

Faculty of Business

**1990
Handbook**

UNIVERSITY OF TECHNOLOGY, SYDNEY

The University of Technology, Sydney, was established as the New South Wales of Technology in 1965 and became a university in 1988. It amalgamated with Kuring-gai College of Advanced Education and the Institute of Technical, Adult and Teacher Education on 1 January 1990. Over 15,000 students study in over 70 courses at UTS. At postgraduate level the University offers Graduate Diplomas, Masters by coursework, Masters by thesis courses and Doctoral programmes.

All courses are vocationally oriented and the close relationship between a student's academic study and the realities of the work situation is stressed. Particular attention is paid to the needs of part-time students and the structure of their study programmes. In a number of courses, special programmes involving "sandwich" attendance enable the student to alternate between periods of full-time study and full-time professional experience.

The University occupies five campuses close to the business district of Sydney. The main campus is at Broadway, with others at North Shore, Haymarket, Balmain and Kuring-gai.

The Faculty of Business is located at Haymarket.

Full-time, Part-time and Sandwich Courses

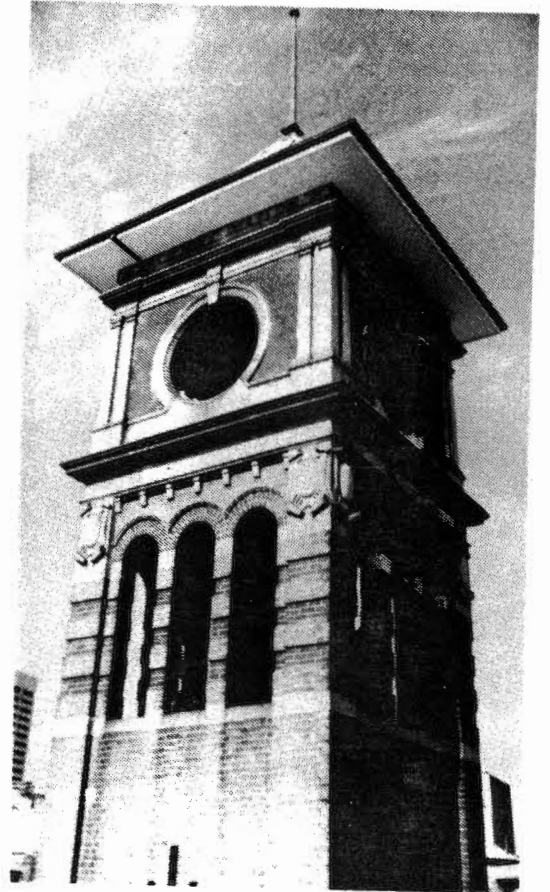
Most courses offered by UTS can be undertaken with part-time attendance. A number of courses are also offered with full-time and sandwich attendance (see table of courses). Students are usually allowed to transfer from one attendance pattern to another at the end of a stage. This is subject to the Head of School's approval and class space availability. The University does not offer external or correspondence courses.

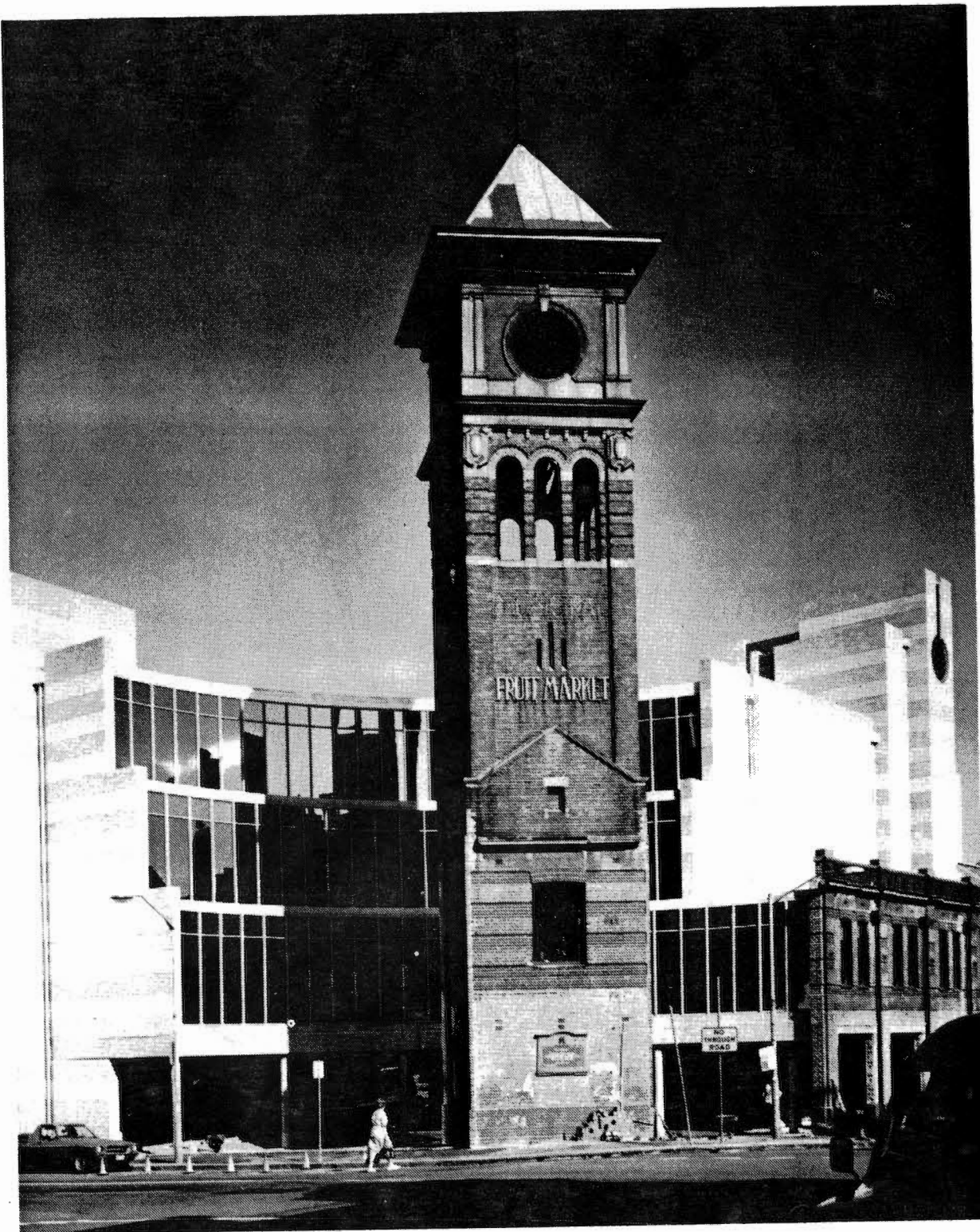
It should be noted that admission to courses on a sandwich attendance pattern basis does not require students to be employed at the time of enrolment.

Further Information

The University publishes a Calendar which may be purchased from the Co-operative Bookshop, or consulted at the University Library or UTS Information Service.

The 1990 Calendar is published in two volumes and should be read in conjunction with this and other UTS Faculty Handbooks. Volume 1 contains other course information, lists of officers and staff, general information and regulations. Volume 2 covers the Kuring-gai campus only.





MISSION

The special mission of the University of Technology, Sydney is to provide higher education to equip graduates for professional practice. The UTS approach has been to relate academic study to practical needs and to offer courses through a variety of attendance patterns to encourage the combination of work and study. This style of cooperative education is appealing to students and highly regarded by professional associations.

UTS offers not only a degree but a profession, the option to combine work and study, the opportunity for working men and women to improve their qualifications, and a university education with a difference.

