and Adaptation
Semester 4	
21702	Industrial Relations
21760	Employment Conditions

*Elective

Students choose one of the following subjects:

79711	Advanced Industrial Law
21729	Public Personnel Management
	or

A graduate subject conceptually related to the course and the student's own area of interest and responsibility, as approved by the course coordinator.

GRADUATE DIPLOMA IN EMPLOYMENT RELATIONS (INDUSTRIAL LAW)

A Graduate Diploma in Employment Relations which specialises in Industrial Law is also available.

COURSE PROGRAM

Semester 1	
21720	Employment Relations
79731	Industrial Law
Semester 2	
21702	Industrial Relations
79711	Advanced Industrial Law
Semester 3	
21724	Human Resource Management
79752	Employment Legislation
Semester 4	
21760	Employment Conditions
79753	Current Issues and Industrial Law

MASTER OF BUSINESS IN EMPLOYMENT RELATIONS

Admission Requirements

The general admission requirements are a business or related degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or completion of Graduate Diploma in Employment Relations at the credit level; and a minimum of two years relevant work experience.

Students who are admitted under the first category may be eligible for up to four exemptions. Students who are admitted under the latter category will be required to complete four subjects to obtain the Master of Business in Employment Relations (see note below).

COURSE PROGRAM

Semester 1	
21720	Employment Relations
79731	Industrial Law
Semester 2	
21719	Organisational Behaviour Elective
Semester 3	
21724	Human Resource Management
21725	Organisational Change and Adaptation
Semester 4	
21702	Industrial Relations
21760	Employment Conditions

Semester 5

21751	Management Research Methods
21752	Employment Relations Project Design

Semester 6

21750 Advanced Theory in Employment Relations

21716 Employment Relations Project

Students who hold the Graduate Diploma in Employment Relations with credit (or its equivalent) will be required to complete four additional subjects to obtain the Master of Business in Employment Relations. These are:

Autumn semester

21751	Management Research Methods
21752	Employment Relations Project Design

Spring semester

21750 Advanced Theory in Employment Relations

21716 Employment Relations Project

Students who expect to complete the requirements for the Graduate Diploma in Employment Relations at a credit average, may apply to transfer to the Master of Business in Employment Relations. They will be required to undertake the subjects listed above in semester 5 and semester 6 of the Masters degree course.

GRADUATE CERTIFICATE IN SPORTS MANAGEMENT

The Graduate Certificate in Sports Management is a one year full fee-paying course. The program is focused on producing graduates with an advanced understanding of the specialist context in which sport is played and organised and with the knowledge and skills necessary to effectively manage in an increasingly dynamic sector of the leisure industries. It will provide management skills necessary to enhance career prospects in the sports management field as well as analytical skills needed for critical appraisal of developments in the field.

Admission Requirements

The admission requirements for the Graduate Certificate are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies.

Structure and Scope of the Course

The program is intended to provide a knowledge and skills base for the manager of a small organisation or a junior manager in a larger organisation. Students are required to complete three compulsory subjects and one elective subject.

COURSE PROGRAM

Semester 1

27715	Management of Australian Sport
27716	Sports Marketing

Semester 2

	Elective
27717	Event and Facility Management

Electives

Students will choose electives from those listed below:

56742	Applied Public Relations
22738	Accounting Practices for Management
27704	Economics of Leisure and Tourism
27710	Popular Culture
27702	Applied Leisure Theory
27713	Leisure Management
27711	Leisure and Tourism Planning
27705	Tourism Systems

Students may choose subjects from graduate programs offered across the university. By negotiation, students may undertake approved subjects offered by other universities.

GRADUATE DIPLOMA IN ARTS MANAGEMENT

The Graduate Diploma in Arts Management is a two year part-time, full fee-paying course offered with the support of the National Arts Industry Training Council. It is an intensive course designed primarily for administrators who have experience in the arts industries and are seeking professional management training. The emphasis of the course is on management skills applied in a cultural context.

The program adopts a wide definition of the arts and addresses the training needs of cultural workers across theatre, film, music, galleries, museums, and funding bodies and regional arts centres.

The program takes an interdisciplinary approach drawing from established disciplines (such as cultural studies and sociology) and areas of professional studies (such as marketing, law and management).

Course Objectives

The objectives of the program are to provide an understanding of the role and function of the arts in Australia as they are shaped by historical, economic, social and political forces; to develop skills in management and cultural programming for those who are employed in or wish to enter the field of arts management; and to combine practical skills in management with the ability to research and think critically about arts organisations and planning.

Admission Requirements

The general admission requirements are a degree or equivalent award and substantial administration or management experience in the arts or a related industry; or non-graduates with extensive work experience in management and who wish to make a definite career change into arts administration may also apply. Applicants may be required to attend an interview prior to an offer of entry being made.

Course Fees

This course is offered on a full fee-paying basis. The current cost is \$850 each semester.

Structure and Scope of the Course

The program is offered on a part-time basis only. It consists of six compulsory subjects and two electives, taken at the normal rate of two subjects each semester over two years.

COURSE PROGRAM

Semester 1

27753	The Arts Environment in Australia
27759	Accounting and Financial Management for the Arts

Semester 2

27755	Arts Organisations and Management
27756	Law and the Arts

Semester 3

27752	Marketing for the Arts Elective 1
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Semester 4

27754	Arts Management Research Project Elective 2
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Elective Subjects

Elective subjects offered within the School of Leisure and Tourism Studies include:

27710	Popular Culture
27811	Cultural Tourism
27707	Leisure and Tourism Research
27714	Tourist Attraction Management

Students may choose subjects from graduate programs offered across the university. By negotiation, students may undertake approved subjects offered by other universities.

GRADUATE DIPLOMA IN LEISURE MANAGEMENT

The Graduate Diploma in Leisure Management focuses on producing graduates with an advanced understanding of the specialist context in which leisure is experienced/practised and organised and with the knowledge and skills necessary to effectively manage in the increasingly dynamic environment of the leisure industries. Students will attain management skills necessary to enhance career prospects in the leisure management field as well as analytical skills needed for critical appraisal of developments in the field.

Course Objectives

The objectives of the program are to provide graduates with: (a) an understanding of the meanings of leisure and leisure's role in modern society, including: the relationships between leisure and work; human behaviour and leisure; policy making and leisure; and the involvement of the commercial, government and voluntary sectors; and (b) demonstrated advanced professional knowledge and skills necessary in leisure management including: the ability to initiate, recognise and respond to contemporary trends in leisure management; financial management; marketing and planning; research and analysis; public relations; event and facility management; and knowledge of the legal implications of leisure management practice.

Admission Requirements

The general admission requirements area degree from a recognised university or College of Advanced Education; or for non-graduates, extensive experience in the planning, administration or delivery of leisure or related services. (There are a limited number of places reserved for those who fall within this category.)

Structure and Scope of the Course

Students are required to complete eight subjects comprising six compulsory subjects and two electives.

Students undertaking the full-time program will usually study four subjects each semester and, under normal circumstances, complete the program in one year.

Students undertaking the part-time program will usually study two subjects each semester and under normal circumstances, complete the program in two years.

COURSE PROGRAM

Full-Time Program

Semester 1	
27702	Applied Leisure Theory
27701	Leisure Industry Organisation and Policy
27707	Leisure and Tourism Research Elective

Semester 2	
27713	Leisure Management
27807	Tourism and Leisure Marketing
27751	Accounting Practices for Management Elective

Part-Time Program

Semester 1	
27702	Applied Leisure Theory
27701	Leisure Industry Organisation and Policy

Semester 2	
27713	Leisure Management
27807	Tourism and Leisure Marketing

Semester 3	
27707	Leisure and Tourism Research Elective

Semester 4	
27751	Accounting Practices for Management Elective

Electives

Students will be required to select at least one of the following subjects:

27704	Economics of Leisure and Tourism
27711	Leisure and Tourism Planning
27710	Popular Culture
27811	Cultural Tourism
27706	Tourism Management
27809	Leisure Studies Project
27945	Leisure and Tourism Futures
21720	Employment Relations Event and Facility Management

Students may choose subjects from graduate programs offered across the university. By negotiation, students may undertake approved subjects offered by other universities.

GRADUATE DIPLOMA IN SPORTS MANAGEMENT

The Graduate Diploma in Sports Management is a full fee-paying two-year course which focuses on producing graduates with an advanced understanding of the specialist context in which sport is played and organised and with the knowledge and skills necessary to effectively manage in an increasingly dynamic sector of the leisure industries. It will provide management skills necessary to enhance career prospects in the sports management field as well as analytical skills needed for critical appraisal of developments in the field.

The diploma course is intended to develop a wide range of knowledge and skills for those already in, or with ambitions to move to, more senior positions.

Admission Requirements

The admission requirements for the Graduate Diploma are prior successful completion of the Graduate Certificate, or a degree from a recognised university or College of Advanced Education; and a minimum of four years relevant work experience at an appropriate management level; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies.

COURSE PROGRAM

Semester 1	
27715	Management of Australian Sport
27716	Sports Marketing

Semester 2	
	Elective
27717	Event and Facility Management

Semester 3	
	Elective
27707	Leisure and Tourism Research

Semester 4	
27718	Sport and the Law
56744	Public Relations Management

Electives

Students will choose electives from those listed below:

27702	Applied Leisure Theory
27713	Leisure Management
27704	Economics of Leisure and Tourism
27705	Tourism Systems
27710	Popular Culture
27711	Leisure and Tourism Planning
27751	Accounting Practices for Management
56742	Applied Public Relations

Students may choose subjects from graduate programs offered across the university. By negotiation, students may undertake approved subjects offered by other universities.

GRADUATE DIPLOMA IN TOURISM MANAGEMENT

The Graduate Diploma in Tourism Management is an advanced and intensive course designed to provide the necessary knowledge and skills for graduates seeking or pursuing management careers in the tourism industry.

The course recognises the broad multi-sectoral scope of the tourism industry, and from that perspective it provides a conceptual framework for the study and practice of tourism management. Within its structure the course enables students to pursue a generalist approach or to specialise, via electives and project topics, on single industry sectors and/or specific managerial functions.

The program has been designed for students who have significant management level experience in the tourism industry, and students with appropriate tertiary-level skills wishing to apply them in the tourism industry.

Admission Requirements

General admission requirements are a degree from a university or College of Advanced Education and either some experience in the tourism industry, or a definite intention to enter it; or a relevant TAFE Associate Diploma and a track record of career progress in the tourism industry; or experience at senior level management in the tourism industry for applicants who have other or no formal educational qualification.

Applicants may be required to attend an interview prior to an offer of entry being made.

Structure and Scope of the Course

The program extends over one year full-time or two years part-time. Students must complete five compulsory subjects and three electives.

Students undertaking the full-time program will usually study four subjects each semester and, under normal circumstances, complete the program in one year.

Students undertaking the part-time program will usually study two subjects each semester and under normal circumstances, complete the program in two years.

Full-Time Program

Semester 1

27705	Tourism Systems
27708	The Travel and Tourism Industry
27707	Leisure and Tourism Research
	Elective 1

Semester 2

27807	Tourism and Leisure Marketing
27706	Tourism Management
	Elective 2
	Elective 3

Part-Time Program

Semester 1

27705	Tourism Systems
27708	The Travel and Tourism Industry

Semester 2

	Elective 1
	Elective 2

Semester 3

27707	Leisure and Tourism Research
	Elective 3

Semester 4

27807	Tourism and Leisure Marketing
27706	Tourism Management

Electives

Elective subjects within the leisure/tourism field include:

27711	Leisure and Tourism Planning
27701	Leisure Industry Organisation and Policy
27704	Economics of Leisure and Tourism
27808	Travel and Tourism Law
27945	Leisure and Tourism Futures
27811	Cultural Tourism
27806	Tourism Management Project
27714	Tourism Attraction Management
27915	Applied Studies A
27925	Applied Studies B
27935	Applied Studies C

Students may choose subjects from graduate programs offered across the university. By negotiation, students may undertake approved subjects offered by other universities.

MASTER OF ARTS IN LEISURE STUDIES

The Master of Arts in Leisure Studies can be completed by thesis or coursework. The course has been designed for managers and administrators working in the leisure and tourism industries who wish to pursue advanced studies, either to enhance their knowledge and understanding of leisure and

tourism or to address policy or management issues. The program is also designed for those with appropriate academic qualifications who wish to study more academic or theoretical issues as a basis for a research or academic career.

Course Objectives

The objectives of the program are to provide an opportunity for advanced study of leisure; to provide an opportunity for in-depth exploration of leisure phenomena within a chosen disciplinary or applied field; and to develop critical and analytical skills as applied to leisure policy, management and theory.

Admission Requirements

To be eligible for admission to the program an applicant must hold an honours degree, or a postgraduate diploma with a credit grade average; and satisfy the course coordinator that he/she has a basic level of knowledge and skills in social science research methods; leisure or tourism theory; and one of the three specialisations of the course, namely cultural studies/sociology; public policy and/or planning; or management/marketing relevant to leisure and tourism

Candidates not meeting these requirements will be required to take appropriate bridging subjects, and pass them at credit level before being admitted to the MA program.

Admission with Advanced Standing

Advanced standing may be granted for a maximum of two taught subjects and will be granted only for approved studies completed at graduate level and for which a credit grade has been obtained: Advanced Standing will not be granted for subjects completed as part of an honours program or graduate diploma program which has been assessed as part of the necessary qualifications for the candidate's entry to the MA program.

Advanced Standing will not be granted for the thesis or the MA project.

Thesis and Project Supervision

Whether working on a thesis or MA project, the student will be allocated an appropriate supervisor from among the staff of the School. Where additional expertise is required, additional supervisors will be appointed from other parts of the university or beyond.

Students will be required to submit outline study proposals by a specified date. A detailed study outline will be submitted early in the study period by arrangement with the supervisor.

The choice of topic and study framework will be required to relate to the area of specialisation which the student has studied in the taught part of the course.

Students will be expected to present their study proposals and the results of their studies in seminar situations.

Students will be required to meet regularly with their supervisors – normally on a fortnightly basis. In situations where students have similar study topics or are at a similar stage in their research and could benefit from the interchange, joint meetings of students will be arranged.

The course coordinator will arrange a Graduate Research Seminar which will be attended by all students involved in thesis or project work. When students are at the planning stage the seminar will take place relatively frequently, (approximately every two weeks); the purpose will be to guide students collectively in the research planning process and provide students with the opportunity to present their proposals to their peers and benefit from critical debate. At later stages the seminar will be held less frequently; the purpose of these later meetings will be for students to report progress and present findings.

MA projects will be assessed by two internal markers. In the case of theses an internal marker (not the supervisor) and an external marker will be appointed and the student may be required to attend a viva voce examination.

The submission date for a thesis will be two semesters after the start of the MA program for a full-time student and four semesters after the start of the program for a part-time student. This will normally mean a submission date at the end of semester in November.

Structure and Scope of the Course

The Master of Arts in Leisure Studies is normally completed in one year full-time or in two years part-time. The program may be completed either by coursework or by thesis.

Bridging Subjects

Up to four bridging subjects are provided for those candidates with insufficient background in research methods, leisure/tourism theory or one of the specialist areas:

Research Methods

27707 Leisure and Tourism Research

Leisure or Tourism Theory

27702 Applied Leisure Theory

or

27705 Tourism Systems

Specialisations

27710	Popular Culture or
27811	Cultural Tourism or
27701	Leisure Industry Organisation and Policy or
27807	Tourism and Leisure Marketing

Full-Time Program by Coursework**Semester 1**

27941	Advanced Research Methods for Leisure and Tourism Studies
27943	Sociology of Leisure or
27942	Advanced Tourism and Leisure Marketing or
27944	Leisure Policy Two elective subjects

Semester 2

Two elective subjects
MA Project (8,000-10,000) words

Part-Time Program by Coursework**Semester 1**

27941	Advanced Research Methods for Leisure and Tourism Studies
27943	Sociology of Leisure or
27942	Advanced Tourism and Leisure Marketing or
27944	Leisure Policy

Semester 2

Two elective subjects

Semester 3

Two elective subjects

Semester 4

MA Project (8,000-10,000 words)

Note: elective subjects can be drawn from approved graduate subjects from the leisure/tourism program or elsewhere in the faculty or university.

Full-Time Program by Thesis**Semester 1**

27941	Advanced Research Methods for Leisure and Tourism Studies
27943	Sociology of Leisure or
27942	Advanced Tourism and Leisure Marketing or
27944	Leisure Policy Thesis work

Semester 2

Thesis work

Part-Time Program by Thesis**Semester 1**

27941	Advanced Research Methods for Leisure and Tourism Studies
27943	Sociology of Leisure or
27942	Advanced Tourism and Leisure Marketing or
27944	Leisure Policy

Semester 2

Thesis work

Semester 3

Thesis work

Semester 4

Thesis work

MASTER OF LOCAL GOVERNMENT

This course aims to provide individuals with appropriate backgrounds the opportunities to develop both a sound knowledge of major community issues being addressed by local government, and management competencies in dealing with them. While there will be a local government emphasis, a broader public sector orientation will be maintained throughout the course.

Admission Requirements

The general admission requirements are a degree in a discipline appropriate to the activities of local government; **and** a sound knowledge of the environment and operations of local government, and demonstrated competence in a relevant functional and/or professional field.

Successful applicants would normally be expected to have a minimum of five years relevant experience in a professional and/or administrative position following attainment of the minimum required educational qualifications for that position.

Students who do not possess a degree or equivalent may be considered for provisional admission if they can demonstrate possession of other relevant post-secondary qualifications; a minimum of five years work experience at a senior level in local government; **and** adequate preparation and capacity to pursue successfully postgraduate studies.

Course Structure

The course is offered by part-time mode, normally completed over three years (six semesters). All students will enrol in the Masters course. Those

students who successfully complete the foundation of six subjects plus two elective subjects (or one elective and one project subject) will be permitted to withdraw from the course and graduate with a Graduate Diploma in Local Government.

COURSE PROGRAM

Semester 1	
43451	Environment of Professions in Local Government
21728	Public Sector Management
Semester 2	
43452	Environmental Management
21731	Resources Management (Public)
Semester 3	
43453	Infrastructure Management Project or Elective or Research Stream I
Semester 4	
21729	Human Resource Management (Public) Project or Elective or Research Stream II
Semester 5:	
	Elective or Project or Research Stream III
	Project or Elective or Research Stream IV
Semester 6	
43454	Managing Local Enterprise
21758	Strategic Management (Public)

Electives

Students may submit for approval a portfolio of up to four elective subjects prior to enrolment in those subjects. Students will be counselled in selecting a balanced portfolio.

Applied Research Stream

Students who demonstrate aptitude for research and who have gained a minimum average credit assessment in the first four subjects of the course may be permitted to undertake a research stream (equivalent to four subjects). High quality students may view this as preparation for a PhD.

Work Projects (Action Learning)

Students will have the option of undertaking an action learning project, equivalent to one subject. It will normally combine investigation and action in a real work situation in which both the employer and the university have an interest in the outcome.

Articulation Program from Graduate Diploma in Local Government Engineering

Subject to the availability of places, students who have completed the Graduate Diploma in Local

Government Engineering at a minimum Credit level average may gain entry to this Masters course with advanced standing. Such students will be required to complete a further six subjects, normally over three semesters.

COURSE PROGRAM

Semester 1	
43451	Environment of Professions in Local Government
21728	Public Sector Management
Semester 2	
21731	Resources Management (Public)
21729	Human Resource Management (Public)
Semester 3	
43454	Managing Local Enterprise
21758	Strategic Management (Public)

MASTER OF BUSINESS IN MANAGEMENT

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies in management (the number of students admitted under this provision will be strictly limited); evidence that the applicant has current or recent experience at middle to senior management levels in business or the public sector; and at least five years of relevant work experience.

Applicants must be nominated by a sponsoring organisation which is willing to pay full course fees; allow the student sufficient time off to participate in evening classes, workshops and other activities; free the student from all work duties for a three-month period for the Action Learning Program; nominate organisational problems suitable for the Action Learning Program; and provide a senior executive who will act as mentor to the student, jointly supervise the Action Learning Program and ensure that the student has sufficient access and resources to complete the Action Learning Program.

COURSE PROGRAM

(Currently under review)

Semester 1	
21755	Australian Management
21717	International Management

Semester 2	
21719	Organisational Behaviour
79729	Legal Environment of Business <i>or</i>
25707	Government-Business Relations

Semester 3	
21720	Employment Relations
21725	Organisational Change and Adaptation

Semester 4	
21715	Strategic Management
21730	Managerial Skills Workshop

Semester 5	
21756	Business Project - Strategic Management (12cp)
21757	Action Learning Program (12cp)

Note: 25707 Government-Business Relations requires some acquaintance with formal economics and is only available to those students who satisfy this prerequisite. Students should consult their course coordinator before enrolling in this subject.

MASTER OF MANAGEMENT WITH A MAJOR IN COMMUNITY MANAGEMENT

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or an undergraduate diploma, a minimum of two years relevant work experience, and evidence of capacity to complete postgraduate studies; or other post-secondary qualifications, and a minimum of two years in a senior specialist or administrative position with a minimum of five years relevant work experience prior to that, plus evidence of capacity to complete postgraduate studies.

COURSE PROGRAM

Semester 1	
21766	Managing Community Organisations
21767	Environment of Community Organisations

Semester 2	
21731	Resource Management
21769	Human Resource Management (Community)

Semester 3	
21763	Management Information Systems Elective

Semester 4	
21718	Organisation Analysis and Design
21778	Raising and Managing Funds

Coursework Stream

Semester 5	
	Elective
	Elective

Semester 6	
	Elective
21759	Strategic Management (Community)

Research Stream

Semester 5	
21781	Social and Community Research
21754	Research Proposal

Semester 6	
21792	Research Project
21759	Strategic Management (Community)

Electives

21732	Program Evaluation
21762	Clients and Markets
21764	Economics for Public and Community Managers
21768	Policy Studies
21777	Managing Human Services
21781	Social and Community Research
21782	Advanced Resource Management
79749	Law for Managers

Note: the award of Graduate Diploma in Management is available to those who wish to leave the course after successfully completing the first four semesters of the Master of Management in Community Management.

MASTER OF MANAGEMENT WITH A MAJOR IN PUBLIC MANAGEMENT

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education, and at least two years experience in a specialist administrative or professional role that can be expected to lead to a management position within the public sector; professional training to diploma level plus a minimum of two years experience in a specialist or administrative role in the public sector for which the attainment of a diploma was a prerequisite, and evidence of capacity to proceed with a postgraduate program, demonstrated at an interview; and other formal post-secondary qualifications, whether obtained from an educational institution or otherwise, plus a minimum of two years in a senior specialist or administrative position and at least five years prior experience in the public sector, and evidence of capacity to proceed with a postgraduate

program, as demonstrated at an interview and through the completion of papers/reports reviewed by the interviewers.

COURSE PROGRAM: Education Specialisation

Semester 1

21728	Public Sector Management
21733	Environment of Educational Management

Semester 2

21731	Resource Management (Education)
21729	Human Resource Management (Public)

Semester 3

21736	Communication for Educational Managers Elective
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Semester 4

21718	Organisation Analysis and Design Elective
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Coursework Stream

Semester 5

21753	Advanced Public Sector Management Elective
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Semester 6

21758	Strategic Management (Public)
21761	Advanced Educational Management

Research Stream*

Semester 5

21751	Management Research Methods
21754	Research Proposal

Semester 6

21792	Research Project
21758	Strategic Management (Public)

General Specialisation

Semester 1

21728	Public Sector Management
21711	Environment of Public Management

Semester 2

21731	Resource Management
21729	Human Resource Management (Public)

Semester 3

Elective
Elective

Semester 4

21718	Organisation Analysis and Design Elective
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Coursework Stream

Semester 5

21753	Advanced Public Sector Management Elective
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Semester 6

21758	Strategic Management (Public) Elective
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Research Stream*

Semester 5

21751	Management Research Methods
21754	Research Proposal

Semester 6

21792	Research Project
21758	Strategic Management (Public)

Government Business Enterprise Specialisation

Semester 1

21728	Public Sector Management
21711	Environment of Public Management

Semester 2

21731	Resource Management
21729	Human Resource Management (Public)

Semester 3

21762	Clients and Markets
21763	Management Information Systems

Semester 4

21718	Organisation Analysis and Design
21764	Economics for Public and Community Managers

Coursework Stream

Semester 5

21753	Advanced Public Sector Management
21782	Advanced Resource Management

Semester 6

21758	Strategic Management (Public) Elective
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Research Stream*

Semester 5

21751	Management Research Methods
21754	Research Proposal

Semester 6

21792	Research Project
21758	Strategic Management (Public)

Health Specialisation

Semester 1

21728	Public Sector Management
21738	Environment of Health Management

Semester 2	
21739	Resource Management (Health)
21729	Human Resource Management (Public)

Semester 3	
21749	Computerised Information Systems for Managers
79749	Law for Managers

Semester 4	
21718	Organisation Analysis and Design Elective

Coursework Stream

Semester 5	
21753	Advanced Public Sector Management Elective

Semester 6	
21758	Strategic Management (Public) Elective

Research Stream*

Semester 5	
21751	Management Research Methods
21754	Research Proposal

Semester 6	
21792	Research Project
21758	Strategic Management (Public)

Note: the Health Specialisation of the Master of Management in General Management has been accredited by the Australian College of Health Service Executives.

Social Policy Specialisation

Semester 1	
21728	Public Sector Management
21711	Environment of Public Management

Semester 2	
21731	Resource Management
21729	Human Resource Management (Public)

Semester 3	
21762	Clients and Markets Elective

Semester 4	
21718	Organisation Analysis and Design
21764	Economics for Public and Community Managers

Coursework Stream

Semester 5	
21753	Advanced Public Sector Management
21777	Managing Human Services

Semester 6	
21768	Policy Studies
21758	Strategic Management (Public)

Research Stream*

Semester 5	
21751	Management Research Methods <i>or</i>
21781	Social and Community Research
21754	Research Proposal

Semester 6	
21792	Research Project
21758	Strategic Management (Public)

Electives

21732	Program Evaluation
21762	Clients and Markets
21763	Management Information Systems
21764	Economics for Public and Community Managers
21765	Values, Ethics and Outcomes
21768	Policy Studies
21780	Readings in Administration
21782	Advanced Resource Management
79749	Law for Managers

Special electives for various specialisations

Education Specialisation

21730	Managerial Skills Workshop
21777	Managing Human Services
T3342	Ethics and Leadership in Adult Education
T3341	Policy Analysis in Adult Education

General Specialisation

21749	Computerised Information Systems for Managers
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Government Business Enterprise Specialisation

21749	Computerised Information Systems for Managers
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Health Specialisation

21777	Managing Human Services
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Social Policy Specialisation

21781	Social and Community Research
21749	Computerised Information Systems for Managers

***Research Stream**

This optional stream is available only to those students who attain a minimum credit average across all subjects in semesters 1 to 4 of this course. The aim of the research stream is to equip competent students with a range of fundamental research skills to enable them to complete a significant applied research project which, while limited in scope to between 15,000 and 18,000 words, meets the requirements of academic rigour of postgraduate research degrees.

The subject 21780 Readings in Administration is strongly recommended as the elective in semester 4. Students considering the research stream should contact the course director at the end of semester 3.

Note: students who complete Years 1 and 2 may leave the program and apply for an award of a Graduate Diploma in Management. Those continuing may select either the coursework stream or, if a minimum credit average has been attained in semesters 1-4, the research stream.

GRADUATE DIPLOMA IN MARKETING

Course Objectives

The objectives of the course are to provide an understanding of marketing, marketing management, and marketing functions; to develop skills in identifying marketing management problems; to foster skills in developing and analysing alternative marketing strategies for solving marketing management problems; and to develop skills in generating, evaluating, and utilising relevant information for use in solving marketing management problems.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue post graduate studies.

In addition to the above formal qualifications, applicants are required to provide evidence of substantial relevant experience in business or the public sector.

A limited number of places in the latter category will be available to applicants who have extensive business experience and who have held a position of responsibility but who have no formal tertiary education.

Structure and Scope of the Course

Each student's study program will be made up of formal lectures, case studies, projects and fieldwork. Because of the small numbers of students in each class, emphasis through the course will be placed on collaborative effort of students and staff. In the final stages of the course, students will be involved to a greater degree in seminar activity involving independent reading and discussion in seminar sessions of topics essential to the field. The aim of the course will be to achieve a sound balance of

theory and practice. Consequently the course will include such practical activities as participation in a market research project and examination of current marketing case studies.

The course has been designed so that it will have some flexibility and the individual course program will cater for the professional development needs of each student. Consequently there are a number of common subjects to be completed by all students, and in addition, provision has been made to allow some concentration in the final stages.

The course commences with necessary foundation subjects, branches into functional sub-disciplines and concludes with an integrating subject.

As a result of the practical nature of the course, students will be required to participate in projects set by individual subject coordinators. These will not extend beyond one semester and will be aimed at integrating subject matter, particularly in the final semester subject.

COURSE PROGRAM

Semester 1

24702	Marketing Theory and Practice
22740	Accounting for Marketing

Semester 2

24710	Buyer Behaviour Elective
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Semester 3

24720	Marketing Research Elective
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Semester 4

24730	Advanced Marketing Management Elective
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Elective Subjects

24712	Multinational Marketing
24713	Sales Management
24731	Advertising Management
24742	New Product Management
79741	Marketing Legislation in Australia

MASTER OF BUSINESS IN INTERNATIONAL MARKETING

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and at least two years of relevant work experience; or the completion of the Graduate Diploma in Marketing offered by UTS (or equivalent course offered by a recognised university or College of Advanced Education) at a credit level; and at least two years of relevant work experience.

Students who are admitted under the first category may be eligible for up to four exemptions. Students who are admitted under the latter category will be required to complete all the International Marketing related subjects (i.e. six subjects if 24712 Multinational Marketing has been completed, or seven subjects if 24712 has not been completed).

COURSE PROGRAM

Semester 1

24702	Marketing Theory and Practice
22740	Accounting for Marketing

Semester 2

24710	Buyer Behaviour
24712	Multinational Marketing

Semester 3

24720	Marketing Research Elective
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Semester 4

24730	Advanced Marketing Management Elective
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Semester 5

24743	Contemporary Issues in International Marketing
24755	Applied International Marketing Research* or another Elective **

Semester 6

24744	Competitive International Marketing Strategy
24755	Applied International Marketing Research or
24791	Business Project – International Marketing **

Electives

21717	International Management
79742	International Business Law +
25731	International Financial Management ++
25736	Asian-Australian Economic Relations

or any other approved and relevant postgraduate subject(s) at UTS or other tertiary institutions.

Notes

- * 24755 Applied International Marketing Research is a two-semester elective subject. Students enrolling for this subject must take it in both semesters 5 and 6.
- ** Students not taking 24755 Applied International Marketing Research must take an elective in

- semester 5 and 24791 Business Project – International Marketing in semester 6.
- + Basic knowledge of Commercial Law required.
- ++ 25731 International Financial Management has a prerequisite of 25742 Financial Management, or its equivalent.

MASTER OF BUSINESS IN MARKETING

The Graduate Diploma in Marketing (GDM) course provides the base entry to the Master of Business (Marketing) course. Essentially, the Master of Business in Marketing course adds a further part-time year to the two-year (part-time) GDM. It adds four more subjects to the eight in the GDM for a total of 12 subjects.

COURSE PROGRAM

Semester 1

24702	Marketing Theory and Practice
22740	Accounting for Marketing

Semester 2

24710	Buyer Behaviour Elective
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Semester 3

24720	Marketing Research Elective
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Semester 4

24730	Advanced Marketing Management Elective
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Electives

24712	Multinational Marketing
24713	Sales Management
24731	Advertising Management
79741	Marketing Legislation in Australia
24742	New Product Management

Those who are accepted into the Masters course will complete all of the above five elective subjects *plus*:

24750	Marketing Decision Analysis, <i>and</i>
24790	Business Project - Marketing.

GRADUATE DIPLOMA IN OPERATIONS MANAGEMENT

This course is directed at two levels; first, the operations manager (or potential operations manager) who recognises the need for training in the management of operations, and second, other functional managers, including those in general management, who seek to improve their managerial effectiveness by developing some knowledge of operations management.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue postgraduate studies.

A limited number of places in the latter category will be available to applicants who have extensive business experience in business or the public sector and who have held a position of responsibility but who have no formal tertiary education.

COURSE PROGRAM

Semester 1

21741	Operations Management
21742	Quantitative Management

Semester 2

22726	Accounting and Financial Administration
21743	Productivity and Quality Management

Semester 3

21719	Organisational Behaviour
21744	Production Planning and Control <i>or</i>
21745	Service Operations Management

Semester 4

21747	Operations Management Policy Elective
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Elective Subjects

21718	Organisation Analysis and Design
21720	Employment Relations
21787	Quality Strategy

MASTER OF BUSINESS IN OPERATIONS MANAGEMENT

Admission Requirements

The general admission requirements are a cognate degree from a recognised university; and a minimum of two years relevant work experience; or completion of the Graduate Diploma in Operations Management at a credit level; and a minimum of two years relevant work experience.

COURSE PROGRAM

Semester 1

21741	Operations Management
21742	Quantitative Management

Semester 2

22726	Accounting and Financial Administration
21743	Productivity and Quality Management

Semester 3

21719	Organisational Behaviour
21744	Production Planning and Control <i>or</i>
21745	Service Operations Management

Semester 4

21747	Operations Management Policy Elective
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Semester 5

21751	Management Research Methods
21794	Research Proposal - Operations Management

Semester 6

21795	Research Project - Operations Management Elective
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Electives

21720	Employment Relations
21718	Organisational Analysis and Design
21717	International Management
21779	Management Skills
21787	Quality Strategy

Students expecting to complete the requirements for the Graduate Diploma in Operations Management with a credit average may apply to transfer to the Master of Business in Operations Management. Places are subject to quota.

TRANSPORT MANAGEMENT

The graduate programs in transport management have been designed with the Chartered Institute of Transport to meet the training and development needs of a rapidly changing transport environment.

The industry is in transition. Issues such as deregulation, labour market reform, intermodal integration, transport terminal management (airports, rail, seaports) and the increased use of information technologies will challenge industry managers over the next decade.

These issues and the skills that will be required to confront them — including specialist transport skills as well as generic management skills in finance, employee relations, marketing — are introduced at basic level in the graduate certificate and developed to a higher level in the graduate diploma and Master of Business in Transport Management.

Successful completion of the graduate diploma, or Master of Business in Transport Management, allied

with appropriate experience would be deemed to meet the requirements for full Corporate Membership of the Chartered Institute of Transport.

GRADUATE CERTIFICATE IN TRANSPORT MANAGEMENT

Structure and Scope of the Course

This one-year, part-time program consists of four subjects and aims to provide transport managers with the basic knowledge and skills – in the areas of quantitative management, employment relations, accounting and finance – as well as an introduction to transportation principles and practices.

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies.

COURSE PROGRAM

Semester 1

21771	Principles and Practices of Transportation
21742	Quantitative Management

Semester 2

21720	Employment Relations
22726	Accounting and Financial Administration

GRADUATE DIPLOMA IN TRANSPORT MANAGEMENT

Structure and Scope of the Course

This is a two-year part-time course which shares a common program with the first two years of the Masters degree program. It builds basic skills in transport management and develops more specialised skills in transport operations management, in marketing, and in the organisational and business environment of transport companies.

Admission Requirements

The general admission requirements are prior completion of the Graduate Certificate in Transport Management; or a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant work experience; or evidence of general and professional qualifications that will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies.

COURSE PROGRAM

Semester 1

21771	Principles and Practices of Transportation
21742	Quantitative Management

Semester 2

21720	Employment Relations
22726	Accounting and Financial Administration

Semester 3

24734	Managerial Marketing*
79729	Legal Environment of Business*

Semester 4

21772	Transport Operations Management
21719	Organisational Behaviour

* Students who are able to demonstrate substantial experience in these subjects may be allowed to substitute an elective from the following:

21715	Strategic Management
21743	Productivity and Quality Management
21744	Production Planning and Control
21745	Service Operations Management
21773	Logistics Systems and Physical Distribution
21774	Transport Policy and Planning Analysis
24738	International Marketing Management
43402	Traffic and Transportation

MASTER OF BUSINESS IN TRANSPORT MANAGEMENT

Admission Requirements

The general admission requirements are a degree from a recognised university or College of Advanced Education; and a minimum of two years relevant experience; or completion of a relevant (i.e. cognate) Graduate Diploma offered by UTS (or an equivalent course offered by a recognised university or College of Advanced Education) at a credit level; and a minimum of two years relevant work experience.