EQUAL OPPORTUNITY

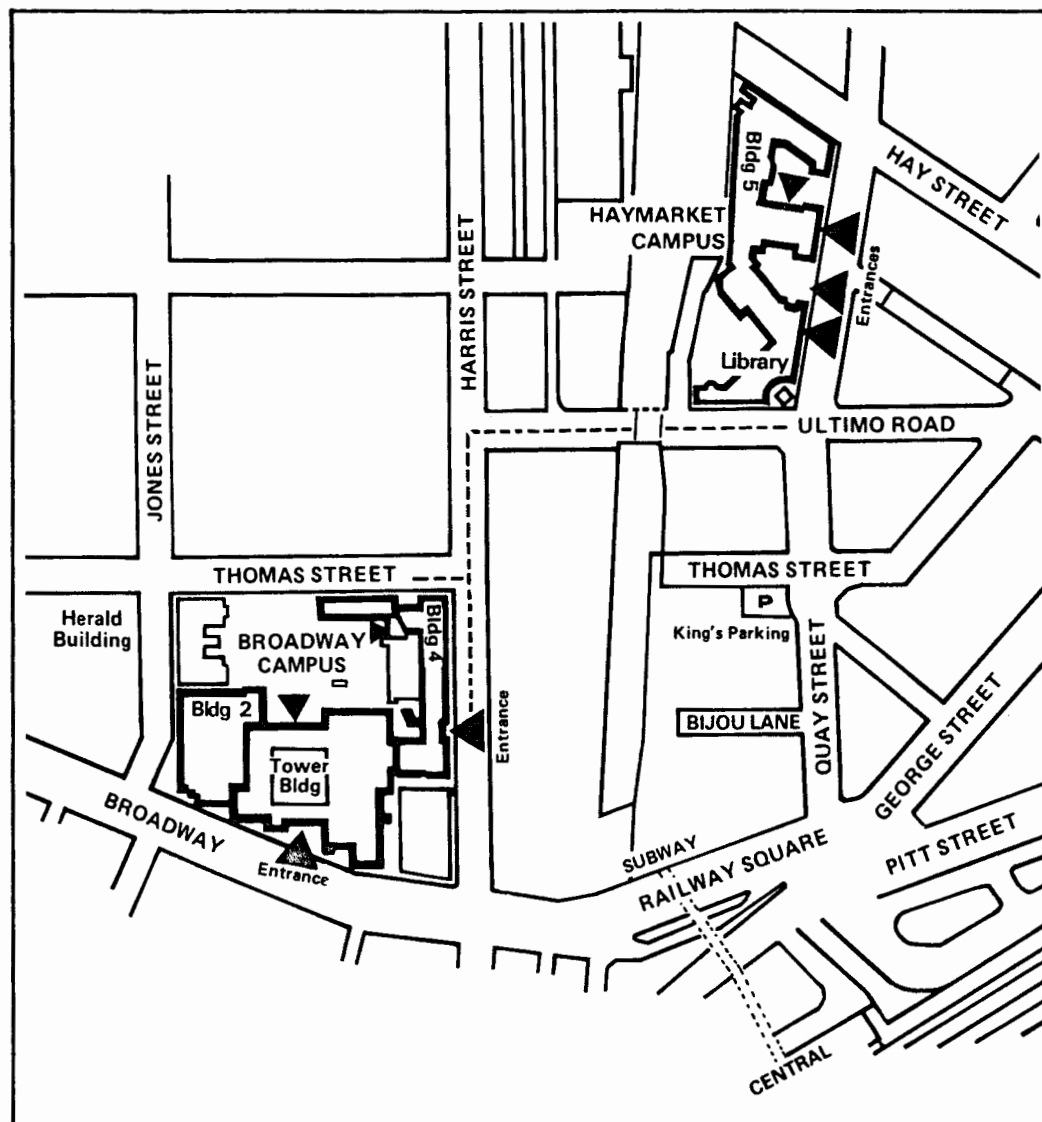
It is the policy of the University of Technology, Sydney to provide equal opportunity for all persons regardless of race, sex, marital status, physical disability, racial vilification or homosexuality.

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1990 Handbook

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FACULTY OF BUSINESS
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BROADWAY CAMPUS
15-73 Broadway
Broadway
Telephone: (02) 20930
PO Box 123
Broadway NSW 2007



INFORMATION DAY

Visit UTS on Monday 28 May, 1990
from 2.00pm - 7.00pm at the
Broadway Campus 15-73 Broadway.
Phone (02) 20930.

Select from an exciting new range of degree courses in

- Adult Education
- Architecture
- Biological and Biomedical Sciences
- Building
- Business
- Communication
- Computing
- Design
- Education
- Engineering
- Law
- Leisure Studies
- Library and Information Science
- Mathematics
- Nursing
- Physical Sciences
- and Accredited Short Courses

PRINCIPAL DATES FOR 1990

All courses at the University follow the semester pattern of attendance. The academic year is divided into two semesters, each containing twenty weeks.

January

- 3 Teaching commences for College of Law co-operative course C190
- 15 Teaching commences for College of Law full-time course C901
- 29 Academic year commences
- 29-30 Enrolment of continuing students (not Kuring-gai)
- 31 Enrolment of new students (not Kuring-gai)

February

- 1-2 Enrolment of new students (not Kuring-gai)
- 5-9 Enrolment of continuing students (not Kuring-gai)
- 10 Orientation Open Day
- 12 Classes commence for continuing students (not Kuring-gai), new Faculty of Business (Broadway) students and new School of Nursing (Gore Hill) students
- 12 Classes for all Faculty of Adult Education students commence
- 12-15 Enrolment of new and continuing students (Kuring-gai)
- 12-16 Orientation Week
- 13 Teaching ceases for College of Law co-operative course C190
- 13-15 Special Examinations (Kuring-gai)
- 19 Classes commence for other new students (all campuses) and for continuing Kuring-gai students
- 19 Teaching commences for College of Law co-operative course C289

March

- 2 Last day to add subjects (Kuring-gai)
- 9 Last day to add subjects (except Kuring-gai)
- 9 Last day to apply for advanced standing (ie subject exemption)
- 9 Last day to apply for transfer of course
- 9 Last day to pay HECS Up front charges
- 16 Last day for continuing students to withdraw without penalty from a course or a semester-unit (Kuring-gai)
- 16 Teaching ceases for College of Law co-operative course C289
- 19 Tutorial week commences (except Kuring-gai)
- 19 Classes suspended week (Kuring-gai except LTCS)
- 19 Field Experience week (School of Leisure, Tourism and Community Studies)
- 19 Project and Directed Activity week commences (Faculty of Adult Education)
- 30 Last day to change HECS Payments Option
- 31 Autumn HECS census date

April

- 2 Teaching commences for College of Law co-operative course C189
- 6 Last day for withdraw without academic penalty from a course or subject (except Kuring-gai)
- 6 Last day to approve leave of absence
- 9 Recess week for College of Law full-time course C901
- 13 Good Friday
- 13-20 Easter break (Faculty of Adult Education)
- 16 Easter Monday
- 17 Practicum (School of Teacher Education)
- 23 Practicum (School of Teacher Education, School of Library and Information Studies)
- 23 Field Experience week (School of Leisure, Tourism and Community Studies)
- 23 Classes suspended week (Other Kuring-gai Schools)
- 25 Anzac Day
- 26 Graduation Ceremonies commence
- 27 Last day for first-year Kuring-gai students to withdraw without academic penalty from a course or semester-unit

- 30 Tutorial week commences (not Kuring-gai)
- 30 Practicum (School of Teacher Education, School of Library and Information Studies)
- 30 Field Experience week (School of Leisure, Tourism and Community Studies)
- 30 Classes suspended week (other Kuring-gai Schools)

May

- 1 Teaching ceases for College of Law co-operative course C189
- 7 Practicum (School of Teacher Education)
- 7 Project and Directed Activity week commences (Faculty of Adult Education)
- 25 Closing date for applications for Spring semester
- 28 Information Evening

June

- 4 Formal examinations commence for School of Nursing (Gore Hill)
- 4 Project and Directed Activity week commences (Faculty of Adult Education)
- 11 Queen's Birthday holiday
- 12 Formal examination period commences
- 18 Formal examinations commence for Architecture and Building, Engineering, and Kuring-gai
- 22 Teaching ceases for College of Law full-time course C901
- 22 Last day of teaching semester (Faculty of Adult Education)
- 25 Semester recess commences (Faculty of Adult Education)
- 29 End of formal examination period
- 29 End of Autumn Semester

July

- 2 Semester recess commences
- 2 Teaching commences for College of Law co-operative course C290
- 9 Teaching commences for College of Law full-time course C902
- 17-18 Special Examinations (Kuring-gai)
- 18 Project and Directed Activity week (Faculty of Adult Education)
- 18-20 Mid-year enrolment of students
- 23 Spring Semester commences
- 23 Classes commence for all Kuring-gai students and for continuing students on other campuses
- 25 Classes for all Faculty of Adult Education students commence
- 30 Classes commence for new students (except Kuring-gai)

August

- 3 Last day to add semester-units (Kuring-gai only)
- 9 Last day to apply for advanced standing (ie subject exemption)
- 9 Last day to apply for transfer of course
- 9 Last day to pay HECS Up front charges
- 9 Last day to add subjects (except Kuring-gai)
- 10 Teaching ceases for College of Law co-operative course C290
- 17 Last day to add subjects (except Kuring-gai)
- 17 Last day to withdraw from a course or semester-unit without penalty (Kuring-gai, except first-year students)
- 20 Teaching commences for College of Law co-operative course C190
- 27 Tutorial week commences (except Kuring-gai)
- 27 Practicum (School of Teacher Education, School of Library and Information Studies)
- 27 Field Experience week (School of Leisure, Tourism and Community Studies)
- 27 Project and Directed Activity week commences (Faculty of Adult Education)
- 27 Classes suspended week (other Kuring-gai Schools)
- 30 Last day to change HECS Payment Option
- 31 Spring HECS census date

September

- 3 Practicum (School of Teacher Education, School of Library and Information Studies)
- 3 Field Experience week (School of Leisure, Tourism and Community Studies)
- 3 Classes suspended week (other Kuring-gai Schools)
- 10 Practicum (School of Teacher Education)
- 14 Last day to approve leave of absence
- 14 Last day for withdrawal without academic penalty from a course or subject (except Kuring-gai)
- 14 Teaching ceases for College of Law co-operative course C190
- 17 Practicum (School of Teacher Education)
- 24 Non-teaching fortnight commences (Faculty of Adult Education)
- 26 Teaching commences for College of Law co-operative course C289
- 28 Applications close for admission in 1991

October

- 1 Labour Day holiday
- 1 Field Experience week (School of Leisure, Tourism and Community Studies)
- 1 Classes suspended week (other Kuring-gai Schools)
- 1 Recess week for College of Law full-time course C902
- 9 Tutorial week commences (except Kuring-gai)
- 24 Teaching ceases for College of Law co-operative course C289

November

- 12 Formal examinations commence for School of Nursing (Gore Hill)
- 12 Project and Directed Activity week commences (Faculty of Adult Education)
- 19 Formal examination period commences
- 26 Examinations commence for Architecture and Building, and Engineering
- 30 End of formal examination period (Kuring-gai only)
- 30 Last day of teaching semester (Faculty of Adult Education)

December

- 7 End of formal examination period (except Kuring-gai)
- 14 Teaching ceases for College of Law full-time course C902
- 24 End of academic year

Nursing Practical Experience for Kuring-gai students is ongoing throughout each semester. Details are in the *Clinical Experience Handbook* issued by the School of Nursing.

Kuring-gai Campus Practical Legal Training Courses.

First Half-Year Full-Time 901

January 15 - June 22
Recess: April 9 - April 16 (incl)

Co-Operative First Half-Year: Course C190

Session I: January 3 - February 13, 1990
Session II: August 20 - September 14, 1990
Session III: April 2 - April 30, 1991
Weekend Seminar - May 5 and 6, 1990

Second Half-Year Full-Time 902

July 9 - December 14
Recess: October 1 - October 5 (incl)

Co-Operative Second Half-Year: Course C290

Session I: July 2 - August 10, 1990
Session II: February 25 - March 22, 1991
Session III: October 8 - November 4, 1991
Weekend Seminar - November 10 and 11, 1990

1990 Academic Year

Autumn Semester
January 29 - June 29

Spring Semester
July 23 - December 24

1990 Public Holidays

Australia Day	January 26
Easter	April 13 - April 16
Anzac Day	April 25
Queen's Birthday	June 11
Labour Day	October 1

1990 TAFE and Public School Holidays

April 13 - April 22
July 2 - July 15
September 24 - October 5
December 17 - January 28

GENERAL INFORMATION

The Faculty Office is located in Building 5C, Level 2, Corner of Quay Street and Ultimo Road, Haymarket.

The **UTS Information Service** is located in the foyer of the Tower Building at Broadway. It provides information and assistance to the public with all aspects of application for UTS courses. As the student centre it is the principal point of contact between students and the central administration. Through this centre students can obtain assistance with the broadest range of enquiries.

The **Student Health and Counselling Services** are located on the Broadway and Kuring-gai campuses, telephone 218 9145 (Broadway) or 413 8342 (Kuring-gai), and provide the following specialised services.

Student Counselling: The aim of this service is to assist students to perform to the best of their ability. Problems of a personal nature, study difficulties, selection of courses or anything else that is likely to affect a student's progress, may be discussed in confidence with the student counsellors.

Health Service: A free health service is provided for students of the University. A medical practitioner and a nursing sister staff the service and all consultations are considered strictly confidential.

Student Welfare Service: A Welfare Officer co-ordinates several distinct areas of student welfare including Accommodation, Student loans, Austudy applications; advocacy role (if needed) with academic and administrative problems. All interviews are confidential and suggestions for services required by students are welcome.

Students with Physical Disability: The Special Needs Co-ordinator is able to assist students with an increasing range of services. These include parking arrangements; amanuensis (note taker); hearing enhancement equipment; tape recorders; examination concessions (time and print size of paper). A seminar is held early in semester informing students with special needs of UTS policy.

A Learning Skills Counsellor is available to assist students with their study methods, particularly those students returning to study after some years absence.

The **International Students Counsellor** assists those students coming to UTS from overseas, with any difficulty they may have in successfully pursuing their course.

English classes: The University offers a variety of English classes particularly for overseas students. Interested students should contact the Student Services Unit in the first instance for further details.

Child Care: The Magic Pudding Child Care Centre provides full-time and part-time care for children of both students and staff. Care is available for children aged up to five years, Monday to Friday (8.00am - 10.00pm). Fees are calculated on a sliding scale based on family income. For further information please call 218 9507 or drop into the Centre at Broadway campus.

Financial Assistance is available to Australian residents under the AUSTUDY Assistance Scheme. The Australian Government provides means-tested living and other allowances to full-time and sandwich students undertaking approved tertiary and postsecondary courses. Further information is available from: The Director, Department of Employment, Education and Training, Plaza Building, 59 Goulburn Street, Sydney, NSW 2000. Telephone: (02) 218 8800. Information booklets and application forms are also available from the Student Welfare Officer in the Student Services Unit at the University.