COURSE PROGRAM

Semester 1

21771	Principles and Practices of Transportation
21742	Quantitative Management

Semester 2

21720	Employment Relations
22726	Accounting and Financial Administration

Semester 3

24734	Managerial Marketing*
79729	Legal Environment of Business*

Semester 4	
21772	Transport Operations Management
21719	Organisational Behaviour
Semester 5	
21751	Management Research Methods
21776	Comparative Studies in Transport Management
Semester 6	
21747	Operations Management Policy
21793	Business Project - Transport Management

* Students who are able to demonstrate substantial experience in these subjects may be allowed to substitute an elective from the following:

21715	Strategic Management
21743	Productivity and Quality Management
21744	Production Planning and Control
43402	Traffic and Transportation
21745	Service Operations Management
21773	Logistics Systems and Physical Distribution
21774	Transport Policy and Planning Analysis
24738	International Marketing Management

Students who already hold an undergraduate degree may be granted exemptions of up to four subjects in which they have had prior tertiary study.

SUBJECT DESCRIPTIONS

Guide to subject descriptions

The subject descriptions shown below indicate the subject code and name, the number of credit points for the subject (i.e. *3cp*), the duration of the subject, indicated as semester weeks, if applicable, and the number of formal contact hours each week (i.e. *four hpw*); for some subjects there may also be practical components off-campus, and this is indicated in the text. Also shown are the prerequisites or corequisites if any, the method of assessment and name of the subject coordinator, if known, and a brief outline of the content.

Prerequisites are subjects which must be completed before taking the subject to which they refer. Corequisites may be completed before or be taken concurrently with the subject to which they refer.

21702 INDUSTRIAL RELATIONS (*6cp*); *prerequisite 21720 Employment Relations*

An in-depth knowledge of the institutions, processes and forces in Australian industrial relations. The contemporary pressures upon industrial relations and the major legislation affecting the workplace will be discussed and analysed. The practical skills required to effectively handle industrial relations will also be covered, particularly those relating to grievance procedures, negotiations and advocacy.

21710 QUANTITATIVE METHODS (*6cp*)

Provides the basic tools necessary for the quantitative analysis of business problems. Major areas of focus: use of statistics in decision making, and the techniques used in forecasting business activities.

21711 ENVIRONMENT OF PUBLIC MANAGEMENT (*6cp*)

Develops a holistic perspective of the social, political and institutional environment in which public managers operate; identifies the role and contribution of the major actors in Australia's political and government systems; and analyses particular contemporary issues. Topics include constitutional provisions and practice; Federal-State relations; State and Local Government; structure of government; Westminster conventions and Australian adaptations; political parties and elections; the media and politics; ministers and managers; coordination and central agencies; administrative reform.

21715 STRATEGIC MANAGEMENT (*6cp*); *prerequisite all subjects in semesters 1-3 of the GDA*

An integrating subject concerned with top management strategy for, and management of,

change in economic and social environment of business. Case studies are based on an examination of real business situations.

21716 EMPLOYMENT RELATIONS RESEARCH PROJECT (6cp);
prerequisites 21751 Management Research Methods, 21752 Employment Relations Research Proposal

The study planned in 21752 Employment Relations Research Proposal is carried out and a suitable report is submitted. The major phases will include data gathering, data analysis, interpretation of results and establishing the relationship of these results to the literature and the purpose of the project.

21717 INTERNATIONAL MANAGEMENT (6cp)

Topics include an overview of the nature and scope of international business and management; the framework for international transactions; environmental variables; management variables; comparative management styles.

21718 ORGANISATION ANALYSIS AND DESIGN (6cp)

The central concern is to develop skills in organisational analysis and on the basis of this to develop diagnostic and prescriptive skills in regard to organisations. The content focuses on the description and analysis of organisations as formal structures, political systems and cultural entities.

21719 ORGANISATIONAL BEHAVIOUR (6cp)

Theory and research from the social sciences are used to explore human behaviour at work. Students are introduced to the basics of individual psychology which is then critically applied to the fields of motivation and job design. The work of social psychology on group dynamics is presented and applied to the management of work groups and committees. Various theories of leadership are examined and critically assessed. The question of intergroup behaviour and conflict is discussed as is power and politics in organisations. The question of change in organisations draws upon much of the foregoing. The subject takes a critical approach to management theory and practice.

21720 EMPLOYMENT RELATIONS (6cp)

An introduction to the areas of industrial relations and personnel management. The historical steps in the development of the personnel function and the forces which have shaped the development of the personnel function are examined. The major functions of personnel and industrial relations managers are explored, as well as the relationship

between the personnel and industrial relations functions in the modern organisation. The nature of industrial relations and the various theoretical approaches to the subject are examined. A study is made of the nature of industrial conflict and the contribution to understanding made by several conflict theorists. The structure and functioning of the formal industrial tribunal systems in Australia are examined, as well as the form and function of the employer and employee organisations party to employment relations.

21721 BUSINESS POLICY (6cp); prerequisite
all subjects in semesters 1-7 of the MBA

Topics include the concept of fields of business policy/strategy; conceptual implementation; formulating policy/strategy; selection of strategy; implementation of the strategy; evaluation/modification of strategy.

21722 MANAGEMENT I (6cp); prerequisite
21719 Organisational Behaviour

The emphasis is on acquiring knowledge and management theory and values, with focus on the latest research findings in the area. This will be done through lectures, individual reading assignments, seminar discussions, and practical exercises.

The main objectives are to build on the foundation provided by the core subjects in the MBA program, particularly Organisational Behaviour, Organisation Analysis and Design, and Employment Relations; to allow students to study in depth the latest developments in Management theory and research as they relate to effective management of organisations; to evaluate the applications of these theories to management in the Australian environment; to provide the necessary reading background for students to be able to complete the Project in Management.

Topics include the manager's role; rational incremental decision making; decision making – alternative strategies; Piesmal and situational characteristics of decision making; creativity and problem solving; transactional analysis; the rational emotive approach; the *Gestalt* approach; dealing with interpersonal conflict.

21723 MANAGEMENT II (6cp); prerequisite
21718 Organisation Analysis and Design

There are two components – a knowledge component and a skills component. The former is presented through normal lecture-discussions. These lectures cover management theory including the latest research findings in the area. The skills component is covered in an intensive two day non-residential workshop. During this workshop students have the opportunity to experiment with and improve

various management skills related to the material presented in the knowledge component of the subject. Students will receive feedback on the effectiveness of their skills from lecturers and colleagues and through the use of videotape.

The objectives of the subject are to develop managerial skills necessary for managing organisational change; and to enable students to understand the role of power and politics in organisations. Topics include OD history and values; diagnostic techniques; models of organisational change; implementation and resistance to change; action research; Piesmal, group and intergroup interventions; structural and strategic interventions; power, politics and OD; skills workshop.

21724 HUMAN RESOURCE MANAGEMENT (6cp); prerequisite 21720 Employment Relations

Builds upon the coverage of the basic areas of human resource management in the prerequisite subject. Students will be expected to locate, analyse and debate the relevance of recent research, theoretical concerns and policy issues; develop practical skills in areas such as interviewing, giving oral presentations and program design; and consider the major contextual variables and their relationship to Human Resource Management strategies. Major topics will include: staff development, interviewing, alternative views of HRM, human resource planning and the relationships between HRM and organisational strategy, structure and change.

21725 ORGANISATIONAL CHANGE AND ADAPTATION (6cp)

There are two components – a knowledge component and a skills component. The former will be presented through normal lecture discussions. The skills component will be covered through group involvement in an on-going or potential organisational change program through which a group will act as a team of change agents. Results of their efforts will be presented in a two-day non-residential workshop at the end of the semester. In this subject, students develop an understanding of strategies, methodologies and intervention techniques and skills in managing planned or adaptive organisational change.

Topics include systems views of organisations; diagnostic models; finding out what's going on; models of change and OD interventions; structural interventions; Piesmal, group and intergroup interventions; strategic interventions; power, politics and OD; skills workshop.

21728 PUBLIC SECTOR MANAGEMENT (6cp)

How to recognise responsibilities and contemporary challenges facing managers in the public sector, relating the individual agency to its environmental context; evaluate the appropriateness of the corporate management model; compare and contrast current management practices used in public agencies; develop a holistic and eclectic approach to the practice of public sector management; develop experience in oral presentation of ideas and concepts. Content covers organisations and management, perceptions of management in the public sector, managerial roles and skills, catalysts for reform, performance management, politics and management, strategic management, decision making and implementation, program and project management, resources acquisition and management, dealing with the public, ethics and values, accountability, the future.

21729 HUMAN RESOURCE MANAGEMENT (PUBLIC) (6cp)

How to develop a strategic perspective of the HRM function; analyse HRM activities as synthesising the needs of organisations and of individuals; analyse the HRM function and role in implementing government policy as a major contributor to public agency performance; and as ensuring a just concern for employees. Topics include concepts and models, contexts and catalysts, equity, workforce planning, jobs, recruitment, selection, mobility, performance appraisal, human resource development, employee justice, industrial democracy, industrial relations framework, cutbacks, issues and future challenges.

21730 MANAGERIAL SKILLS WORKSHOP (6cp); prerequisite some knowledge of management. Admission is usually restricted to students in specified courses.

Each student is required to do a considerable amount of pre-reading and consultation with lecturers in order to acquire a strong theoretical base in the area of managerial skills and define specific skills that he/she chooses to develop and improve. All students are then required to attend an intensive four day skills development workshop. During this workshop, students will have the opportunity to experiment with and improve various managerial skills identified through research and consultation prior to the workshop. Skill areas likely to be covered include interviewing skills; conceptual skills; personal and interpersonal skills; group skills; public speaking skills; management of change and conflict skills; stress management skills; communications skills and self awareness as a person and a manager.

21731 RESOURCE MANAGEMENT (6cp)

The development of practical management skills, from accounting and finance in budgeting and cash management; cost control through variance analysis; cost minimisation through internal audit; cost-volume-profit analysis; financial statement analysis as applied to specialist settings in the public sector. Topics include management – current issues and implications for public and community managers from current legislation; management accounting, financial accounting; finance; and application of above to specialist settings (e.g. health, education, community sector).

21732 PROGRAM EVALUATION (6cp);
prerequisite 21728 Public Sector Management

Students will critically examine evaluation as scientific and political activity within the context of accountability; evaluate methods that government and not-for-profit agencies can develop to design and evaluate programs; analyse the role of evaluation in effective public and community management; demonstrate knowledge of evaluation theory and practice; critically evaluate current approaches to evaluation. Topics include an overview of public and community sector accountability; alternative models of and approaches to evaluation; program goals, objectives and outcomes; data collection; program budgeting and evaluation; process evaluation; qualitative methods; planning evaluations; performance indicators; program and outcomes monitoring; conducting evaluations; reporting on performance; the impact of evaluations; international trends and approaches; presentation of evaluation plans.

21733 ENVIRONMENT OF EDUCATIONAL MANAGEMENT (6cp)

A foundation for other subjects in the course. As such it attempts to provide a general overview rather than pursue topics at this stage in great depth. It is multi-disciplinary in approach. The subject includes analysis of the multiple demands, often conflicting, which are directed at educational systems and their managers. Topics include international and interstate comparisons of social indicators; Government in Australia; educational status of Australians; Commonwealth-State resource agreements; devolution approaches; the private/public debate in education; other reforms to educational system; macro strategic planning – role of educational systems; education futures, “clever Australia”, Training Guarantee Act; contemporary issues.

21736 COMMUNICATION FOR EDUCATIONAL MANAGERS (6cp);
prerequisites semesters 1 and 2 of Master of Management

Provides a distinctly human resource development perspective of educational management practices within the conceptual framework of public sector management. This complements material presented in the general management subject. Topics include review of representative contemporary theoretical approaches; interface of interpersonal and organisational communication; process variables; interprofessional relationship competences; media-related roles of educational managers; impact of technology on educational management.

21738 ENVIRONMENT OF HEALTH MANAGEMENT (6cp)

An exploration of the major trends in contemporary Australian society affecting the nature of health services for the public; an analysis of the structure and workings of government and of the operation of public health services; and identification of the major issues of contemporary relevance to managers. Topics include international comparison of Australian society; class; ethnicity; gender; income and wealth distribution; role and structure of government in Australia; constitutional provisions and practice; Westminster conventions and Australian adaptations; health status of Australia; Federal-State relations, Medicare case study; privatisation, commercialisation, joint ventures; service accreditation and quality assurance; health futures — technology, ageing, resource allocation formula, role delineations.

21739 RESOURCE MANAGEMENT (HEALTH) (6cp)

The development of basic skills in accounting and finance; an analysis of constraints upon revenue sources and budgetary processes in government agencies; and an examination of budget papers, annual reports, Parliamentary scrutiny, Auditors-General, and internal auditors. Students will be expected to demonstrate competence in budgeting, cash management, cost minimisation, cost-volume-profit analysis, and financial statement analysis. Topics include financial management in government organisations, policies, expenditure and issues in public health, accountability for public resources, performance review and reporting, basic accounting concepts, cash and accrual accounting, income generation and charging for services, improving utilisation of resources, budgeting, controlling costs, influence of business, improving organisational performance.

21741 OPERATIONS MANAGEMENT (6cp)

An introduction to the management of operations. Topics include comparison of production and service processes, production – process matrix; service operations; planning, scheduling and controlling production; materials management (including Just-in-Time, materials requirement planning); human resources and labour relations in operations, quality planning and control, interface with marketing and accounting/finance functions; strategic planning.

21742 QUANTITATIVE MANAGEMENT (6cp)

Application of operations research techniques and business modelling to production and service organisations; “hands on” applications with computer packages. Topics include linear programming; inventory management; forecasting; statistical quality control; project scheduling CPM/PERT; game theory in business; simulation techniques and queuing models.

21743 PRODUCTIVITY AND QUALITY MANAGEMENT (6cp)

Covers managerial aspects of quality and productivity. Topics include concepts and definitions of productivity, quality (including total quality control); measurement, models, tools and techniques used; evaluation and implementation of productivity and quality programs.

21744 PRODUCTION PLANNING AND CONTROL (6cp)

The planning of production and management of inventories. Topics include integrating production planning with corporate planning; master scheduling; capacity planning; shop floor control; materials requirements planning; Just-in-Time; distribution; re-order point/EOQ models, limitations of usage; implementation strategies and effects on workers and suppliers.

21745 SERVICE OPERATIONS MANAGEMENT (6cp)

The management of the design, production and delivery of services; and the application of operations concepts and methods to service situations. Topics include strategic management and marketing, process analysis, delivery systems; establishing, measuring and control of service levels; location and layout; capacity planning, quality assurance, organisation behaviour and design in services, managing professional services.

21747 OPERATIONS MANAGEMENT POLICY (6cp)

Integrates and consolidates knowledge and skills acquired. Emphasises strategic planning and decision

making in operations; use of operations as a competitive weapon; interfaces with other functional areas in a computer management simulation exercise. Topics include capacity and facility planning; management games; formulating and implementing corporate and functional plans, capital expenditure proposals; management-union bargaining exercises.

21748 BUSINESS PROJECT - OPERATIONS MANAGEMENT (6cp); prerequisite 21747 Operations Management Policy

Organisation-based analysis of a production or service process; application of operations management techniques. Involves problem definition and resolution. The project is undertaken under supervision of a member of academic staff and an industry supervisor (nominated by student).

21749 COMPUTERISED INFORMATION SYSTEMS FOR MANAGERS (6cp); prerequisite basic understanding of personal computer systems, DOS, and introduction to software packages

Provides an overview of computer-based information systems; examines how information systems are designed to support management functions; explores the use or misuse of the information systems in the Public Sector. Topics include the concepts of MIS, information technology, uses and application of management information systems; database management systems, design of systems, evaluation control, resource allocation, organisational implementation of management information systems.

21750 ADVANCED THEORY IN EMPLOYMENT RELATIONS (6cp)

Students undertake indepth reading in a selected area of employment relations theory and research. Each student is assigned to a supervisor for guidance and will regularly attend and present the results of their work to a graduate seminar.

21751 MANAGEMENT RESEARCH METHODS (6cp)

Provides students with the knowledge necessary to understand and use research methods and the more common techniques. Areas covered include survey research methods, observational studies, data analytic techniques experimental and quasi-experimental designs and qualitative methods such as case studies. Topics include questionnaire construction; survey students (interview, mail, telephone); sampling methods; indexes and scales; analysing and presenting survey data; experimental design; evaluation research; qualitative methods (content analysis, case studies, etc.).

21752 EMPLOYMENT RELATIONS RESEARCH PROJECT (6cp);
corequisite 21751 Management Research Methods

The completion of a thorough literature review and the development of a detailed proposal for the project to be completed in 21716 Employment Relations Research Project. Students will be allocated to a supervisor appropriate to their topic area and expected to read widely and in depth in this area. The project proposal will be presented orally to a graduate seminar as well as in the form of a written proposal covering the literature review and the aims and research methodology of the proposed project.

21753 ADVANCED PUBLIC SECTOR MANAGEMENT (6cp); prerequisite
semesters 1-4 Master of Management (Public)

Provides a broad conceptual framework within which to place knowledge gained earlier in the course. Topics covered include the role of government in modern democracies, and philosophies of administration and management. There will be an opportunity for students to read widely and to challenge "ideas in good currency" in the public management literature.

21754 RESEARCH PROPOSAL (PUBLIC SECTOR MANAGEMENT) (6cp);
prerequisites semesters 1-4 Master of Management and satisfaction of the entry criteria to management research stream.