Fees and the Higher Education Contribution Scheme (HECS): Compulsory fees are payable to the University Union and Students' Association. The 1990 fees are \$155 for new students and \$137 for continuing students.

The Higher Education Contribution Scheme (HECS), introduced by the Commonwealth Government, collects a contribution from higher education students towards the cost of their education. Students (with the exception of some categories) are required to make a contribution of 20 per cent of their course costs. In 1990 this is about \$1882 for a full-time course load. The contributions will only be required if and when the person has the capacity to pay.

Under HECS, an annual course charge of \$1882 will apply for each year of equivalent full-time study undertaken. Relative charges will apply according to the actual proportion of equivalent full-time load being undertaken. If a student undertakes 75 per cent of a full-time load then she or he will be charged about \$1,412 (75 per cent of \$1,882). The charge increases annually in line with tertiary education costs.

Student compulsory fees and HECS "upfront" charges are due and payable by a date determined by the Registrar and Secretary.

The **Students' Association (SA)** represents all students at the University. The Students' Council is the governing body of the SA. Elected by students, it is accountable to the student body. Each Faculty and the School of Design is represented on the Council along with a number of general members elected by all students.

The full-time paid President of the SA is directly elected by students. An Executive Committee assists the President in carrying out the directions of the Students' Council and the day to day management of the Association. The Vice-President is employed full-time to represent student education interests.

In general the SA plays a representative and advocacy role on behalf of students. It liaises closely with the University Union and the Student Services Unit. Additionally, it negotiates with, and/or lobbies government and non-government organisations on education and welfare issues in the interests of the students.

The Students' Association maintains close links with student bodies in other tertiary institutions and has a political role to play in maintaining educational standards

and conditions for students both within the University and the tertiary sector as a whole.

The main office of the SA is located at the Broadway Campus on Level 3A of the Tower Building (telephone 218 9064). Opening hours - 9am to 6pm.

Equal Opportunity Co-ordinator

The Equal Opportunity Co-ordinator is available to assist any students who feel they have been discriminated against in their study. Whether the problem is sexual harassment or other unfair treatment because of race, sex, marital status, physical disability, racial vilification, homosexuality - you will be assured of a confidential hearing. You can contact her on 20930.

The **University Union** acts as the University's community centre and provides a focus for the social, cultural and recreational activities of the whole of the University community. All students are members of, and pay fees, to the Union: all University staff, whose fees are paid by way of an annual lump sum grant from the University to the Union, are also members; all graduates are eligible for life membership of the Union.

The Union fulfills its objectives by providing food services, licensed bars, lounge, meeting and function rooms, stationery shops, newsagency, sporting facilities (including squash courts, gymnasium, weights rooms and basketball/volleyball court), sports programmes and activities programmes which include dances, concerts, lunchtime speakers and entertainment, films and creative leisure courses. The Union also provides considerable financial and other assistance to affiliated clubs and societies. Miscellaneous services include free accident insurance, free legal advice, free diaries and other publications, lockers, telephones and TVs.

The Union also established the University's Careers and Appointments Service, which provides a graduate placement service, casual employment and careers counselling.

The Union is controlled by a board of 15 persons, including eight students. Elections are usually held in September of each year and all interested students are encouraged to stand for a position on the board.

For further information, contact the Union Office on Level 6 of the Tower Building, phone 218 9403.

The **University Library** offers information from libraries on the Haymarket Campus, North Shore and Kuring-gai Campuses. The Faculty of Design has an Information Resource Centre (Library) at the Balmain campus. A wide variety of materials is available. Tours are given by library staff at the beginning of each semester as well as comprehensive sessions on the literature of various subjects.

The **Computing Services Division** provides a variety of facilities and services for undergraduate students. The main installation is on Level 9 of the Tower Building at

Broadway with additional locations at Broadway and at the other campuses.

Scholarships: From time to time a number of companies, institutions and government authorities offer scholarships, cadetships, or employment to students about to commence courses at the University. Details are usually advertised in the press in the latter part of the year or early January. The UTS Information Service maintains a noticeboard devoted to such press clippings in the foyer of the Tower Building.

Prizes are awarded annually to students at UTS for excellence in study. These are made available through the generosity of private individuals and public organisations.

FURTHER INFORMATION

The information given above is a summary only. Further and more detailed information on each of the aspects covered may be obtained from the UTS Information Service or Faculty and School offices at the University.

An Information Evening or Open Day is normally held mid-year and prospective students are encouraged to attend and discuss their proposed courses and careers with members of academic staff. Information concerning the day may be obtained from the UTS Information Service.

STAFF

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S.K. Mukhi, BE, GradDiplIndMgt, MBA, PhD (NSW), MIEAust

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R. Elliott, Bindex Hamlyn & Co
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M. Powditch, BT Australia Ltd
A.G. Tidswell, Sydney County Council

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Senior Lecturer, School of Business and Public
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Economics
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P. Fritz, Technical Computing Graphics Pty Ltd
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Associate Professor, Public Administration Unit
G.R. Pratt

Senior Lecturer, School of Business and Public Administration
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Lecturer, Public Sector Management
P. Lemon

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G.R. Curnow, Department of Government, University of Sydney
W. Healey, Office of Public Management, Premier's Department (NSW)
S. Jamieson, Department of Employment and Industrial Relations
M. Stanton, National Occupational Health and Safety Commission
R. Tait, Ernst and Young

COURSES

Faculty Information

The Faculty of Business is located in the Markets Campus in the redeveloped markets area of the city.

The Faculty consists of four Schools: School of Accounting, School of Business and Public Administration, School of Finance and Economics, and School of Marketing. Each School contributes to the academic content of the various courses offered by the Faculty.

Exchange programmes operates with Oregon State University and Aarhus School of Business, Denmark. These programmes enable Australian business students to experience life and study abroad. Subjects approved for study are given full accreditation.

- Courses offered by the Faculty are:
- Bachelor of Business, with majors in
 - Accounting
 - Business Administration
 - Employment Relations
 - Marketing
 - Finance and Economics
 - Bachelor of Accounting
 - Bachelor of Business (Hons)
 - Business of Public Administration
 - Finance and Economics
 - Marketing
 - Graduate Certificates in
 - Banking
 - Financial Studies
 - Graduate Diplomas in
 - Accounting and Finance
 - Administration
 - Educational Management
 - Employment Relations
 - Internal Auditing
 - Marketing

- Operations Management
- Public Sector Management
- Masters Degrees
- Master of Business (by coursework) in
 - Accounting
 - Accounting and Finance
 - Employment Relations
 - Finance
 - Marketing
 - Public Sector Management
 - Taxation

Master of Business Administration (MBA)

Master of Business (by thesis)

Master of Business (Management)

- Doctor of Philosophy
- Continuing Management Education Programme
 - Short Extension Courses

The Faculty of Business has established the 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 microcomputers (IBM compatible). Each computer is equipped with a 20 megabyte hard disk and a 5 inch floppy drive.
- A number of commercial software packages and several in-house programmes which are loaded onto each computer 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.

RESEARCH PROGRAMME

PhD

The University of Technology, Sydney offers a Doctor of Philosophy (PhD). Supervision of candidates is undertaken by appropriate academic staff from within the faculty.

For further information contact the Graduate Studies Office on 20930 ext. 9691.

Master of Business (By Thesis)

The Faculty offers a limited number of places each year to suitably qualified students to follow a programme of study leading to the award of Master of Business (MBus), available on a full-time or part-time basis, 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 inter-disciplinary 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 programme, applicants shall:

- possess a Bachelor of Business Degree of the University of Technology, Sydney or possess an equivalent qualification, and
- satisfy the Faculty that they possess the qualities which will enable them to perform at a high level in graduate research work.

Each applicant is required, prior to admission, to submit a thesis topic for acceptance in the programme. In general, proposed topics will be raised in the first instance with the programme co-ordinator. The co-ordinator 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

Students accepted into the degree programme are required to complete:

- 23740 Seminars in Research Methodology
- 23741 Research Seminars

Research Seminars commence in the second stage of the programme and continue until the programme has been completed.

In certain cases, students may be required to undertake supplementary subjects as a part of their preparation.

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 Business and Public Administration.

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.

Course Programme

- 26700 Master of Business - Full time
- 26701 Master of Business - Part time

GRADUATE PROGRAMME

Bachelor of Business (Hons)

The Faculty offers an honours course with subject areas that correspond with the current Bachelor of Business Majors.

The common core comprises four subjects, 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 minimum duration of the BBus (Hons) course is one year (two semesters) full time and two years (four semesters) part time.

Details on admission requirements are available from the Faculty of Business.

Master of Business Administration

The Master of Business Administration (MBA) programme is aimed specifically at mid-career managers able to attend only on part-time basis outside business hours. The course provides a Public Sector Management option and the opportunity to pursue in greater depth, in the fourth year, one of a number of specialty strands in areas relevant to career interests.

Admission Requirements

To be eligible for admission to the programme an applicant shall:

- possess 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 sixteen subjects, taken at the normal rate of two subjects per semester. Applicants who are specifically qualified in the relevant discipline may be granted advanced standing. Enquiries should be made to the Faculty of Business Office: 20930 ext. 9962.

Candidates also have the option of undertaking a Reading subject in the field of their specialty strand. They should seek approval from the Director of the MBA programme for this subject.

Course Programme

(Each subject involves 3 hours attendance per week for one semester, unless otherwise stated.)

SEMESTER I

- 23703 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	
22729	Legal Environment of Business
21719	Organisational Behaviour
SEMESTER 5	
22727	Information for Management Decisions
21720	Employment Relations
SEMESTER 6	
23704	Government - Business Relations
One Subject from Specialty Strand	
SEMESTER 7	
Two subjects from Specialty Strand	
SEMESTER 8	
21721	Business Policy
	Integrating Business Project
SPECIALTY STRANDS for the final year are outlined below.	
<i>Corporate Accounting</i>	
Two of the following:	
22751	Corporate Accounting Issues
22733	Companies and Securities Law
22730	E.D.P. Control and Audit
PLUS	
22743	Financial Statement Analysis and Financial Modelling
22790	Business Project - Corporate Accounting
<i>Banking</i>	
25741	Capital Markets
25751	Commercial Banking and Finance
25752	Banking and Lending Practice
25791	Business Project - Banking
<i>Employment Relations</i>	
21702	Industrial Relations
21724	Human Resource Management
22731	Industrial Law
21790	Business Project - Employment Relations
<i>Finance</i>	
25741	Capital Markets
25721	Investment Management
25744	Current Issues in Finance
25790	Business Project - Finance
Note: Other combinations of Finance subjects may be chosen.	
<i>International Business</i>	
Three of the following subjects (plus the project):	
25731	International Financial Management
24738	International Marketing Management
21717	International Management
22742	International Business Law

26790 Business Project - International Business	
<i>Management</i>	
21722	Management 1
21723	Management 2
21730	Managerial Skills Workshop
21791	Business Project - Management
<i>Marketing</i>	
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
<i>Operations Management</i>	
21741	Operations Management
21748	Business Project - Operations Management
and two of the following:	
21743	Productivity and Quality Management
21742	Quantitative Management
21747	Operations Management Policy
21746	Ergonomics
AND	
21744	Production Planning and Control, or
21745	Service Operations Management
<i>Specialised Strand</i>	
There is scope for students to develop their own specialty strand from subjects offered in the graduate programme, after discussion with the appropriate academic staff, and with the approval of the Director of the MBA.	
<i>The Project</i>	
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.	
MBA Public Sector Management Option	
SEMESTER 1	
21711	Political and Institutional Environment
21728	Public Sector Management
SEMESTER 2	
21731	Public Sector Finance and Accounting
21729	Public Personnel Management
SEMESTER 3	
21710	Quantitative Methods
22732	Law for Administrators
SEMESTER 4	
21718	Organisation Analysis and Design
22727	Information for Management Decisions
SEMESTER 5	
23703	Economics for Management
24734	Managerial Marketing
SEMESTER 6	
23704	Government - Business Relations
21719	Organisational Behaviour

SEMESTER 7	
21730	Managerial Skills Workshop
25742	Financial Management
SEMESTER 8	
21714	Public Policy
21792	Business Project - Public Sector Management
Students accepted for transfer to this option from the Graduate Diploma in Public Sector Management will receive advanced standing in eight subjects. For the sequence of subjects for this transfer arrangement, students should contact the co-ordinator of the Graduate Diploma in Public Sector Management.	
EXEMPTIONS, AND EXEMPTION WITH CREDIT BY SUBSTITUTION	
Exemption	
Master of Business Administration students may be given exemption from up to 8 subjects, depending on previous qualifications:	
<i>Highest Qualification</i>	<i>Exemptions</i>
Bachelor of Business (UTS)	up to 4 subjects
Bachelor of Commerce	up to 4 subjects
Bachelor of Economics	up to 4 subjects
Graduate Diplomas	up to 8 subjects
Exemption with Credit by Substitution	
Students who are granted exemption with credit by substitution are required to select suitable substitute subjects from other Graduate courses within the University.	
Exemption with credit by substitution may be granted in all Graduate Diploma courses and the Master of Business Administration.	
Criteria Used to Assess Eligibility for Exemptions/Exemption With Credit by Substitution	
(i) Level at which the equivalent subject was passed.	
(ii) Duration and hourly commitment per week.	
(iii) Institution where subject was undertaken.	
(iv) Subject matter and assessment procedures.	
(v) Year in which subject successfully completed.	
<i>It is unlikely that exemption would be given where the equivalent subject was completed more than five years ago. Consideration may be given if the applicant can demonstrate knowledge of current developments in that area.</i>	
Application forms for exemptions are available from the Faculty of Business Office, Markets Campus. Please submit this application with your application for admission to the programme.	
Master of Business (by Coursework)	
This programme will be introduced in 1990.	
It represents a major innovation to the Faculty's graduate courses. It allows the Faculty to provide substantial specialist courses that are designed for practitioners in functional areas of management. The programme complements the Faculty's MBA, which is a generalist degree for managers.	

The Faculty cannot guarantee that it will offer in 1990 each of the specialisations described. Inquiries about this programme can be made by phoning Val Carey, Graduate Courses Officer on 218 9962.	
The planned Master of Business programme comprises seven specialisations. Two of these differ slightly from the other five in terms of their structure and admission requirements. Because these two are related to each other they are described first.	
Master of Business (Accounting) and Master of Business (Taxation)	
These specialisations are designed to satisfy the Professional Practice Modules of the Institute of Chartered Accountants as part of their academic requirements. They comprise nine subjects, three of which satisfy the requirements of the Institute.	
Admission Requirements	
(a) 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	
(b) satisfy the entry requirements set by The Institute of Chartered Accountants in Australia for their Professional Year.	
Course Structure	
Accounting Specialisation	
Semester 1	
22718	Advanced Taxation
22705	Management Planning and Control
Semester 2	
22751	Corporate Accounting Issues
22730	EDP Control and Audit
Semesters 3 and 4	
	Accounting Module
	Taxation Module
	Audit Module
	Applied Research Skills
Semester 5	
	Accounting Project
Taxation Specialisation	
Semester 1	
22718	Advanced Taxation
	Indirect Taxation
Semester 2	
	Contemporary Issues in Taxation
	International Taxation
Semesters 3 and 4	
	Accounting Module
	Taxation Module
	Audit Module
	Applied Research Skills

Semester 5
Taxation Project

Master of Business (Accounting and Finance)
This specialisation is offered jointly by the School of Accounting and the School of Finance and Economics.