Students will specify a particular management problem within an overall context; identify fundamental issues relating to the selected problem as a result of an in-depth literature review; and apply research methodology and skills acquired in 21751 Management Research Methods or 21781 Social and Community Research. Appropriate topic areas will be determined in consultation between the student and academic supervisor. This will then be followed by clarification of problem, description of context, specification of research questions, literature review and development, and specification of research methodology.

21755 AUSTRALIAN MANAGEMENT (6cp);
for Master of Business in Management students only

Develops broad knowledge and skills in diagnosing and managing organisational structures and processes, with particular reference to Australian organisations. Topics include the role of the manager, analysing organisations, structure, politics, culture, innovation and change.

21756 BUSINESS PROJECT - STRATEGIC MANAGEMENT (12cp); for Master of Business in Management students only;
prerequisite all subjects in semesters 1-3 of the Master of Business in Management

The use of research methods in the management area. Students are required to analyse the relevant literature, and design, execute and report on a major project.

21757 ACTION LEARNING PROGRAM (12cp); for Master of Business in Management students only; prerequisite
all subjects in semesters 1-3 of the Master of Business in Management

The Action Learning Program methodology used in presenting this subject requires students to apply a variety of management disciplines to the solution of a real organisational problem. Working in study sets under the guidance of a university supervisor, students will identify, analyse and solve a complex, strategic organisational problem for a host organisation. Students will present progress report seminars and a final report. Sponsoring organisations will be invited to comment on the report before marks are allocated.

21758 STRATEGIC MANAGEMENT (PUBLIC) (6cp); prerequisite
semesters 1-5 Master of Management

An analysis of the possibilities and limitations of strategic management within the public sector. Students will recognise that there are alternative models of strategy formulation, each appropriate to specific situations, and will evaluate the arguments and assumptions of competitive and cooperative environments influencing strategic management in public sector organisations. Students will also be required to develop an holistic concept of management. Topics include the concept of strategy; models of strategy; stakeholders in strategy; vision and mission; strategic planning; environmental assessment; competition or cooperation?; strategic decision making; strategic approaches to implementation; strategic control; varied organisational contexts.

21759 STRATEGIC MANAGEMENT (COMMUNITY) (6cp); prerequisite
semesters 1-5, Master of Management in Community Management

Students will be exposed to the literature on strategic planning and strategic management and acquire an appreciation of its strengths and weaknesses as a guide for management practice; students will develop an holistic concept of management and in so doing will have reflected on the interconnections between subjects studied earlier in the course when

viewed from a strategic management perspective; and be able to analyse strategically the position of any community organisation. Topics include the concept of strategy and its application to planning and management; strategic management in not-for-profit organisations; common approaches to strategic planning and management; corporate management and strategic management; strengths and weaknesses of strategic management; operationalising strategic planning management; strategic management and day-to-day management.

21760 EMPLOYMENT CONDITIONS (6cp);
prerequisite 21720 Employment Relations

Builds upon the material covered in a number of the subjects studied in the Graduate Diploma in Employment Relations or in the earlier stages of the Master's program. The study of employment conditions provides a focus and application for material covered in earlier stages of the course including: employment relations, human resource management, industrial relations and industrial law.

21761 ADVANCED EDUCATIONAL MANAGEMENT (6cp); prerequisite semesters 1-5 Master of Management

An in-depth study of the application of managerial and organisational concepts studied earlier in the course, to be applied to public educational organisations. Current issues will be examined. Topics include reforms to public education systems - a comparative perspective; stakeholder audit; politics, devolution, accountability; local governing boards and councils; managing through mergers; marketing educational programs; senior executive service – implications for education; role and mission – need for stronger mandate?; cross-related articulation and co-operation; managing non-governmental funded educational bodies; training vs. education debate; who pays the piper? (government, employer, student contribution to costs); managing the workforce of educational organisations; current issues.

21762 CLIENTS AND MARKETS (6cp)

Examines the social and historical forces that create specific markets and client groups for public sector and not-for-profit organisations; critically evaluates the role and scope of marketing operations in these organisations as contrasted to private, for-profit organisations; develops an understanding of changes in organisational markets and patterns of distribution for the products of the public and not-for-profit sectors; develops skills and the techniques and methods of marketing management in public sector and not-for-profit organisations; examines consumer and client responses to public and not-for-profit sector products; addresses equity and social issues in public and social marketing strategies.

Topics include the marketing concept; strategic marketing; social marketing; clients, customer and consumer behaviour; marketing information systems; communication and promotion; marketing decisions – the marketing plan.

21763 MANAGEMENT INFORMATION SYSTEMS (6cp)

Students will identify and categorise information needs in organisational settings as a basis for information systems design; describe the elements of information systems and their relation to substantive organisational task and management systems; identify and justify design variables and design approaches; identify situations in which the mechanisation of information systems is desirable and the organisational requirements for, and implications of such mechanisation; identify behavioural and organisational considerations associated with designing and using information systems.

Topics include identifying information needs in organisational settings; analytic frameworks for information systems design; designing information systems for operational control; designing financial information systems for managerial control; designing information systems for strategic planning; designing special purpose and qualitative information systems; information system design and the computer; behavioural and organisational aspects of information system design and use.

21764 ECONOMICS FOR PUBLIC AND COMMUNITY MANAGERS (6cp); prerequisite 21711 Environment of Public Management or 21767 Environment of Community Organisations

The language, techniques and ways of thinking employed by economists relating to micro, macro and public sector economics; skills on economic analysis of direct appreciation to managers in the public and community sectors. Topics include the concepts and models of economics; policy applications of the concepts and models and public sector economics and public finance.

21765 VALUES, ETHICS AND OUTCOMES (6cp)

Students will analyse the value premises involved in articulation of organisational mission statements, goals and government policies; analyse the influence of managerial philosophy and values upon strategy formulation; compare and contrast the ethos and values of business, public and community organisations; evaluate strategies for building a service ethos; and analyse contemporary perceptions of, and challenges to, "ethical" behaviour in organisations. Topics include values, policies,

mission and goals; values – managerial style and strategies; morality, ethics and the law; models of responsible and ethical conduct; integrity, goodness and belief systems; ethics in business corporations; responsibility and the spirit of service; codes of ethics; developing an ethical culture; auditing social responsibility, public accountability, and organisational outcomes.

21766 MANAGING COMMUNITY ORGANISATIONS (6cp)

An introduction to the community management concentration of the Master of Management by exploring the nature of management within the community sector; by offering an overview of management theory and practice, and by demonstrating the relevance of later subjects in the program. It is a compulsory subject and prerequisite for all later subjects.

21767 ENVIRONMENT OF COMMUNITY ORGANISATIONS (6cp)

This is the second of the two introductory subjects of the community management concentration of the Master of Management. It provides students with knowledge of social, economic and government context in which community organisations exist, examines the best knowledge currently available on the size and contribution of the community sector in Australia and develops tools for analysing the effect of their own organisation of wider social, economic and political changes.

21768 POLICY STUDIES (6cp); prerequisites 21728 Public Sector Management, 21729 Human Resource Management (Public) plus one subject from each of Group 1 and Group 2 (Group 1: 21711, 21733, 21738. Group 2: 21731, 21739, 21735)

Develops an appreciation of the theories and models relevant to the analysis and making of public policy. Students will have the opportunity to examine managerial policy making at agency level, taking account of broader public policy developments. It involves a simulation game.

21769 HUMAN RESOURCE MANAGEMENT (COMMUNITY) (6cp); prerequisite 21766 Managing Community Organisations

The objectives are for students to recognise the importance of effective management of human resources in the community sector, including the management of volunteers; examine the nature of the community sector labour market and implication for employment practice; understand the Australian system of industrial relations, its history and application to the community sector; critically

analyse the application of the industrial relations system to the community sector and issues arising from that; identify the statutory obligations of an employer in the community sector; increase skills in task analysis, job design, identifying appropriate levels of remuneration and in recruitment, selection, staff support and evaluation; develop an employment policy for a community organisation.

Topics include industrial relations system and its implications for the community sector; definition of employer and employee bodies, development of awards, appropriateness of the adversary model, implications of, and for, volunteers; analysis of labour market; employment practices within the community sector are examined including: task analysis, job design, recruitment, selection, support and training, performance monitoring and termination.

21771 PRINCIPLES AND PRACTICES OF TRANSPORTATION (6cp)

An introduction to the theory and practices of transportation and their contribution to transport management. Topics include an overview of theory and practice in transportation; basic comparative studies and major transport modes; major issues in transport management; competitive service issues in transportation; special issues in international transportation.

21772 TRANSPORT OPERATIONS MANAGEMENT (6cp); prerequisite 21771 Principles and Practices of Transportation

Identifies the major components of transport operations and logistics management and their impact on service, organisational productivity and performance. Topics include decision analysis; services and operations management in transportation; performance measurement; scheduling and output control; productivity management.

21773 LOGISTICS SYSTEMS AND PHYSICAL DISTRIBUTION (6cp); prerequisite 21772 Transport Operations Management

Identifies product distribution problems and use computer applications to assist in their resolution. Topics include systems analysis of firms' physical distribution activities; analysis of goods, information flows and coordinating activities; customer service.

21774 TRANSPORT POLICY AND PLANNING ANALYSIS (6cp);
prerequisite 21771 Principles and Practices of Transportation

Establishes a policy framework (objectives, capital decisions, resource allocation, strategic planning and control) to assist in evaluating government and private policy initiatives. Topics include policy alternatives in transportation; relationships between transport modes; planning and design of transport project. A managerial simulation game will be conducted to illustrate planning and policy issues.

21776 COMPARATIVE STUDIES IN TRANSPORT MANAGEMENT (6cp);
prerequisite 21771 Principles and Practices of Transportation

Illustrates fundamental differences and/or similarities between transport modes – based largely on case studies. The subject will cover major policy/planning, government regulation and investment issues in domestic (road, rail, air) and international (air and sea) transportation.

21777 MANAGING HUMAN SERVICES (6cp); prerequisite 21711 Environment of Public Management or 21767 Environment of Community Organisations

Students will be expected to become familiar with organisational characteristics of the major human service industries (health, education and community services), particularly their mixed economy and their similarities and differences; have a thorough understanding of the role of government in these industries (as provider, regulator, funder); be familiar with the range of strategies and tools whereby governments can seek to provide a quality of access, ensure good quality and finance the expansion of their services; be able to analyse options available to governments in managing the provision of human services and be able to learn from experience in one human services field to apply in another; understand the consequences for the managers of service providers of different government strategies and appreciate possible lines of response.

Topics include overview of major human service industries; strategies for providing equality of access to human services; strategies for giving users/clients a greater say in the provision of human services; strategies for ensuring good quality service (and changing perceptions of quality); strategies for financing an expansion of services; the implication of each of these strategies for the management of organisations providing a service.

21778 RAISING AND MANAGING FUNDS (6cp); prerequisites Resources Management (Community), 21766 Managing Community Organisations or equivalent subjects in Public Management concentration.

Students will become aware of the variety of sources from which community organisations obtain funds; be able to think about fund raising in a systematic manner; understand the basic theories of philanthropy and of fund raising; be aware of some of the major dilemmas that fund raising poses for community organisations; be familiar with and able to apply some basic techniques developed to raise funds from major funding sources (i.e. governments, the general public, major corporate or individual donors, users); be able to assess when it is sensible to borrow funds, and be able to prepare a loan application; how and when to invest surplus funds to obtain the best return.

Topics include sources of funds; Australian overview; theories of philanthropy and basic approaches to fund raising; raising funds from government; raising funds from the public, donors and companies; charging users – difficulties, dilemmas and possibilities; when and how to borrow; what to do with reserves investment strategies.

21779 MANAGEMENT SKILLS (6cp)

Students will develop insight into the interpersonal skills requirements of managers. This subject deals experientially with the interpersonal skills needed by managers to lead teams successfully. It takes the individual's awareness of his/her skills and interpersonal style as its starting point and goes on to examine basic communication skills such as listening, counselling and non-verbal behaviour. Applied skills are then dealt with including interviewing skills, time management, goal setting, delegation, group facilitation and meetings management, decision making, conflict management and negotiating skills and organisational communication skills. There is some treatment of interpersonal communication theory.

21780 READINGS IN ADMINISTRATION (6cp); prerequisite semesters 1-4 MBA

The reading subject is undertaken under the direction of a member of staff. The topic must be approved by the coordinator of the MBA and the appropriate Head of School. Formal lectures in selected areas may be undertaken, as directed by the supervising lecturer. The subject allows a degree of flexibility in programming for specialised needs of individual students, but can only be undertaken as part of the speciality strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen strand.

21781 SOCIAL AND COMMUNITY RESEARCH (6cp); prerequisites 21766 *Managing Community Organisations*, 21767 *Environment of Community Organisations*

Introduces the theory and methods of social research as applied within the community sector. It explores research as a problem solving tool and a political one. It critically examines both qualitative and quantitative research methods and the use of primary and secondary data sources. The subject provides a basis of understanding for those who manage or use research projects. For those attempting the management research stream, the subject provides the necessary basis for the development of a research proposal.

21782 ADVANCED RESOURCE MANAGEMENT (6cp); prerequisite 21731 *Resource Management (or equivalent)*

Develops advanced skills in budgeting and variance analysis; cash management; organisational risk management. The aim is to develop analytical and design skills through practice with specific applications and the relation of the outcomes to more general analytic models and design approaches. Topics include budgeting – conventional incremental, program and zero base budgeting – implications for the setting of priorities, resource allocation and performance evaluation; variance analysis – price and efficiency variances for major cost items – labour, materials and overhead; cash management; risk management – fixed operating costs, and fixing financing costs.

21785 RESEARCH TECHNIQUES IN MANAGEMENT (6cp); prerequisite completion of a relevant Bachelor of Business degree

Exposes students to a selection of research techniques of potential relevance in preparing a thesis in the area of management.

21786 RESEARCH SEMINARS IN MANAGEMENT (6cp); prerequisite 21785 *Research Techniques in Management (unless otherwise approved by Head of School)*

Provides a forum each semester for students to present an update on their research efforts and review the work of others.

21787 QUALITY STRATEGY (6cp); prerequisite 21743 *Productivity and Quality Management (or equivalent studies in Quality Management)*

Deals with quality management strategic issues and methodologies in some depth, and supplements the operations management and general management subjects in the various graduate programs offered in the Faculties of Business and Engineering. Topics include quality strategy in context; customer feedback and satisfaction; process benchmarking; performance measurement; people involvement; quality assurance and standards; quality tools; and quality awards.

21790 BUSINESS PROJECT - EMPLOYMENT RELATIONS (6cp); prerequisite semesters 1-7 MBA

Students will be expected to work with an individual supervisor to develop and carry out a project on some aspect of employment relations. Topics include specification of project topic, literature review, data gathering methods, data analysis and interpretation, preparation of project report.

21791 BUSINESS PROJECT - MANAGEMENT (6cp); prerequisite semesters 1-7 MBA

The project should preferably be undertaken in an organisational setting and should be integral to the elective subjects in the speciality strand. It will allow students to examine an organisation and to utilise in the problem definition, resolution, decision making, and implementation phases of the study, the skills, procedures and knowledge acquired in the course.

21792 RESEARCH PROJECT - COMMUNITY AND PUBLIC SECTOR MANAGEMENT (6cp); prerequisite *Management Research Methods of Social and Community Research and Research Proposal*

Students will systematically gather, process and interpret data; relate research results to the relevant literature; prepare a thorough and effective report; and demonstrate a comprehensive knowledge in the area chosen for the subject. The specific context will be chosen largely by the student in consultation with the academic adviser. The major components will include data gathering, data analysis, interpretation of results, and establishing relationships of these results to the research questions and problem statement to provide conclusions and suggest implications for managers and further research.

21793 BUSINESS PROJECT - TRANSPORT MANAGEMENT (6cp); prerequisite 21776 Comparative Studies in Transport Management

This subject allows the student to examine in detail an aspect of transport management and his/her own organisation. The tasks of problem definition and resolution/implementation strategies, will be covered under the supervision of an academic member of UTS staff and a senior manager in the employing organisation.

21794 RESEARCH PROPOSAL - OPERATIONS MANAGEMENT (6cp); prerequisite completion of semesters 1-4 of the Master of Business in Operations Management

Students will specify operations management problem within their own organisation; identify fundamental issues relating to the selected problem from a literature review; apply research methodology and skills (acquired in Management Research Methods) to formulate a detailed and realistic project plan. The plan can be used to evaluate progress made during 21795 Research Project - Operations Management; nominate a suitable industrial supervisor within their organisation. Note: students not working for an organisation (or where their own company is not suitable) should find a suitable organisation willing to assist/supervise them: assistance in doing this will be given by their UTS supervisor where possible, but the responsibility to find a suitable organisation rests with the student. Topics as agreed between coordinator, company supervisor and student.

21795 RESEARCH PROJECT - OPERATIONS MANAGEMENT (6cp); prerequisite 21794 Research Proposal - Operations Management (at credit level or above)

Provides a practical subject which integrates theoretical material covered; applies theory and established techniques to real-world situations in order to conduct detailed analyses of problems and develop solutions to them; develops skills in data collection, processing analysis and presentation of results and interaction with personnel in an industrial enterprise. Topics will be as agreed between coordinator, company supervisor and student.

22705 MANAGEMENT PLANNING AND CONTROL (6cp)

Examines the context in which accounting control systems are developed and used and to examine the traditional management accounting systems and practices as to their adequacy to facilitate control in organisations. Topics include accounting for

organisation control, control in organisation, the nature of organisations, individuals in organisations, accounting for decision making, budgetary control planning with uncertainty, performance measures and evaluation, organisational interdependence.

22708 MANAGEMENT INFORMATION SYSTEMS (6cp)

Modern accounting will be presented as a discipline concerned with the collection, reporting and interpretation of information for decision making at various levels of management by diverse users. A necessary condition of competent management is an efficient and effective information system, and traditional accounting systems have not always successfully integrated the total information system. Topics include the conceptual framework of the information; the structure of the managerial information system; the management of the system and; the place of accounting in the system.

22726 ACCOUNTING AND FINANCIAL ADMINISTRATION (6cp)

Introduces accounting to those who are not preparing for a career in accounting, but are going to use accounting information in their roles. Topics include both financial and management discounting: financial statements, balance sheet and income statement, financial statement analysis and understanding financial statements, the nature of management accounting, cost behaviour, differential accounting, capital budgeting, responsibility accounting, budgeting.

22727 INFORMATION FOR MANAGEMENT DECISIONS (6cp); prerequisite 21710 Quantitative Methods

Modern accounting will be presented as a discipline concerned with the collection, reporting and interpretation of information for decision making at various levels of management by diverse users. A necessary condition of competent management is an efficient and effective information system, and traditional accounting systems have not always successfully integrated the total information system. Topics include the conceptual framework of the information; the structure of the managerial information system; the management of the system and; the place of accounting in the system.

22730 EDP CONTROL AND AUDIT (6cp)

Examines the application of the objectives and procedures of auditing and internal control in the specialised area of EDP oriented information systems. The course first emphasises the control which should exist for all aspects of EDP systems regardless of auditors' requirements. It then examines the various techniques available to internal

and external auditors for gaining the evidence required to reach a justifiable opinion on the systems, and their outputs, under examination. The emphasis in classwork is heavily on seminar discussion and presentations of suggested solutions to problem situations.

22738 ACCOUNTING PRACTICES FOR MANAGEMENT (6cp)

The objectives are to develop skills in the accounting recording process; to introduce students to annual reports as a source of information; to develop skills of analysis and interpretation of a corporation's financial position; to introduce students to the goals of financial decision making, sources of finance and long term investment decision making; to examine the contemporary financial accounting and reporting environment and the accounting standards-setting process; to examine the elements of cost and management accounting; to examine the elements of computer-based accounting systems.

22740 ACCOUNTING FOR MARKETING (6cp)

Introduces marketers to the role of accounting in organisations; explains how accounting integrates with other function areas of business; develops and enhances the competence of marketers in the analysis of strategic organisational problems, using accounting skills and knowledge; enables a marketer to read financial accounts for a territory, division or organisation; introduces basic management accounting.

22743 FINANCIAL STATEMENT ANALYSIS AND FINANCIAL MODELLING (6cp); prerequisite 25742 Financial Management or 25765 Corporate Finance

Introduces students to the latest techniques of financial statement analysis, and develops an appreciation for alternative financial modelling techniques in students. Topics include credit rating systems; prediction of corporate failure; takeovers and financial statements; risk assessment and financial ratios; corporate planning models and financial statements.

22751 CORPORATE ACCOUNTING ISSUES (6cp)

Topics include the search for accounting standards; the state-of-the-art in disclosure policy; capital markets and financial information; future trends in corporate disclosure policy.

22760 APPLIED RESEARCH SKILLS (6cp)

This subject requires a basis of knowledge required to understand and use research methods and

techniques. Areas of study include research methods, observational studies, data analytic techniques and computer based statistical packages which include experimental and case studies.

22780 READINGS IN ACCOUNTING (6cp); prerequisite semesters 1-5 MBA

The reading subject is undertaken under the direction of a member of staff. The topic must be approved by the Director of the MBA and the appropriate Head of School. Formal lectures in selected areas may be required, as directed by the supervising lecturer. The subject allows a degree of flexibility in programming for specialised needs of individual students, but can only be undertaken as part of the speciality strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen strand.

22785 RESEARCH TECHNIQUES IN ACCOUNTING (6cp); prerequisite completion of a relevant Bachelor of Business degree

Exposes students to a selection of research techniques of potential relevance in preparing a thesis in the area of accounting.

22786 RESEARCH SEMINARS IN ACCOUNTING (6cp); prerequisite 22785 Research Techniques in Accounting (unless otherwise approved by Head of School)

Provides a forum each semester for students to present an update on their research efforts and review the work of others.

22790 BUSINESS PROJECT - CORPORATE ACCOUNTING (6cp)

The project should preferably be undertaken in an organisational setting and should be integral to the elective subjects in the speciality strand. It allows students to examine an organisation and to utilise in the problem definition, resolution, decision making, and implementation phases of the study, the skills, procedures, and knowledge acquired in the course.

22791 BUSINESS PROJECT – ACCOUNTING (12cp); corequisite 22760 Applied Research Skills

The project will preferably be undertaken in an applied setting and will be related to the techniques and practices used in the applied research skills subject. The project will allow examination of a perceived interest area. Resolution or elucidation of the interest area will review the use of skills, procedures and knowledge acquired in the course.

22793 BUSINESS PROJECT - ACCOUNTING AND FINANCE
(12cp); corequisite 22760 Applied Research Skills

The project will preferably be undertaken in an applied setting and will be related to the techniques and practices used in the applied research skills subject. The project will allow examination of a perceived interest area. Resolution or elucidation of the interest area will review the use of skills, procedures and knowledge acquired in the course.

22810 ACCOUNTING MODULE I (6cp)

Incorporates the topics which are specified in the study guide lines issued by the Institute of Chartered Accountants in Australia for candidates who are undertaking the professional year examination.

22812 ACCOUNTING MODULE II(6cp)

Incorporates the topics which are specified in the study guide lines issued by the Institute of Chartered Accountants in Australia for candidates who are undertaking the professional year examination.

24701 CONTEMPORARY MARKETING MANAGEMENT (6cp)

Presents a clear, realistic and contemporary perspective of marketing. The subject matter reflects major innovations and advancements currently shaping marketing thought and practice. The marketing discipline is now in a state of flux and transition, and its scope, approaches, and content are being reoriented. The scope is being altered to reflect such developments as increasing social responsibilities, changing governmental relationships, and the internationalisation of marketing. The approaches are being restructured as a result of the current emphasis on contributions of the behavioural and social sciences, quantitative methods, systems analysis, and computer technology. The content is being modified by the appearance of the new marketing concepts, models and theories.

24702 MARKETING THEORY AND PRACTICE (6cp)

Introduces the student to the field of marketing. This survey subject will present the functional, social and managerial dimensions of marketing through lectures, article reviews and actual case examples. The student will gain an appreciation of the interrelated nature of marketing variables and systems.

24710 BUYER BEHAVIOUR (6cp)

Provides insight into buyer behaviour as the foundation for marketing strategy. Examines individual and social determinants of buyer behaviour within an overall conceptual framework

that includes information processing, learning, motivation, attitudes, personality, lifestyle and social and cultural group influences. Considers consumer and industrial buyers.

24712 MULTINATIONAL MARKETING
(6cp); prerequisite 24702 Marketing Theory and Practice

This subject is managerial in the sense that it focuses on the problems and decisions facing managers of international marketing. It is comprehensive in that it covers the problems of marketing across national boundaries as well as those arising from marketing within a number of different national markets. The subject treats at length the situation of the Australian firm engaged in multinational marketing activities. The level of involvement ranges from exporting to licensing, to joint ventures, to wholly owned subsidiaries. The student will be given the opportunity of applying the theoretical knowledge gained to a detailed analysis of a particular foreign market environment and the development of marketing strategies required in that market by an Australian organisation.

24713 SALES MANAGEMENT (6cp)

Interrelates principles of organisation theory, motivation and marketing, thereby providing a conceptual framework for the practice of sales management. Develops functional knowledge in the area of sales management. Sales management was previously referred to in the discussion of tasks of the marketing manager. This subject may be seen as combining material from management and marketing areas of the course. As such, it will offer compatibility with the course objectives which relate to the application of principles to practice, giving the sales manager a theoretical foundation for planning, implementing and controlling the sales function.

24720 MARKETING RESEARCH (6cp)

Provides a comprehensive account of the marketing research process, from problem recognition and definition through all the procedural steps of findings and recommendations for marketing decision making. Specific treatment of the nature, role and management of marketing information in a corporate setting will provide a basis for discussion and development of research methodology. Covers a fundamental component of the marketing process: the generation and management of the marketing information resources of an organisation. In this sense the subject is critical to discussion of specific functional decision areas of marketing in other subjects in the course. The practical emphasis will further contribute to the student's understanding of the problems and potentials inherent in the collection and analysis of marketing data.

24730 ADVANCED MARKETING MANAGEMENT (6cp); prerequisites semesters 1-5 MBA, semesters 1-3 GDM

Develops the student's ability to apply principles of decision making to problems in marketing strategy. The attractiveness of various alternatives for individual decisions within the marketing area is affected by the interaction of all elements of the marketing program. In addition, situational factors (within the company, within the industry and within the broader environment) affect the attractiveness of alternative marketing solutions. Case studies and a business simulation will be extensively used.

24731 ADVERTISING MANAGEMENT (6cp); prerequisites 24702 Marketing Theory and Practice, 24710 Buyer Behaviour (recommended)

Advertising and promotion decisions are examined in this subject from an advanced viewpoint based on theory and research findings. The purpose is to provide managers with systematic approaches to setting advertising and promotion objectives, establishing budgets, identifying relevant target audiences, formulating and testing advertising and promotion strategies and evaluating campaign results. The subject includes an applied project covering these decision factors.

24734 MANAGERIAL MARKETING (6cp)

This subject views marketing as a key managerial decision-making area, necessarily at the locus of interface between the firm and its environment. Drawing extensively on the literature in marketing management, the subject will adopt a case method approach to the exposition of the nature and complexity of managerial marketing decision making.

24736 MARKETING COMMUNICATION (6cp); prerequisite 24734 Managerial Marketing

Deals with the communications outflow generated in the process of marketing management. As such, all forms of marketing communications directed towards the market place will receive attention, and will be considered as strategic alternatives for achieving marketing goals. Specific topics covered will include interpersonal, intermediary and mass communications. Personal selling, reseller support and the various forms of mass media, advertising and promotion will be given detailed treatment.

24737 MARKETING INFORMATION MANAGEMENT (6cp); prerequisite 24734 Managerial Marketing

Provides a comprehensive coverage of the topic of information in a marketing management context. The

concept of the marketing information system will provide a basis upon which detailed treatment of specific issues in information generation, organisation, dissemination and use will be built. A major portion of the subject will deal with marketing research methodology as applied to the marketing management decision-making context. There will be a project requirement in this subject in order to ensure that practical aspects of research methodology are appreciated by participants.

24738 INTERNATIONAL MARKETING MANAGEMENT (6cp); prerequisite 24734 Managerial Marketing

The program will first deal with conceptual matters relating firms to international markets. Using this knowledge, issues associated with developing practical marketing strategies appropriate to different world markets will be analysed in detail. Topics include the international marketing environment; comparative marketing systems; marketing strategies for different markets and; the management of informational operations. The case study approach will be widely used.

24742 NEW PRODUCT MANAGEMENT (6cp); prerequisites 24702 Marketing Theory and Practice, 22740 Accounting for Marketing, 24720 Marketing Research

Exposes students to the literature on, and the nature of, the marketing task involved in the development and launch of new products. Students will also be required to carry out a project whereby a marketing feasibility and strategy are developed for an actual new product innovation calling on knowledge gained in previous marketing subjects.

24743 CONTEMPORARY ISSUES IN INTERNATIONAL MARKETING (6cp); prerequisite 24712 Multinational Marketing

Builds upon existing knowledge in the area of international marketing and applies it to current developments and issues (both conceptual and empirical) in the field. It aims to increase awareness and improve understanding of issues beyond the scope of topics covered in traditional international marketing courses. Topics covered include political, legal, economic, cultural environmental issues; managerial and strategic issues; trade relations and internationalisation issues; and conceptual issues associated with the development of international marketing theory.

24744 COMPETITIVE INTERNATIONAL MARKETING STRATEGY (6cp);
prerequisite semesters 1-5 Master of Business in International Marketing

Enhances the problem-solving, decision-making and general management skills of students in the context of an international organisation operating in a competitive and changing global environment. Involves a PC-based international business simulation exercise and case studies/readings. Decision areas covered include: company organisation, products and improvements, management of innovation, area operations, competitive analysis, marketing research, pricing, promotion, distribution, inventory management and inter-company and intra-company transactions.

24750 MARKETING DECISION ANALYSIS (6cp); prerequisites 24701 Contemporary Marketing Management, 24702 Marketing Theory and Practice, 24720 Marketing Research, 24730 Advanced Marketing Management

Studies marketing management decision processes and procedures from a product manager's viewpoint. An increasingly complex marketing environment offers product managers new challenges and opportunities. To take advantage of the opportunities and meet the challenges, computer-aided decision procedures provide additional conceptual and applied tools for decision making. This subject builds and expands on the material covered in earlier post graduate courses in marketing by way of learning about computer models which aid and assist a product manager's task of managing markets.

24755 APPLIED INTERNATIONAL MARKETING RESEARCH (12cp);
prerequisite semesters 1-4 Master of Business in International Marketing

Develops skills in conducting various international marketing research and marketing management activities. Involves a study tour of one or two overseas countries. Enables the student to develop an appreciation of the ways in which marketing systems might be compared and evaluated across national boundaries. A greater understanding of the role and significance of Australian business in the international economy will also be achieved.

24780 READINGS IN MARKETING (6cp);
prerequisites nil, however, prior permission is required

The reading subject is undertaken under the direction of a member of staff. The topic must be approved by the Director of the MBA and the appropriate Head of School. Formal lectures in selected areas may be required, as directed by the supervising lecturer. The

subject allows a degree of flexibility in programming for specialised needs of individual students, but can only be undertaken as part of the speciality strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen strand.

24785 RESEARCH TECHNIQUES IN MARKETING (6cp); prerequisite completion of a relevant Bachelor of Business degree

Exposes students to a selection of research techniques of potential relevance in preparing a thesis in the area of marketing.

24786 RESEARCH SEMINARS IN MARKETING (6cp); prerequisite 24785 Research Techniques in Marketing (unless otherwise approved by Head of School)

Provides a forum each semester for students to present an update on their research efforts and review the work of others.

24790 BUSINESS PROJECT - MARKETING (6cp); prerequisites semesters 1-5 MBA

Designed to provide an opportunity to investigate some specific business problems in marketing such as strategic marketing planning, researching a new product venture or developing decision tools. It is expected that students will apply marketing and other business concepts studied in earlier subjects. Specific topic selection will be in consultation with a selected supervisor from the School of Marketing. Prospective students are advised to consult their supervisor during the first week of semester at the latest; consultation during the previous semester may facilitate project work.

24791 BUSINESS PROJECT - INTERNATIONAL MARKETING (6cp); prerequisites semesters 1-5 Master of Business in International Marketing

Provides the opportunity for students to undertake vocationally relevant study which integrates the course material and utilises the skills, procedures, and knowledge acquired throughout the course. It involves the research, writing and presentation of a project agreed upon between the supervisor and the student.

25705 FINANCIAL MODELLING AND FORECASTING (6cp)

Provides each student with skills in the use of a personal computer. The major objectives are to develop each student's ability to make intelligent use of forecasting and financial planning models, and to develop and implement decision support systems. Topics include an introduction to microcomputer and

spreadsheet programs, developing worksheets for planning and forecasting in the finance arena e.g. manpower planning, cashflow forecasting, loan amortisation schedule, lease vs debt financing, financial ratio analysis, developing basic forecasting skills – projection models, smoothing models, regression models, introduction to more complex techniques.

25706 ECONOMICS FOR MANAGEMENT (6cp)

Provides an intensive introduction to the two major components of economic theory – microeconomics (which deals with the behaviour of individuals, firms and industries) and macroeconomics (which deals with the behaviour of the national and international economies). Topics covered include demand and supply, theory of the firm, the market system, market failure, macroeconomic theory of output, employment and inflation, and macroeconomic policy.

25707 GOVERNMENT-BUSINESS RELATIONS (6cp); prerequisite 25706 Economics for Management

Topics include an overview of current scope of government policies towards business in Australia; overview of the market sector in Australia; the rationale of government policies toward business; the formation of public policies; policies to improve the competitive system; assistance toward the market sector; protection of national interests; policies to overcome inequities; the social responsibilities of business; industry policy and government assistance.

25721 INVESTMENT MANAGEMENT (6cp); prerequisite 25742 Financial Management or 25765 Corporate Finance

Introduces the conceptual and theoretical frameworks of the traditional and portfolio approaches to investments, and assists students in the techniques of portfolio analysis and management, by solving a number of Australian case studies. Other topics will include security valuation, investment in fixed interest securities, investment and inflation, investment in traded options.

25731 INTERNATIONAL FINANCIAL MANAGEMENT (6cp); prerequisite 25742 Financial Management or 25765 Corporate Finance

Analysis of the financial decisions of the firm in an international setting. Topics include various strategies which are evaluated in foreign exchange, money markets international cash management, and financing operations in the multinational enterprise. Management of exposure to foreign exchange risk and interest rate risk is examined. Measurement of

returns from international projects, acceptance criteria for projects and risk evaluation in foreign investments are outlined; financing in Euromarkets; taxes; swaps; debt/equity considerations; repatriation of capital; political risk issues.

25736 ASIAN-AUSTRALIAN ECONOMIC RELATIONS (6cp); prerequisite 25706 Economics for Management (unless otherwise approved by Head of School of Finance and Economics)

Provides an understanding of the growing economic interdependence of Australia with Asia and in particular, North East Asia. Topics include an overview of Australia and Asia; Japan and Australian economic relations with it; Asia's newly industrialised economies (NIES): South Korea, Taiwan, Hong Kong and Singapore; trade between Australia and Asia's NIES; ASEAN; China.

25741 CAPITAL MARKETS (6cp)

Develops a conceptual framework to evaluate both the economic functions and the regulation of the capital markets. Topics include an overview of the money supply model of Australia; the interaction between interest rates; exchange rates and the money supply; the different economic theories of regulation, description of the economic role of the different financial institutions, and capital market instruments.

25742 FINANCIAL MANAGEMENT (6cp); prerequisites 25706 Economics for Management, 21710 Quantitative Methods and either 22726 Accounting and Financial Administration or 21731 Resource Management

Topics include analytical techniques applied to financial decision making and the basic structure of the Australian financial system; capital budgeting; capital structure; dividend policy; risk minimisation; current asset management; lease vs borrow analysis; the leveraged lease; the computer as an effective tool of financial management.

25743 CORPORATE FINANCIAL ANALYSIS (6cp); prerequisite 25742 Financial Management or 25765 Corporate Finance

Introduces students to the latest developments in corporate financial analysis; develops an appreciation of the assessment of financial statements for lending and investment purposes. Topics include the objectives of corporate financial analysis, some basic concepts and key financial ratios; properties of financial ratios and various statistical issues; forecasting of cash flow/earnings for planning and control; financial information for credit assessment; bankruptcy and failure prediction,

mergers and acquisitions; credit and risk assessment for large and small clients; performance assessment of management.