Admission Requirements

- (a) A degree from a recognised University or College of Advanced Education; and
(b) at least two years relevant experience.
- (As an alternative to 1 above):
(a) 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
(b) at least two years relevant work experience.

Course Structure
(for candidates holding a cognate degree)

Semester 1
22733 Companies and Securities Law
25741 Capital Markets

Semester 2
22726 Accounting and Financial Administration
OR
22751 Corporate Accounting Issues
25742 Financial Management

Semester 3*
25721 Investment Management
22743 Financial Statement Analysis and Financial Modelling
22705 Management Planning and Control

Semester 4
22760 Applied Research Method plus One elective**
OR
Two electives**

Semester 5
22793 Accounting & Finance Project (6 hours)
OR
Two electives**

* Students elect to take two of the three subjects offered.
** Students who want to take the Accounting Project must take Applied Research Methods. Electives are to be taken from the graduate subjects offered by the Schools of Accounting and Finance and Economics.

Note: Students who gain admission under category 1 but who do not hold a cognate degree must take the following preliminary subjects:

22726 Accounting and Financial Administration
25761 Introduction to Finance

Students who are admitted under category 2 above are eligible for up to 4 exemptions.

Master of Business (Employment Relations)

Admission Requirements

- A cognate degree from a recognised University plus two years of relevant work experience; or
- Possession of the Graduate Diploma in Employment Relations at the credit level (or better) plus two years of relevant work experience.

In the former case, up to four exemptions may be granted from the 12 required subjects, which are listed below:

Semester 1
21720 Employment Relations
22731 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 (Employment Relations). These are:

Autumn Semester:
21751 Management Research Methods
..... ELECTIVE

Spring Semester
21750 Advanced Theory in Employment Relations
21760 Employment Conditions

Students who expect to complete the requirements for the Graduate Diploma in Employment Relations in 1989 at a credit average, may apply to transfer to the Master of Business (Employment Relations). They will be required to undertake the subjects listed above in Semester 5 and Semester 6 of the Masters degree course.

Master of Business (Finance)

Admission Requirements

A recognised degree plus, at least, two years of relevant work experience. Holders of a good cognate degree will be given up to four exemptions. Usually, these would be the first four subjects. A limited number of non graduates, who have substantial work experience, may be admitted.

provided they have successfully completed the **Graduate Certificate in Financial Studies**. Students currently undertaking a relevant Graduate Diploma may transfer to this course provided they have attained a credit average.

Course Structure

Semester 1
23703 Economics for Management
22726 Accounting and Financial Administration

Semester 2
25705 Decision and Forecasting Systems
25761 Introduction to Finance

Semester 3
25741 Capital Markets
25742 Financial Management

Semester 4
25731 International Financial Management
25721 Investment Management

Semester 5
25762 Synthetic Financial Products
..... ELECTIVE

Semester 6
..... ELECTIVE
..... ELECTIVE

Electives

25743 Corporate Financial Analysis
25751 Commercial Banking and Finance
25752 Banking and Lending Practice
25763 Corporate Treasury Management
25744 Current Issues in Finance
25790 Business Project - Finance

Master of Business (Marketing)

The Graduate Diploma in Marketing (GDM) course provides the base entry to the Master of Business (Marketing) Course. Essentially, the Master of Business (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. The subject structure of the GDM is:

Semester 1
24702 Marketing Theory and Practice
22740 Accounting for Marketing

Semester 2
24710 Buyer Behaviour
..... Elective

Semester 3
24720 Marketing Research
..... Elective

Semester 4
24730 Advanced Marketing Management
..... Elective

24712 Multinational Marketing
24713 Sales Management
24731 Advertising Management

22741 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 Marketing Decision Analysis, and Business Project-Marketing.

Admission to the Master of Business (Marketing) is confined to those students who hold (or have completed the requirements for) the Graduate Diploma in Marketing with Credit.

Master of Business (Public Sector Management)

This specialisation may be undertaken by holders of one of the following Graduate Diplomas:

- Public Sector Management
- The Health Strand within the foregoing course, or
- Education Management

GRADUATE DIPLOMA COURSES

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 comprises 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 & Audit and 22705 Management Planning & 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 Commercial Banking and Finance and 25752 Banking and Lending Practice. Those who do so may qualify for Senior Associate status with the Australian Institute of Bankers (AIB).

The programme shown hereunder 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 is only to be taken by those selecting finance subjects and must not be taken by students who have undertaken an accounting major in undergraduate studies. The overall study programme 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 practical aspects of business and a substantial amount of independent reading.

Course Programme

SEMESTER 1

22733 Companies and Securities Law
22708 Management Information Systems

SEMESTER 2

25742 Financial Management
22751 Corporate Accounting Issues, *or*
22726 Accounting and Financial Administration**

SEMESTER 3*

22705 Management Planning and Control
25721 Investment Management
22743 Financial Statement Analysis and Financial Modelling
25751 Commercial Banking and Finance

SEMESTER 4*

22730 E.D.P. Control and Audit
25741 Capital Markets
25744 Current Issues in Finance
25752 Banking and Lending Practice

*Students elect to take two of the four subjects offered.

**Students who have completed accounting subjects in their undergraduate studies.

Students enrolled in the Graduate Diploma in Accounting and Finance are assumed to have adequate knowledge to preclude the necessity of doing the prerequisites for 25742.

Admission Requirements

Subject to the availability of places, admission to the course will be open to applicants who:

- are graduates, including diplomates of a University or College of Advanced Education, and who have majored in accounting; or
- possess an equivalent qualification; or

- submit such other 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; and
- a minimum of two years relevant experience in industry, commerce or government at an appropriate level.

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. It should have particular appeal for holders of non-business degrees, such as graduates in engineering, science, law, architecture, arts and computing.

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;
- obtain an understanding of the environment in which firms operate.

Admission Requirements

The basis of eligibility for admission to the programme is as follows:

- possession of an undergraduate degree from a recognised University or College or Advanced Education; or other evidence of general and professional qualifications as will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies; and
- a minimum of two years experience in industry, commerce or government.

Course Structure

The programme 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 per semester, where each subject involves the equivalent of three hours class attendance per week.

Course Programme

(All subjects involve three hours attendance per week.)

SEMESTER 1

23703 Economics for Management
21710 Quantitative Methods

SEMESTER 2

22726 Accounting and Financial Administration
21718 Organisation Analysis and Design

SEMESTER 3

24701 Contemporary Marketing Management
22727 Information for Management Decisions

SEMESTER 4

21715 Strategic Management
22729 Legal Environment of Business

Graduate Diploma in Educational Management

The course has been designed to meet the needs of individuals working in the post-secondary sector of education, especially those pursuing a career path in management. It has particular relevance to those working in Technical and Further Education and in adult education within the public sector.

Course Objectives

The course aims to assist students to develop concepts of corporate management in an environment in which partisan politics and bureaucratic rigidities often impede rational decision making and responsiveness to local needs. Students are encouraged to develop the ability to develop management strategies appropriate to their organisational role and responsibilities; analyse and interpret environmental pressures; analyse and evaluate the effectiveness, efficiency, equity and impact of educational programs; anticipate changes to policies in post-secondary education; examine constraints and opportunities in relation to human resource management in the public sector; explain the basis of resource allocation; gain competence in communication strategies relevant to educational management; develop a holistic approach to managing in a public sector organisation.