25744 CURRENT ISSUES IN FINANCE (6cp); *prerequisite 25721 Investment Management*

Students will be introduced to the theoretical framework of finance: empirical evidence relating to the theory of finance will be evaluated, and students will gain practice in the analysis and interpretation of these empirical studies. Students will be acquainted with current research in finance.

25751 FINANCIAL INSTITUTION MANAGEMENT (6cp); *prerequisites 25741 Capital Markets and either 25742 Financial Management or 25765 Corporate Finance*

Introduces students to broader view of changing banking environment; develops an understanding of financial decision making in banking; develops decision-making skills in policy formulation and implementation. Topics include liquidity management; capital adequacy; bank risks and measure of interest rate risk; methods for correcting interest rate risk – futures, options, swaps.

25752 FINANCIAL INSTITUTION LENDING (6cp); *prerequisites 25741 Capital Markets and either 25742 Financial Management or 25765 Corporate Finance*

Develops understanding and appreciation of sound and practical banking practices, including lending, international trade, current issues, legal matters. Topics include banker-customer relationship; negotiable instruments; lending – loan types, mortgage property; lending – securities, documentation, lending – balance sheet analysis; lending – managing advances; international trade – exchange rates, payment mechanisms; international trade – risk assessment.

25753 ISSUES IN BANKING (6cp); *prerequisites 25751 Financial Institution Management, 25752 Financial Institution Lending*

Examines major matters of current concern to the practice of banking and finance. The topics will also have regard to material covered previously in the course.

25761 ELEMENTS OF FINANCIAL MANAGEMENT (6cp)

Introduces students to the concept of time value of money; evaluation and selection of capital assets. Topics include financial fundamentals – financial

mathematics, financial ratios; applications of capital budgeting; working capital management.

25762 SYNTHETIC FINANCIAL PRODUCTS (6cp); *prerequisites 25741 Capital Markets, 25742 Financial Management or 25765 Corporate Finance*

Provides an introduction to the management of portfolios using options in financial markets. Stock, index, debt and foreign currency options are discussed, as well as forward and futures contracts and options on these instruments. The role of such instruments as risk-transferring devices is also discussed.

25763 CORPORATE TREASURY MANAGEMENT (6cp); *prerequisites 25741 Capital Markets, 25742 Financial Management or 25765 Corporate Finance, 25731 International Financial Management*

The corporate treasury role, techniques and instruments. Topics include treasury management issues – goals and functions of treasury, information requirements, structure; hedging – various instruments, techniques to reduce uncertainty in financing and cash flows, hedging concepts, issues arising in exposure management, key internal and external mechanisms; interest rate exposure – pricing, hedging and managing; exchange rate exposure – pricing, hedging and management; use of risk – return considerations; minimising tax exposures in treasury operations; identifying and exploiting arbitrage opportunities as they arise.

25764 VENTURE CAPITAL FINANCE (6cp); *prerequisite 25742 Financial Management or equivalent*

Provides an indepth understanding of the venture capital market and develops a critical insight into the process of venture capital financing in the Australian and selected overseas markets. Students are exposed to the nature of venture capital market; role of Government initiatives and private sector participation in the supply of venture capital; taxation incentives; sources and types of venture capital finance; corporate venture and other recent international developments in venture capital; a critical analysis of the recent advances in venture capital research; and use of statistical and other research techniques for empirical venture capital research.

25765 CORPORATE FINANCE (6cp);
prerequisites 25706 Economics for Management, 22726 Accounting and Financial Administration and 25761 Elements of Financial Management

Introduces and exposes the student to corporate financial management; basic investment decision-making techniques and financing decisions both short term (current) and long term. Topics include modern portfolio theory involving risk-return relationships; principle of diversification and assessment of risk; capital asset pricing model and capital budgeting; project analysis; market efficiency and dividend policy effects of dividend imputation and capital gains tax. Debt policy? Weighted average cost of capital? Financial distress or corporate failure – predictable?; leasing versus debt alternative; mergers and acquisitions.

25780 READINGS IN FINANCE (6cp);
prerequisite semesters 1-5 MBA

The reading subject is undertaken under the direction of a member of staff. The topic must be approved by the Director of the MBA and the appropriate Head of School. Formal lectures in selected areas may be required, as directed by the supervising lecturer. The subject allows a degree of flexibility in programming for specialised needs of individual students, but can only be undertaken as part of the speciality strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen strand.

25781 READINGS IN ECONOMICS (6cp);
prerequisite semesters 1-5 MBA

The reading subject is undertaken under the direction of a member of staff. The topic must be approved by the Director of the MBA and the appropriate Head of School. Formal lectures in selected areas may be required, as directed by the supervising lecturer. The subject allows a degree of flexibility in programming for specialised needs of individual students, but can only be undertaken as part of the speciality strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen strand.

25785 RESEARCH TECHNIQUES IN FINANCE AND ECONOMICS (6cp);
prerequisite completion of a relevant Bachelor of Business degree

Exposes students to a selection of research techniques of potential relevance in preparing a thesis in the area of finance and economics.

25786 RESEARCH SEMINARS IN FINANCE AND ECONOMICS (6cp);
prerequisite 25785 Research Techniques in Finance and Economics (unless otherwise approved by Head of School)

Provides a forum each semester for students to present an update on their research efforts and review the work of others.

25790 BUSINESS PROJECT - FINANCE (6cp); prerequisite semester 1-5 MBA

The project should be undertaken in an organisational setting and should be integral to the elective subjects in the speciality strand. It allows students to examine an organisation and to utilise in the problem definition, resolution, decision making, and implementation phases of the study, the skills, procedures, and knowledge acquired in the course.

25791 BUSINESS PROJECT - BANKING (6cp); prerequisite semesters 1-5 MBA

This subject requires a 10,000-word report to be prepared on a topic, agreed to by the subject coordinator, that is within the area of banking.

25807 MERGERS AND ACQUISITIONS (3cp); prerequisites 25741 Capital Markets, 25765 Corporate Finance

The exact nature of the subject material will be determined by each presenter.

25809 TECHNICAL ANALYSIS (3cp); prerequisites 25741 Capital Markets, 25765 Corporate Finance

The exact nature of the subject material will be determined by each presenter.

25811 SWAPS (3cp); prerequisites 25741 Capital Markets, 25765 Corporate Finance

The exact nature of the subject material will be determined by each presenter.

25812 FUND RAISING IN INTERNATIONAL MARKETS (3cp); prerequisites 25741 Capital Markets, 25765 Corporate Finance

The exact nature of the subject material will be determined by each presenter.

25813 FINANCIAL NEGOTIATION SKILLS (3cp); prerequisites 25741 Capital Markets, 25765 Corporate Finance

The exact nature of the subject material will be determined by each presenter.

**26790 BUSINESS PROJECT -
INTERNATIONAL BUSINESS (6cp);
prerequisite semesters 1-5 MBA**

The project should be undertaken in an organisational setting and should be integral to the elective subjects in the speciality strand. It allows students to examine an organisation and to utilise in the problem definition, resolution, decision making, and implementation phases of the study, the skills, procedures, and knowledge acquired in the course.

**27701 LEISURE INDUSTRY
ORGANISATION AND POLICY (6cp)**

Examines the history of organised leisure provision in Australia by the public, private and voluntary sectors; explains the efforts of these three sectors to cater to, as well as shape and control, the leisure behaviour of Australians; describes the ramifications of the provision of organised leisure in Australia and examine linkages with other aspects of public, private and voluntary activities; and attempts to discover the response of contemporary leisure organisations to the economic, political, social and cultural environment in Australia.

27702 APPLIED LEISURE THEORY (6cp)

Provides a cross-section of the literature which explains different aspects of leisure theory. The literature addressed will draw from sociology, psychology, history, philosophy and leisure studies. Students will also become familiar with contemporary debates and issues in leisure theory, and with the relevance of the leisure theories and theorists examined for contemporary leisure services.

**27704 ECONOMICS OF LEISURE AND
TOURISM (6cp); prerequisite 27709
Leisure and Tourism Organisation and
Policy**

An introduction to the language, concepts and analytical techniques of economics and their application to leisure and tourism. The subject explores ways in which economics has been applied to various sectors of, and issues in, leisure and tourism. The subject also examines the role of the state as leisure provider; means of assessing the value and viability of leisure and tourism investments in the public and private sector; and, mainstream economic theories, as well as critical theories, on the operation of the market system.

27705 TOURISM SYSTEMS (6cp)

Provides a conceptual awareness of leisure-based tourism and other forms of travel; assists students to use systems theory principles to analyse and describe tourism and to develop appropriate models for further investigation; systematically and analytically

investigate tourism's component elements in terms of their structures, functions, operations and intra-system interrelationships; demonstrate knowledge and understanding of the inter-relationships between tourism and the environment with which it interacts; demonstrate awareness of the applicability of such knowledge to management and other business practices in the travel and tourism industry; and demonstrate the ability to apply this body of knowledge in a managerial decision-making role using contemporary case histories or case studies.

27706 TOURISM MANAGEMENT (6cp)

Enables students to demonstrate knowledge and understanding of management as a social process; demonstrate the ability to analyse management theories and empirical studies and assess their applicability to various tourism industry settings and management structures; demonstrate knowledge of the functions and levels of management in tourism industry organisations; demonstrate the ability to formulate management strategies and perform management functions appropriate to sectors of the travel and tourism industry; and, demonstrate knowledge and understanding of the necessary ethics and responsibilities of tourism managers in relation to external environments and publics.

**27707 LEISURE AND TOURISM
RESEARCH (6cp)**

Introduces students to social science research methods and their utilisation in leisure and tourism studies. Students will become familiar with a range of research methods and approaches and, through group projects, will gain experience in conducting, thus enabling them to critically evaluate research and to undertake modest research exercises. The subject is intended to cover the principles of research as well as practical aspects such as interviewing and computer analysis of survey data.

**27708 THE TRAVEL AND TOURISM
INDUSTRY (6cp)**

Students will be expected to identify, define and describe the travel and tourism industry; classify the firms and organisations comprising the industry into sectors according to their basic functions; analyse and critically evaluate each sector; demonstrate knowledge of the environments with which the industry and its constituent sectors interact; demonstrate knowledge of occupations and management functions within industry sectors; and demonstrate the ability to critically investigate management problems and functions in the context of one or more industry sectors in ways that are sensitive to tourism's external environments.

27710 POPULAR CULTURE (6cp)

Students will be given the historical idea of popular culture as collective social formation and the contemporary idea of popular culture as mass culture. Students will learn techniques and theories of cultural analysis and will inquire into the relationship between cultural production, popular culture and leisure. The literature on popular culture guides the subject through an analysis of historical material, mass culture, magazines, comics, music, television, sport and tourism.

27711 LEISURE AND TOURISM PLANNING (6cp)

Provides an understanding of the principles of the environmental planning process as they apply to leisure, recreation and tourism; assists students in identifying the components of a planning problem (environmental, economic, social, legal, political) and determine related data requirements; to become familiar with those aspects of state and local government Acts and ordinances which govern leisure, recreation and tourism planning in NSW, including those which relate to development control; and be able to critically assess and evaluate the outcomes of planning and design decisions and practices.

27713 LEISURE MANAGEMENT (6cp); prerequisites 27702 Applied Leisure Theory, 27701 Leisure Resource Industry Organisation and Policy

Analyses management theories in the context of the leisure industries looking at human resources management, organisational culture and negotiation skills. Legal implications and strategies are considered in leisure industry practices with the focus on case analysis. A weekend management training workshop in the outdoors is conducted, and the subject is concluded with consideration of leisure management in its wider social and political context.

27714 TOURIST ATTRACTION MANAGEMENT (6cp)

Examines tourist attractions as entities and analyses the tourist attraction process in functional, structural, operational, and interrelational terms; develops an understanding of the ways in which tourist attractions are created, or existing facilities such as artistic exhibitions or performances can be managed and specifically marketed to acquire tourists as audiences; and assists students in practicing a range of the management and marketing functions which are integral to the successful operation of a specific tourist attraction or to the acquisition of tourists as an audience to a non-tourism-specific facility.

27715 MANAGEMENT OF AUSTRALIAN SPORT (6cp)

Develops an understanding of the roles of sport in modern society, including the relationships between sport and leisure, human behaviour and sport, policy making and sport and the commercial applications of sport.

27716 SPORTS MARKETING (6cp)

Examines the nature of market relations and marketing processes for sport. It focuses on the development of professional skills relevant to marketing strategies in sports management.

27717 EVENT AND FACILITY MANAGEMENT (6cp)

Examines the planning and operational procedures necessary for the efficient conduct of sporting events and facilities, and aims to develop professional skills related to effective event and facility management in the sports context.

27718 SPORT AND THE LAW (6cp)

Examines the way in which the law impinges on sports managers and their clients, and aims to develop professional skills related to the legal implications of sports management practice.

27752 MARKETING FOR THE ARTS (6cp)

Provides an understanding of the role of marketing in contemporary society and an understanding of the basic concepts in marketing management so that students can identify the particular characteristics and skills necessary for successful arts marketing; and familiarity with market/audience research techniques in the arts.

27753 THE ARTS ENVIRONMENT IN AUSTRALIA (6cp)

The central premise of this subject is that art is a social product. This challenges romantic and mystical notions which represent art as "above" society, as transcending social and historical forces. In arguing against these idealist notions this subject explores how social, political and economic factors distinguish art from a wide range of related cultural practices. The specific focus is on the structures of arts organisations and policy in Australia. Particular issues considered include the politics and history of public support for the arts, the formation of audiences and publics, the economic impact of the arts, the interaction of the public and private sectors and theories of culture and art.

27754 ARTS MANAGEMENT RESEARCH PROJECT (6cp)

Provides students with the opportunity to undertake a substantial applied research project through which

they may develop and test their project design and managerial skills; encourages students to consolidate and reflect on knowledge gathered in the course and bring this to bear on a contemporary arts issue; enables students to test their capacity for self-direction and management; develops skills in writing and, if possible, publishing research in arts related areas.

27755 ARTS ORGANISATIONS AND MANAGEMENT (6cp)

Develops within students a critical appreciation of management practices and organisational forms within the arts and cultural industries; examines the impact of different modes of managing and organising; creates an awareness of behavioural issues within arts organisations including power, control, conflict, negotiation, decision making and strategic planning; analyses a range of contemporary issues which impact upon managing within these organisations, including discrimination, industrial relations, cutback management techniques and corporatisation.

27756 LAW AND THE ARTS (6cp)

Develops basic legal skills of research and writing; gives an understanding of the legal environment of the arts in Australia, and the capacity to identify legal problems and to be aware of situations where expert legal advice is necessary. The subject covers the structure of the Australian legal system, the law of associations, copyright, royalties and residuals, contracts, tax issues and restrictions of rights.

27759 ACCOUNTING AND FINANCIAL MANAGEMENT FOR THE ARTS (6cp)

Gives students a basic appreciation of the role of financial management in arts administration. Some cultural bodies have difficulty delivering services to the community simply because their management is ill equipped to balance artistic outputs within available financial resources. Lectures and workshops, including visits to outside bodies, cover a territory of basic financial analysis and reporting, compiling charts of accounts, using personal computers to solve everyday problems and working with boards, committees and funding authorities. At the conclusion students should have a basic understanding of these issues and be better able to manage the financial affairs of any cultural organisation.

27806 TOURISM MANAGEMENT PROJECT (6cp); prerequisites 27706 Tourism Management, 27707 Leisure and Tourism Research

Requires students to form teams of two or three to complete a management consultancy project.

Academic staff will adopt the client role but participants will use actual industry, firm or organisation case situations wherever possible. On completion of the project, students will be able to initiate and bring to fruitful completion an applied management project which relates to a tourism industry opportunity or problem; demonstrate the ability to integrate the knowledge and skills they have acquired in the program and apply them to a managerial decision-making case; demonstrate that they can function effectively in a management team and contribute to project management; and, produce original work in an appropriate format which demonstrates their abilities in the field of tourism management.

27807 TOURISM AND LEISURE MARKETING (6cp); prerequisite one core subject

Provides an understanding of the nature of market relations and marketing processes for leisure and tourism; an understanding of the difference between selling and marketing orientations in the public, private/commercial and voluntary sectors; familiarity with the coordinating and integrative requirements of all marketing efforts; recognition of the criteria for effective market segmentation and the selection of client groups; assistance with comprehension of current trends in pricing for leisure and tourism; and provides familiarity with the communication processes necessary for successful promotion in terms of personal contact, advertising, incentive schemes and publicity.

27808 TRAVEL AND TOURISM LAW (6cp)

Conveys basic knowledge and understanding of general legal principles and processes which affect business activities in Australia; assists students to demonstrate knowledge and understanding of laws and regulations which have particular significance for the tourism industry and to demonstrate the ability to recognise legal obligations in management contexts in the tourism industry.

27809 LEISURE STUDIES PROJECT (6cp); prerequisite 27707 Leisure and Tourism Research

Provides students with the opportunity to undertake a substantial applied research project through which they may develop and test their project design and managerial skills; encourages students to consolidate and reflect on knowledge gathered in the course and bring this to bear on some contemporary problem or issue in the leisure field; enables students to test their own capacity for self-direction in the undertaking of the task of project design and management; and enables students to complete the course with an original project report which demonstrates their abilities in the leisure field!

27811 CULTURAL TOURISM (6cp);
prerequisite one core subject

Investigates the organisation and meanings of tourism as a cultural phenomenon. The fundamental logic of tourism is cultural difference; how this difference is produced and consumed will be one of the main questions explored.

The subject begins by exploring the shifting meanings of culture in the history of tourism. Contemporary tourism is defined as a culture industry, i.e. as an industry where cultural forms, processes, artefacts and spectacles are exchanged, consumed or experienced in various ways. The focus then turns to the major traditions of analysis of cultural tourism: the sociological, the anthropological and the more recent semiotic perspectives, specifically in terms of their value for a critical evaluation of the cultural dimensions of tourism.