Admission Requirements

This course is not intended to provide an extension of in-depth knowledge gained in an undergraduate course, but will nevertheless be taught substantially at graduate level.

Those entering the course may be pursuing management careers in either the teaching/academic stream or the administrative/support stream. The basis for admission is as follows:

Teaching/Academic Staff

- at least a first degree in relevant teaching field, plus recognised teaching qualification (DipEd or BEd)
OR
- possession of superior technical qualifications in a teaching field, permitting promotion to senior management, plus BEd (In special cases, those holding the DipTech award may be considered if they can demonstrate alternative equivalent educational qualifications)
AND
Work experience in the post-secondary education sector, preferably at supervisory or managerial level.

Administrative/Support Staff

- a first degree
OR
- undergraduate awards plus additional evidence of short course completion

AND

At least five years work experience in the post-secondary education sector at least at middle management level.

Course Structure*

SEMESTER 1

21733 Environment of Post-Secondary Education
21728 Public Sector Management

SEMESTER 2

21734 Vocational Programme Evaluation
21735 Resources Management in Post-Secondary Education

SEMESTER 3

21736 Communication for Educational Managers
21729 Public Personnel Management

SEMESTER 4

21730 Managerial Skills Workshop
21737 Project (Educational Management), *or*
21714 Public Policy

*The classes actually available in particular semesters will be subject to student demand.

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 Personnel Management and Industrial Relations in business, the public sector, government or trade unions.

Course Objectives

The main objective is to provide an opportunity for such people to study, in-depth and at a professional level, those factors contributing to the complexity of decision-making in Australian Personnel Management and Industrial Relations and as a result of this study to improve the quality of their own skills, problem solving and decision making and 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

Admission to the course is open to applicants who:

- possess a Bachelors Degree from the University of Technology, Sydney; or
- possess an equivalent qualification; or
- submit such other 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 addition to the above formal qualifications, to qualify for admission to the programme, 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;
- (b) they are gaining experience in Employment Relations that will subsequently equip them to hold a responsible senior position; or
- (c) 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 students' ability to cope with the content of the course, benefit from it and make use of it in Australian business or government organisations.

Each student's study programme is made up of formal lectures, seminars, project and field work. 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 Programme

(All subjects equivalent to three hours attendance per week.)

SEMESTER 1

- 21720 Employment Relations
- 22731 Industrial Law

SEMESTER 2

- 21719 Organisational Behaviour
- Option*

SEMESTER 3

- 21724 Human Resource Management
- 21725 Organisational Change and Adaptation

SEMESTER 4

- 21702 Industrial Relations
- 21760 Employment Conditions

*Option

Students will be free to choose one of the following subjects:

- 22711 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 co-ordinator.

Graduate Diploma in Internal Auditing

This course has been designed for auditors who are already working in the discipline and who seek to raise their level

of knowledge and expertise in line with the latest developments in the field.

Structure and Scope of the Course

The course reflects the diversification of the internal audit function away from detailed verification procedures to a broader role in the process of management control, including behavioural, quantitative and data processing skills as well as the more traditional accounting and auditing skills. Therefore, electives have been specified in the areas of finance, government and management.

Students undertake a common first year, which includes two Internal Auditing subjects. The second year of the course comprises two Internal Auditing subjects plus two subjects chosen from the student's specialty strand.

SEMESTER 1

- 22734 Internal Audit Theory
- 22708 Management Information Systems

SEMESTER 2

- 22730 E.D.P. Control and Audit
- 22745 Quantitative Methods for Auditors

SEMESTER 3

- 22735 Internal Audit Practice
- Specialty strand subject

SEMESTER 4

- 22736 Internal Audit Project
- Specialty strand subject

Specialty strands are available in Finance, Government and Operations Management areas. An EDP strand is also planned.

Admission Requirements

The basis for eligibility for admission to the program is as follows:

- (a) possession of an undergraduate degree from a recognised University or College of Advanced Education; or
- (b) other evidence of general and professional qualifications as will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies, and
- (c) relevant work experience.

The Institute of Internal Auditors in Australia is actively promoting tertiary courses of this kind and the Graduate Diploma in Internal Auditing is accredited as leading to an associate membership designation (AIIA, Associate of the Institute of Internal Auditors).

Graduate Diploma in Marketing

The objectives of the course are:

- (a) to provide an understanding of marketing, marketing management, and marketing functions;
- (b) to develop skills in identifying marketing management problems;

- (c) to foster skills in developing and analysing alternative marketing strategies for solving marketing management problems;
- (d) to develop skills in generating, evaluating, and utilising relevant information for use in solving marketing management problems.

Structure and Scope of the Course

Each student's study programme is made up of formal lectures, case studies, projects and field work. Because of the small numbers of students in each class, emphasis through the course is placed on collaborative effort of students and staff. 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 course is to achieve a sound balance of theory and practice. Consequently the course includes 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 has some flexibility and the individual course programme caters 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 are required to participate in projects set by individual subject co-ordinators. These do not extend beyond one semester and are aimed at integrating subject matter, particularly in the final semester subject.

SEMESTER 1

- 24702 Marketing Theory and Practice
- 22740 Accounting for Marketing

SEMESTER 2

- 24710 Buyer Behaviour
- Elective

SEMESTER 3

- 24720 Marketing Research
- Elective

SEMESTER 4

- 24730 Advanced Marketing Management
- Elective

Elective Subjects

- 24731 Advertising Management
- 22741 Marketing Legislation in Australia
- 24712 Multinational Marketing
- 24742 New Product Management
- 24713 Sales Management

Admission Requirements

Subject to the availability of places, admission to the course will be open to applicants who:

- (a) are graduates, including diplomates, of a University or College of Advanced Education; or
- (b) possess an equivalent qualification; or
- (c) submit such other 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 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 will be available to applicants who have gained extensive business experience and have held a position of responsibility but who have no formal tertiary education.

Graduate Diploma in Operations Management

This course is directed at two levels, firstly the operations manager (or potential operations manager) who recognises the need for training in the management of operations, and secondly, other functional managers, including those in general management, who seek to improve their managerial effectiveness by developing some knowledge of operations management.

Admission Requirements

Subject to the availability of places, admission to the course will be open to applicants who:

- (a) are graduates, including diplomates of a University or College of Advanced Education; or
- (b) possess an equivalent qualification; or
- (c) submit such other 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; and
- (d) have substantial relevant experience in business or the public sector.

A limited number of places will be available to applicants who have gained extensive business experience and have held a position of responsibility but who have no formal tertiary education.

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
- or

- 21745 Service Operations Management

SEMESTER 4

- 21747 Operations Management Policy
- Elective

Elective Subjects

- 21748 Business Project - Operations Management

Graduate Diploma in Public Sector Management

The course has been designed for the specific needs of students desiring to operate more effectively at management levels in the public sector. Its aim is to provide students of graduate (or equivalent) status working in the public sector with the opportunity to study the environment, role and skills of contemporary management in the Commonwealth and NSW public sectors in both ministerial departments and statutory authorities.

The core subjects include sectorally relevant environmental and applied subjects. Opportunity is also provided for one elective subject where students may select studies of greatest career relevance from a range of functions (e.g. economics, finance, employment relations), in approved subjects. Students should discuss elective subjects with academic staff before completing enrolments in these.

Students wishing to transfer with exemptions to the MBA (Public Sector Management Option) should seek advice from the course co-ordinator, particularly in relation to elective subjects.