After this analysis of the major theoretical debates, the concepts acquired here will be applied to a series of Australian case studies. Two main areas shall be covered: tourism and the arts and tourism and Aborigines. Finally, the subject investigates the possibilities for sustainable tourism: for tourism that is regionally and culturally appropriate and non-exploitative.

27915 APPLIED STUDIES A (2cp);
prerequisite approval of program coordinator

Students complete a contract in advance with the program coordinator undertaking to complete a project requiring 50 hours of work during the semester. The project work allows students to extend their knowledge of the field of leisure and recreation, and/or apply general knowledge and skills to the field of leisure and recreation, and/or practice professional skills in recreation in a field setting.

27925 APPLIED STUDIES B (4cp);
prerequisite approval of program coordinator

Students complete a contract in advance with the program coordinator undertaking to complete a project requiring 100 hours of work during the semester. The project work allows students to extend their knowledge of the field of leisure and recreation, and/or apply general knowledge and skills to the field of leisure and recreation, and/or practice professional skills in recreation in a field setting.

27935 APPLIED STUDIES C (6cp);
prerequisite approval of program coordinator

Students complete a contract in advance with the program coordinator undertaking to complete a project requiring 150 hours of work during the

semester. The project work allows students to extend their knowledge of the field of leisure and recreation, and/or apply general knowledge and skills to the field of leisure and recreation, and/or practice professional skills in recreation in a field setting.

27941 ADVANCED RESEARCH METHODS FOR LEISURE AND TOURISM STUDIES (6cp); prerequisite 27707
Leisure and Tourism Research

Develops advanced knowledge and skills in leisure and tourism research so that the student will be capable of conducting competent research capable of advancing the field of knowledge. The subject assumes a basic knowledge of social research techniques and their application to leisure and tourism, as covered in the subject *Leisure and Tourism Research*. This involves a familiarity with the range of qualitative and quantitative research methods used and familiarity with a survey and statistical analysis package such as SPSS. The subject covers two areas: conceptual/theoretical and quantitative. The conceptual/theoretical part involves an exploration of the nature of social science research and its relationship to policy and the development of knowledge. The quantitative part involves an understanding of the application of statistical methods and exploration of the more advanced capabilities of the SPSS computer package.

27942 ADVANCED TOURISM AND LEISURE MARKETING (6cp);
prerequisite 27807 Tourism and Leisure Marketing

Enables students to develop a detailed knowledge of the distinctive practices associated with marketing personal services in the tourism and leisure industries; provides an appreciation of the complex interactions among the mixture of resources which combine to form tourism and leisure "products"; an understanding of the dynamic nature of marketing strategy in response to changes in the environments within which tourism and leisure activity occurs; a detailed knowledge of the nature of the markets for various tourism and leisure products; the ability to construct an information and control system applicable to a leisure or tourism marketing organisation; and the ability to develop a detailed actionable marketing plan for a tourism or leisure service.

27943 SOCIOLOGY OF LEISURE (6cp);
prerequisite 27712 Leisure Theory

The subject is for students who seek to pursue a thesis or undertake research in the area of cultural studies or the sociology of leisure. The subject draws selectively from the sociology of leisure literature and identifies contemporary debates and develop-

ments. From this selective base, inquiry is directed towards specific social theorists whose work has influenced contemporary sociology of leisure, theorists such as Roland Barthes, Michael Foucault or Herbert Marcuse. These theorists will be studied with a view to understanding their approaches to leisure questions. For example: what is Foucault's way of addressing questions of sexuality, pleasure and power; what is Barthes' way of understanding the politics of leisure through the construction of myth; what is Marcuse's way of addressing the commodification of leisure? It is anticipated that the social theorists studies in depth might change in relation to interests of students and expertise of staff. Students who successfully complete the subject will have acquired a disciplined knowledge of debates in the sociology of leisure and an in-depth understanding of the work of one influential social theorist – and the relevance of that theorist for the sociology of leisure.

27944 LEISURE POLICY (6cp); prerequisite 27709 Leisure and Tourism Organisation and Policy

Examines in depth with policy analysis methods and their application to policy issues in leisure and tourism, such that the student will be capable of conducting such analyses in a research or practice environment. It is assumed that students are already familiar with material covered in the prerequisite subjects, in particular: the broad structure of Australian government and how the various types of leisure policy – in sport, the arts, tourism and the environment – are accommodated within that structure; economic, political and philosophical arguments concerning the role of government in western capitalist and mixed economy societies; cost-benefit analysis and its application to leisure and tourism; the role of environmental planning and the operation of the New South Wales Environmental Planning and Assessment Act. The prerequisite subjects do not cover policy analysis and theories of decision making. Neither are political philosophies dealt with in any depth. The subject therefore covers these areas and then proceeds, by means of a series of case studies, to examine examples of policy-making and decision making in the leisure and tourism field.

27945 LEISURE AND TOURISM FUTURES (6cp)

An examination of forecasting techniques and their application to leisure and tourism and alternative social, economic, political and environmental futures and their implications for leisure and tourism. The content includes forecasting methods/approaches and their application to leisure and tourism: trend extrapolation, respondent assessment, the Delphi

technique, scenario-writing, cross-sectional methods, spatial models, comparative methods, composite methods.

27946 MA PROJECT (12cp); prerequisites 27941 Advanced Research Methods for Leisure and Tourism Studies plus one elective chosen from 27943 Sociology of Leisure, 27944 Leisure Policy or 27942 Advanced Tourism and Leisure Marketing, or elective approved by course coordinator

Students opting for Mode A will be required to complete an MA Project, which is considered to involve an amount of study equivalent to two 150-semester-hour subjects. The MA Project should result in a paper of the order of 8,000-10,000 words. The aim of the MA Project is to enable the student to pursue a topic of his or her choice and to demonstrate an ability to assemble and present evidence and arguments more fully than is expected in normal subject assignments. The project can be theoretical or applied in nature. It could therefore be based entirely on reading of published material or it could involve collation and interpretation of secondary data or limited collection of primary data. The project is not expected to advance knowledge but is expected to demonstrate the student's familiarity with relevant theory, ideas and literature and to present evidence of powers of reasoned exposition, logical structuring of arguments and scholarly presentation.

27947 MA THESIS (36cp); prerequisites 27941 Advanced Research Methods for Leisure and Tourism Studies plus one elective chosen from 27943 Sociology of Leisure, 27944 Leisure Policy or 27942 Advanced Tourism and Leisure Marketing, or elective approved by course coordinator

Students opting for Mode B will be required to complete a thesis, which is considered to involve an amount of study equivalent to six 150-semester-hour subjects. It is expected that the length of the thesis will normally be in the range of 20,000-30,000 words. The thesis is expected to present original research of a theoretical or applied nature. It will not be expected to advance knowledge, as is required in the case of a PhD thesis, but it should give evidence of the student's ability to engage in a substantial investigation, to identify and analyse research problems and to present the results in a coherent and scholarly manner.

SUBJECTS OFFERED BY OTHER FACULTIES

43402 TRAFFIC AND TRANSPORTATION (6cp)

Provides the basic principles and technical aspects in transportation planning and traffic engineering. The influence of environmental and political aspects will be analysed. Emphasis will be directed towards the application of traffic engineering in the planning and reorganisation of traffic problems in local government situations.

43451 ENVIRONMENT OF PROFESSIONS OF LOCAL GOVERNMENT (6cp)

Establishes an understanding of cross-disciplinary competencies available in the professions working in local government. This provides a foundation for exploring management applications in later stages.

43452 ENVIRONMENTAL MANAGEMENT (6cp)

Examines current environment issues and their implications at the local level. Global, national and local policy approaches are evaluated as a basis for developing local government multi-disciplinary management approaches.

43453 INFRASTRUCTURE MANAGEMENT (6cp)

Examines current and likely future roles of local government in the provision of urban and regional infrastructure. Future infrastructure technologies are examined (such as information transfer) as are methods of public and private provision.

43454 MANAGING LOCAL ENTERPRISE (6cp)

This subject, together with 21758 Strategic Management (Public), forms the capstone of the course. Students prepare a management plan, of publishable standard, for a selected local development issue (such as unemployment or environmental degradation). The emphasis is on issues in a council's external environment.

56742 APPLIED PUBLIC RELATIONS (6cp); prerequisite 56740 Managing Communication Media

Educates students about the way in which public relations is carried out in sport organisations and develops competence in writing, planning and implementing programs.

56744 PUBLIC RELATIONS MANAGEMENT (6cp); prerequisite 56740 Managing Communication Media

Educates students about all aspects of the management of public relations in organisations and enables them to take advantage of the opportunity to apply these principles in the sports management environment.

79701 STAMP DUTIES (6cp)

Gives a general overview of stamp duty, the means by which stamp duty is imposed, and the major instruments and transactions which are subject to duty and most frequently encountered in daily practice. Topics to be covered include imposition and territorial nexus; assessment of duty and consequences of non-stamping; conveyances and transfers; contract splitting Declarations of Trust; settlements, oral transaction duty; goods, wares or merchandise exemption; interest in land-owning companies and trusts; leases and hiring arrangements and loan securities.

79702 LAND TAX AND PAY-ROLL TAX (6cp)

This subject is divided into two components. Land Tax will canvas basic principles and the complex legal issues in this tax, including general liability, practical aspects and administration and special matters, e.g. jointly-owned land, "special trusts", etc. The second component will explore complex taxation issues in relation to Pay-Roll Tax, including issues of general liability; group employers; practical aspects and administration and special matters, e.g. relevant contracts, tax concessions etc.

79706 CUSTOMS DUTIES/LEVIES (6cp)

Issues to be considered include liability to duty; import licensing and quota; dumping and countervailing duties; bounties; drawback and "by-law for export"; appeal rights and excise duties.

79707 INTERNATIONAL TAXATION II (6cp); prerequisite 79762 International Taxation I

International tax planning is one of the key elements in any strategy of expansion. The appropriate tax advice will help avoid pitfalls. This subject will cover issues including a tax treatment of non-residents – industry provisions, royalties, sales in Australia by overseas manufacturers and merchants, ex-Australian profits; withholding tax – interpretative provisions, deemed interest, exclusions, recoupment and anti-avoidance legislation, dividends and interest and international tax avoidance and transfer pricing – anti-avoidance legislation, key elements of Division 13, administrative provisions, and other considerations.

79711 ADVANCED INDUSTRIAL LAW
(6cp); prerequisite 79731 *Industrial Law*

Develops the student's understanding of the collective aspects of the legal regulation of the employer/employee relationship introduced in the subject *Industrial Law*; instills an awareness of solutions to problems in this field attempted by other legal systems, and an understanding of current problems; develops the student's skills in the preparation for the presentation of cases before industrial tribunals. This subject completes the examination of industrial law in Australia. It seeks to develop an understanding of our Industrial Arbitration System and the regulation of wages and working conditions under awards at both the Federal and State level.

79718 ADVANCED TAXATION (6cp);
prerequisite *substantial knowledge of taxation*

This subject is concerned with taxation practice, i.e. the application of various provisions of the Income Tax Assessment Act, the regulations thereunder and other revenue laws. The subject is not intended to be prescriptive, and variations will be made by the lecturer to cater for the interests of the students and to take account of current developments in revenue law. However, the subject does traverse current taxation problems affecting the business community and includes the following: recent amendments and case law; fundamentals of tax planning; Section 51(1); advanced problems; partnerships; trusts; taxation and stamp duty problems in estate management, company-distribution, losses both current and previous year; superannuation and employee benefits; foreign source income and tax havens; alienation of income; Section 260 and legislative techniques to minimise tax avoidance; objections and appeals; other revenue laws.

79729 LEGAL ENVIRONMENT OF BUSINESS (6cp)

Develops an understanding of the basic principles relating to the law in Australia and its relation to a number of major areas of importance to business; develops the facility for identifying legal problems and recognising situations where expert legal advice is necessary. There are two strands, one emphasising trade practices, the other emphasising computer law.

79731 INDUSTRIAL LAW (6cp)

Aims to introduce the student to an understanding of the various matters encompassed by industrial law; to study the common law and subsequent statute law relating to the relationship between the employer and employee, especially in the contract of employment; to develop an understanding of the legal regulation of the working conditions and pay of Australian employees at both the Federal and State level.

79732 LAW FOR ADMINISTRATORS (6cp)

The constitutional limits on administration; legal rules; implementation of legal rules; judicial controls over administrative decision making; administrative controls over administrative decision making; rule and rule making in business regulation; tribunals and adjudication; advocacy; administrative law reform; reform of the Australian administrative process.

79733 COMPANIES AND SECURITIES LAW (6cp); prerequisite *good knowledge of company law*

Presents a comprehensive explanation of Australian company law with the aim of approaching the topic by looking at the principles and provisions of the Australian Corporation and Securities Legislation as an integral part of the contemporary legal and commercial development in Australia. Emphasis is being given to the trans-Australian aspect of corporations law which means adoption of a national rather than State view, and is designed for students engaged in a variety of professional and commercial occupations who would like to acquire and perfect a working knowledge of company legislation.

79741 MARKETING LEGISLATION IN AUSTRALIA (6cp); prerequisite *some knowledge of commercial law (preferred)*

Provides the marketing decision maker with a general perspective of the legal context of marketing with emphasis on examining the philosophy, development and application of marketing related legislation. Legislation relevant to the marketing manager making product, price, promotion and distribution decisions will be reviewed and discussed.

79742 INTERNATIONAL BUSINESS LAW (6cp); prerequisite *basic understanding of commercial law*

Aspects of the law of the international sale of goods, aspects of the legal environment of the conduct of business abroad; international economic institutions (e.g. GATT and IMF); Australia and its major trading partners, aspects of the anti-trust legislation and incentives to export; fiscal aspects of trade; the protection of Australian industry; foreign investment law; the transnational corporation.

79749 LAW FOR MANAGERS (6cp); prerequisites *21766 Managing Community Organisations, 21728 Public Sector Management*

At the conclusion of this subject, students will be familiar with the operations of the legal system including the role of parliament, the courts, the tribunals; will understand the way the legal rules are made and applied and the problems of rule handling

in a non-legal context; and will be familiar with the ways in which bodies of law impact on the work of managers in the public and community sectors. Topics include an introduction to the legal system; constitutional aspects; the nature of legal rules; the legislative framework for actions against public or community managers (e.g., tort, contract); Administrative Law; particular aspects in the law referring to public employment and the employment of professionals; particular aspects of the law concerning the legal forms available for community organisations; their tax treatment and responsibilities of boards of managers and trustees.

79752 EMPLOYMENT LEGISLATION (6cp)

Considers in detail the main aspects of the Australian and NSW Industrial Arbitration Acts, together with special legislation concerning leave with pay, workers' compensation, occupational health and safety, and anti-discrimination. A special component of this course is the study of the legislation and common law affecting industrial disputes.

79753 CURRENT ISSUES IN INDUSTRIAL LAW (6cp)

Focuses on current developments and central issues in industrial relations law to ensure that students are familiar with state-of-the-art knowledge and practice in the field. Topics covered include current legislative changes and proposed changes, common law development, and the latest arbitration and judicial decisions.

79761 INDIRECT TAXATION (6cp); prerequisite 79718 Advanced Taxation

Students will examine the legal and procedural issues arising from the legislation. The subject is structured to examine the general liability to taxation, special matters which arise in the operation of the legislation and the practical aspects and administration associated with the legislation.

79762 INTERNATIONAL TAXATION (6cp); prerequisite 79718 Advanced Taxation

Presents a comprehensive explanation of the many and important issues to be presently found within the international environment of business. The subject will place emphasis on the more important taxation issues and thus will be flexible to respond to issues as they arise.

79763 CONTEMPORARY ISSUES IN TAXATION (6cp); prerequisite 79718 Advanced Taxation

Students will examine the current issues in taxation within the Australian environment. Emphasis will be placed on the important contemporary issues so it will be flexible to respond to the needs of the

students in understanding the legislation and its implementation in practice.

79764 TAXATION PROJECT (12cp); prerequisite 22760 Applied Research Skills

Students will undertake research into an aspect of taxation under the guidance of a supervisor, and will submit a paper of 10,000 - 15,000 words, of a standard demonstrating original research.

79775 FINANCE LAW (6cp)

Aims to enhance student's expertise in modern banking law and practice. Topics include the Banking Act and Reserve Bank Act; pre and post Campbell – deregulation, foreign banks, floated currency; banker/customer duties and liabilities; Cheques and Payment Orders Act 1986; electronic funds transfer; mistaken payments; bank lending and securities; legislative framework of bank lending; international transactions and settlements.

79781 READINGS IN INTERNATIONAL BUSINESS LAW (6cp); prerequisite semesters 1-5 MBA

The reading subject is undertaken under the direction of a member of staff. Formal lectures in selected areas may be required, as directed by the supervising lecturer. The subject allows a degree of flexibility in programming for specialised needs of individual students, and can be undertaken as part of the speciality strand in the MBA program, in which case the subject should be related to other subjects within the chosen strand.

79791 BUSINESS PROJECT - LAW (6cp); prerequisite semesters 1-7 MBA

Caters for individual need through approved topics in association with particular programs across the graduate subjects. The topic will be agreed between coordinator and individual student and Director of MBA.

79792 BUSINESS PROJECT - TAXATION (6cp); prerequisite/corequisite 22760 Applied Research Skills

The project will preferably be undertaken in an applied setting and will be related to the techniques and practices used in the applied research skills subject. It will allow examination of a specific area of interest depending on the knowledge, skills and analytical accomplishment gained in the master's course.

79811 TAXATION MODULE (6cp)

Incorporates the topics which are specified in the study guidelines issued by the Institute of Chartered Accountants in Australia for candidates who are undertaking the professional year examination.

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 W L Bui, MCom (WA)
 M Freeman, BA (Ec), MEd (Macq)
 K R Jones, BA, MCom (N'cle)
 M McGrath, BEc (UNE), MEd (Macq)
 A Simos, BCom (NSW), MEd (Syd), DipSIA
 M Stevenson, BA (UNE), MCom, MStat (NSW)
 R M Trayler, BBus (NSWIT), MAppFin (Macq)
 P J Wilson, BA (Hons) (NSW), PhD (Woll)

Lecturers

K Chan, MCom (Hons) (NSW)
 C Currie, BEc (Hons) (Syd), MCom (Hons) (NSW)
 G Hobbes, MCom (NSW)
 J Hussin, MSc (Mich)
 A M Kearns, MCom (Hons) (NSW)
 W O'Connor, BA (NSW), MEd (ANU), GradDipComp (Macq)
 K Pearson, BE (Hons) (NSW), MBA (NSWIT)
 M Peat, MEd (Syd)
 G Ta, BA (Singapore), MEd (Syd)

Associate Lecturers

E Kasamanie, BAEd (Hons) (Toronto), MEd (Syd)
 V E Le Plastrier, BA (Ec) (Hons), MEd (Hons) (Macq)
 D Cotton, BBus (KCAE)
 E Hutson, BBus (KCAE)
 D V Nguyen, BBus (Hons) (UTS)

Office Coordinator

C Fawcett

Administrative and Secretarial Support

A Kellick
 S Lewis

Programmer

P O S Teoh, BEng (Hons) (NSW)

School of Leisure and Tourism Studies

Associate Professor and Head of School

R Lynch, DipPhysEd (WTC), MEd (WA), PhD (Ill)

Senior Lecturer and Deputy Head of School

W Spinks, DipPhysEd (WTC), BEd (WA), MA (Ed) (Macq), PhD (Syd)

Professor of Leisure and Tourism

R W Robertson, MA (Victoria, Canada), FRAIPR

Associate Professor

A J Veal, BA (Hons) (Econ Bristol)

Senior Lecturers

B Hayllar, TeachCert (N'cle), BA (UNE), MA (Env Ed) (Iowa)
 L Stear, BEc (Syd), GradDipEd (STC)

Lecturers

R Barrett, BEd (KCAE), MSc (Hons)
 M Darby, AssDipArts (MCAE), GradDip (Rec) (SCAE)
 T Griffin, BA (Geog), DipUrbStud (Macq), GradDipTourismMan (KCAE)
 R Harris, BA (Geog) (Macq), GradDipMktg (N'cle), AssDipTravel & Tourism (STC), MAITT
 P Jonson, BA (Hons), LLB (Syd), GradDipLeisure Studies (KCAE)
 R Ravinder, BSc (Phys) (Madras), MA (Pol&PubAdmin) (Madras), PGDipMan (Calcutta), MCom (NSW), AssDipTravel & Tourism (STC)
 T Taylor, BA (Rec) (Alberta), GradDipUrbanStudies, MA (Urban Planning) (Macq)
 B Watt, BEd (KCAE), MEd (UWA)
 S Wearing, Ord 4 Cert, MTP (NSW)

Associate Lecturers

S Darcy, BA (Leisure Studies) (KCAE), GradDipEnvStud (Macq)
 L A Hall, DipTeach (Salisbury CAE), GradDip (Rec) (SCAE)

Office Coordinator

D Spencer

Administrative and Secretarial Support

F Bullock
 E Chee
 S Upton

School of Management

Associate Professor and Head of School

R L Kane, BSc (Union College), MSc (Penn State),
GradDipEd (WAIT), MAPsS, MIPMA

Professor of Management

S K Mukhi, BE, MBA, PhD (NSW), MIEAust,
FAIM

Associate Professors

R W Dunford, BA (Hons), BCA (VUW), PhD
(ANU)
N H Harrison, BA, BSocSc (Hons) (Sing), MBA
(WA), AAIM
M J Lyons, BA (Hons) (NSW), PhD (ANU)
B C Marx, BA (Syd) BSc, MBA (NSW), MAIPM
G R Pratt, DipTech, BBus (NSWIT), DipEd (STC),
MEc (Syd), PhD (Nebraska), AFAIM, FRIPAA,
MAITEA
G W Ticehurst, BSc (NSW), DipEd, MEd (Syd),
MSc, PhD (Macq)

Senior Lecturers

M Abraham, BEng, MEngSc, MBA (NSW)
E Baker, BA (NYU), BSc (Hons), PhD (Lond)
N S Barnwell, BCom (NSW), MBA (NSWIT),
AMIMarE, TEng
T J Fisher, BE (Hons), MA, MBA (Syd), MAppSc
(NSWIT), DPhil (Oxford), AFAIM, MIEAust, MIEE
P McGraw, BA (Leicester), MA (Warwick)
J Onyx, BA (Hons) (VUW), PhD (Macq)
G D Sheather, BArch (NSW), MSc (Israel),
M Ekistica (Greece), AFAIM, MRAPI, MRAIA
I Palmer, BA (Hons) (ANU), PhD (Monash)
K B Spooner, MCom (Hons) (NSW)
R Van Munster, MEc (Syd), ASTC

Lecturers

D Bubna-Litic, BPsych (UWA), MAPS, AIMM
R Cain, BSc(Hons) (NSW), GradDipSocSci
(Stockholm), MEc (Macq), FAICD, AFAIM, MCIT
G Callender, BBus (NSWIT), DipAdEd (UTS),
MCom (NSW), CPA, AFAIM
A Caro, BA (Hons) (Cambridge)
J Chapman, BEc (Hons) (UNE), PhD (NSW)
R W Connor, BA (Qld), LitB (UNE), MSc (Econ)
(Lond), MIPMA
J D Crawford, BSc (Hons), MEngSc (Syd), PhD
(NSW), MAPS
D Davis, BSc (Hons) (Aston), MSc (Bradford),
MIEAust, CEng, MIMechE, MBIM, MCIBSE
A Errington, BA (Syd), MBA (NSW)
R Fishman, BA, MCom (NSW), AIMM, MAITD
D A Harricks, BSc (Agr) (Syd), MBA (NSW)
C Newton, BCom (Melb), MBA (NSW)
J Nyland, BA (Hons), DipEd (NSW)
S Saunders, BA (UNE)

F Soliman, BE (Syd), MEngSc, PhD (NSW),
MIEAust, MACS, AIArbA, AFCHSE, MSSA,
MASOR, AIMM, MRIPAA
S R Tibbles, BSc, MBA (NSW)

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L Hooper

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J Burnham
E Cross
D Harris
M Hoey
A Hunt
K Levi
R Martin, BBus (KCAE), MEc (Macq), MIAME,
AFAIM, MIEE
B McNeill
S North Ash
J Tomkins
B Van Es

School of Marketing

Head of School

Vacant

Professor of Marketing

K E Miller, BCom (NSW), MBA, PhD (Ohio State),
MMRSA, FAMI, FMA

Associate Professor

N J Barrett, MCom, PhD (NSW), MAIEX, MMRSA

Lecturers

J Cornish, MEc (Hons), MEd (Syd)
S Denize, MCom (Otago)
P Emerson, BSc (Hons), PhD (Syd)
R Fletcher, BA, MA (Syd), M Com (NSW), MAIEX
W T Gwynne, BCom (NSW), MA (Lanc), MBA
(Cran), AFAMI, AAIM
R McGuiggan, BSc (Hons) (Syd), MCom (NSW)
J Wright, BEc, MBA (NSW)
L C Young, MCom (NSW)

Fractional Lecturer

G B Wilkinson, BEc (Hons) (Syd), ACA, FCPA,
ACIS

Office Coordinator

G McCarthy

PRINCIPAL DATES FOR 1993

AUTUMN SEMESTER

JANUARY

- 11 Release of HSC results
- 11 School of Legal Practice enrolment day at St Leonards
- 18 Closing date for changes of preference to the Universities Admissions Centre (UAC) from 1992 NSW HSC applicants (by 4.30 pm)
- 21-29 Enrolment of students at City campus
- 26 Australia Day
- 29 Public School Holidays end

FEBRUARY

- 1 - 26 Enrolment of students at City campus
- 3 - 5 Enrolment of new undergraduate students at City campus - includes UAC and direct applicants
- 4 - 5 Enrolment of all Faculty of Nursing students at Kuring-gai campus
- 10 - 11 Enrolment of all School of Teacher Education students at Kuring-gai campus
- 22 Enrolment of School of Biological and Biomedical Science students at St Leonards campus

MARCH

- 1 Classes begin
- 12 Last day to enrol in a course or add subjects
- 12 Last day to change to upfront HECS payment
- 26 Last day to apply for leave of absence without incurring financial penalty
- 31 HECS Census Date

APRIL

- 8 Last day to drop a subject without academic penalty*
- 8 Last day to withdraw from a course without academic penalty*
- 9 Public School Holidays begin
- 9 Good Friday
- 12 Easter Monday
- 13 Graduation period begins
- 13 - 16 Vice-Chancellors' Week (non-teaching)
- 16 Public School Holidays end
- 25 Anzac Day
- 30 Graduation period ends
- 30 Last day to apply to graduate in Spring 1993

MAY

- 28 Closing date for undergraduate applications for Spring semester

JUNE

- 14 Formal examination period begins
- 28 Public School Holidays begin

SPRING SEMESTER

JULY

- 2 Formal examination period ends
- 5 School of Legal Practice enrolment day at St Leonards campus
- 5 - 9 Vice-Chancellors' Week (non-teaching)
- 9 Public School Holidays end
- 21 Release of Autumn Semester examination results
- 26 - 30 Confirmation of Spring programs
- 27 - 28 Enrolment of new students

AUGUST

- 2 Classes begin
- 5 Last day to withdraw from full year subjects without failure*
- 13 Last day to enrol in a course or add subjects
- 13 Last day to change to upfront HECS payment
- 27 Last day to apply for leave of absence
- 31 HECS Census Date
- 31 Last day to apply to graduate in Autumn 1994

SEPTEMBER

- 10 Last day to drop a subject without academic penalty*
- 10 Last day to withdraw from a course without academic penalty*
- 27 Public School Holidays begin
- 27 Vice-Chancellors' Week (non-teaching) begins
- 27 Graduation period begins
- 27-29 Conference on Cultural Diversity
- 30 Closing date for undergraduate applications via UAC (without late fee)
- 30 Closing date for inpUTS Special Admission Scheme applications
- 30 Closing date for postgraduate applications - to be confirmed

OCTOBER

- 1 Vice-Chancellors' Week (non-teaching) ends
- 1 Graduation period ends
- 8 Public School Holidays end
- 29 Closing date for postgraduate research and course award applications
- 29 Closing date for undergraduate applications via UAC (with late fee)
- 29 Closing date for undergraduate applications direct to UTS (without late fee)

NOVEMBER

- 15 Formal examinations begin

DECEMBER

- 3 Formal examinations end
- 20 Public School Holidays begin
- 24 Release of Spring Semester examination results

** HECS or Postgraduate Course Fees still apply after the HECS Census date.*

FACULTY LOCATION MAPS

(for map of City campus)

Faculty of Business Information Office

City Campus

Level 1, Building 5C

Corner Quay Street and Ultimo Road

Haymarket

Telephone: (02) 330 3500

Postal Address

PO Box 123

Broadway NSW 2007

School of Accounting

Level 3, Building 5C

Quay Street, Haymarket

City Campus

Telephone: (02) 330 3562

School of Finance and Economics

Level 4, Building 5C

Quay Street, Haymarket

City Campus

Telephone: (02) 330 3627

School of Management

Level 4, Building 5C

Quay Street, Haymarket

City Campus

Telephone: (02) 330 3600

School of Marketing

Level 2, Building 5C

Quay Street, Haymarket

City Campus

Telephone: (02) 330 3522

Graduate School of Business

Level 2, Building 5C

Quay Street, Haymarket

City Campus

Telephone: (02) 330 3500/3502

(for map of Kuring-gai campus)

Faculty of Business Information Office

Kuring-gai Campus

Level 5, Building 1

Eton Road

Lindfield

Telephone: (02) 330 5355

School of Leisure and Tourism Studies

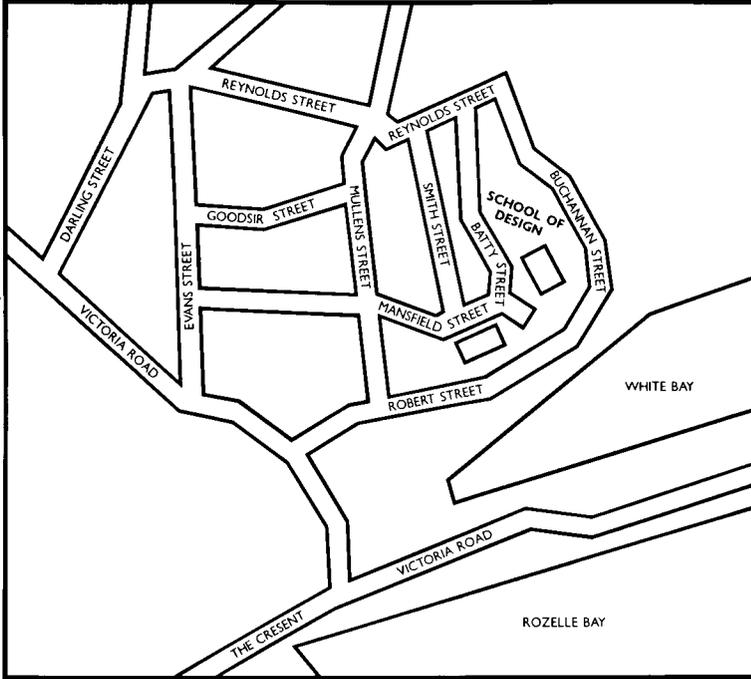
Room 204, Level 2

Eton Road, Lindfield

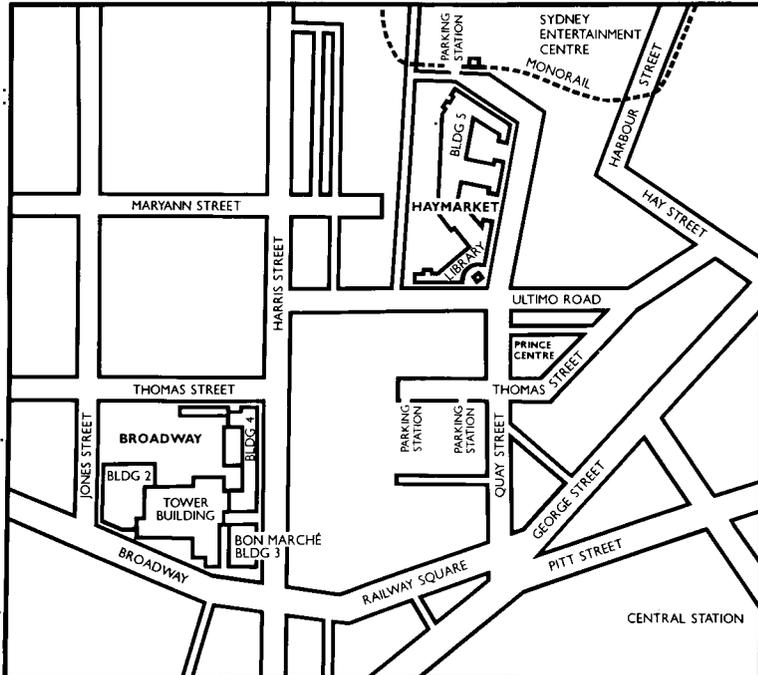
Kuring-gai Campus

Telephone: (02) 330 5497

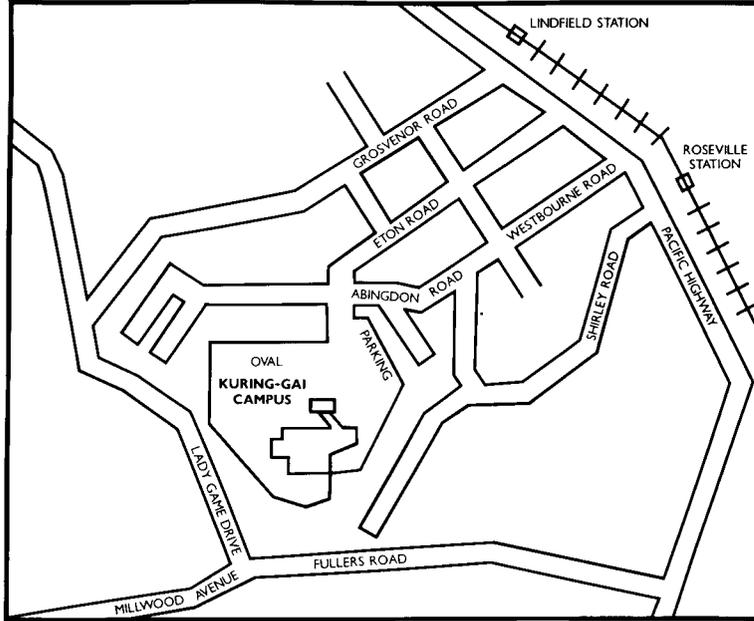
BALMAIN CAMPUS



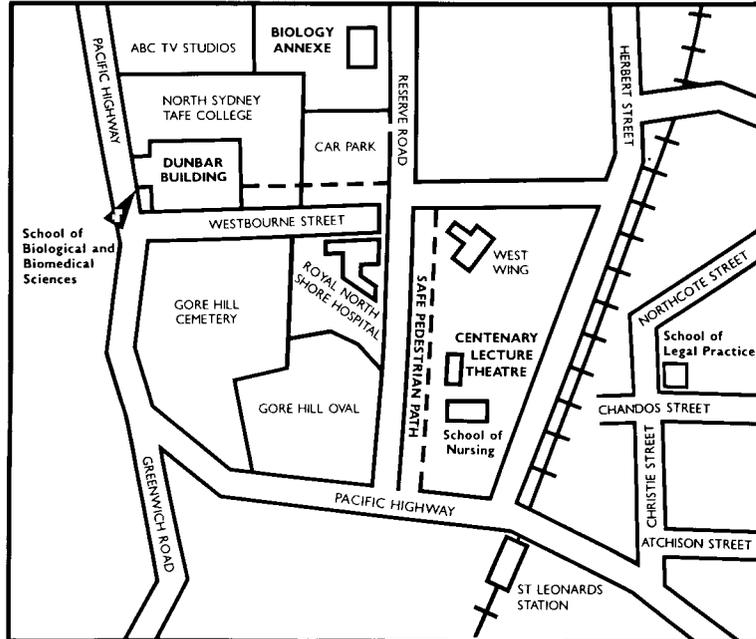
CITY CAMPUS



KURING-GAI CAMPUS



ST LEONARDS CAMPUS



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ISSN 1036-0646