Course Objectives

Generally, the course objective is to develop in the student a professional approach to managing in a political environment. This will involve not only the development of skills such as critical analysis, written and oral communication and time management, but also sensitivity to the opinions of political parties, ministers, and pressure groups, optimum use of limited resources, personal integrity and ethical issues and development of a sense of priorities or balance between efficiency, economy and equity.

Admission Requirements

The basis of eligibility for admission to the program is as follows:

- (a) possession of an undergraduate degree from a recognised University or College of Advanced Education; or other evidence of general and professional qualifications as will satisfy the Faculty Board in Business that the applicant possesses the educational preparation and capacity to pursue graduate studies; and
- (b) a minimum of two years relevant work experience.

Individuals occupying responsible positions in the public sector, but who do not have formal qualifications of the type outlined above, but who may benefit from formal study in the area of management, may also be considered. In such cases, the Selection Committee may propose a course of study to be undertaken as a prerequisite for admission to the course.

Course Structure

The programme is undertaken on a part-time basis over a two year period. Students take a maximum of eight

subjects at the rate of two per semester with each subject involving three hours class attendance per week.

SEMESTER 1

- 21711 Political and Institutional Environment
- 21728 Public Sector Management

SEMESTER 2

- 21731 Public Sector Finance and Accounting
- 21729 Public Personnel Management

SEMESTER 3

- 22732 Law for Administrators
- Elective*

SEMESTER 4

- 21714 Public Policy
- 21718 Organisation Analysis and Design*

*These subjects may be alternated for the mid-year intake group.

Electives may be chosen from approved subjects.

Graduate Diploma in Public Sector Management (Health)

The course has been designed to meet the special needs of those working in the field of public health who are following a career path in management. Specialist health management subjects are provided within the overall framework of the Graduate Diploma in Public Sector Management. The objectives of the programme are to develop in students the ability to understand and respond to environmental changes; analyse the elements of public policy formulation; analyse the range of revenue sources available to governments; understand the government accounts; increase skills in interpersonal relations; assess the effect of recent trends and reforms in health care management; analyse the complexities of employment relations in the health care sector; develop a holistic approach to health sector management.

Admission Requirements

Entry requirements are normally a first degree, together with at least five years relevant public sector work experience (with supervisory/managerial experience given an added weighting). Applicants from the nursing profession without a degree but who hold recognised higher nursing and/or tertiary qualifications and have extensive work experience at a senior managerial level may apply to be considered as having equivalent graduate status for admission purposes.

Applicants may come from a broad range of professional backgrounds, but are expected to have at least a sound working knowledge of the Australian health system. Prospective candidates will be interviewed and given a short test to assess analytical and writing skills.

Course Structure

The structure adds three specialist health management subjects to the basic structure of the Graduate Diploma in Public Sector Management, as follows:

SEMESTER 1

- 21738 Health Management Political and Legal Environment
- 21728 Public Sector Management

SEMESTER 2

- 21729 Public Personnel Management
- 21739 Resources Management in Health

SEMESTER 3

- 21740 Health Management Information Systems
- 21730 Managerial Skills Workshop

SEMESTER 4

- 21718 Organisation Analysis & Design
- 21714 Public Policy

GRADUATE CERTIFICATE COURSES

Courses in Financial Studies and Banking are offered by the School of Finance and Economics. Full details can be obtained by contacting Rowan Trayler.

CONTINUING MANAGEMENT EDUCATION PROGRAMME

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, extension 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 Continuing Education Directorate, though some are conducted through the University's affiliated research and development company, Insearch Ltd.

Courses offered in 1988 and 1989 were:

- . Accounting and Profit Control for Non-financial Executives
- . Auditing
- . Advanced Lotus
- . Advanced Income Tax
- . Advertising Management
- . Advocacy Skills
- . Banking and Lending Practice
- . Commercial Banking and Finance
- . Commercial Law 1 & 2
- . Company Law
- . Computers for Lawyers
- . Corporate Reporting - Conceptual and Professional Issues
- . DBase III+
- . Ergonomics (Extensive)
- . Ergonomics Fundamentals
- . Finance for Non-Financial Executives
- . Financial Accounting 2 & 3
- . Financial Management
- . Fundamental Techniques of Total Quality Control
- . Graduate Conversion Course in Accounting
- . HSC Economics
- . Immigration Policies and Law

- . Insurance Contracts
- . Introduction to DBase III
- . Introduction to DOS
- . Introduction to Lotus
- . Introduction to Microcomputers
- . Life Insurance Practice
- . Life Insurance Laws
- . Lotus 1-2-3
- . Management Accounting 1
- . Management Accounting 2
- . Management Accounting 3
- . Management Information for Life Insurance Companies
- . Managerial Skills
- . Marketing Practice
- . Reinsurance
- . Risk Management
- . Spreadsheets for Financial Planning
- . Superannuation and Retirement Planning
- . Taxation 1
- . Taxation 2
- . Theory of General Insurance

UNDERGRADUATE PROGRAMME

Bachelor of Business

The undergraduate degree programme leads to the award of Bachelor of Business (BBus). Students have a choice of following one of five major areas of study: Accounting, Business Administration, Employment Relations, Finance and Economics or Marketing. These major areas of study provide the specialisation in the Bachelor of Business programme which is broadened by common introductory subjects and common capstone subjects. Each student is required to select a Major when first enrolling in the course. However, a student may change during the course. Students in the course may use their elective subjects to complete one of the Faculty's Sub-Majors (detailed below) for further specialisation or to widen their fields of studies.

In addition to satisfying the general requirements for admission to the University of Technology, Sydney, applicants should possess qualifications equivalent to HSC two Units of English and two Units of Mathematics. Applicants for the course who are relying for admission on qualifications gained in countries where English is not the spoken language are advised to contact the UTS Student Information Office or Admissions Branch for clarification on the possible need to take a test for proficiency in the English language. This test will be administered by the Institute of Languages at the University of New South Wales, and the fee for the test is payable by the student.

The Bachelor of Business course may be completed on either a full-time or a part-time attendance pattern, or a combination of these. On a full-time basis, a student may complete the degree programme in a minimum of three years. Part-time attendance allows a student to complete the degree in a period of six years, attending over twelve semesters. The part-time pattern involves

attendance in two evening classes and one daytime class. Most subjects are taught for three hours per week per semester. *Attendance in a daytime class is compulsory* and may not be substituted by an evening class. Students may change their attendance pattern with approval from the Faculty.

Course Programme

Major Specialisations

Students must select one of these Majors at the time of initial enrolments in the course:

Accounting Major

STAGE 1

- 21101 Organisational Psychology
- 21105 Introduction to Business
- 22101 Financial Accounting 1
- 22160 Commercial Law 1
- 22220 Business Information Systems 1
- 23105 Microeconomics

For students undertaking the Computing Science sub-major, Information Systems 1 (31611) is taken in place of Business Information Systems 1

STAGE 2

- 21241 Business Statistics
- 22261 Commercial Law 2
- 23204 Macroeconomics
- 24201 Principles of Marketing
- 22202 Financial Accounting 2
- 23310 Microeconomic Policy

STAGE 3

- 22362 Company Law
- 22319 Financial Accounting 3
- 25301 Financial Management
- 22308 Management Accounting 1
- 22565 Business Information Systems 2
- One Elective Subject

STAGE 4

- 21406 Management Skills
- 22401 Auditing
- 22405 Financial Accounting 4
- 22463 Taxation 1
- 25401 Financial Management and Policy
- One Elective Subject

STAGE 5

- 22408 Management Accounting 2 (6 hours)
- 22564 Taxation 2
- Two Elective Subjects

STAGE 6

- 21697 Business Policy and Simulation (6 hours)
- 22601 Controllorship
- 22608 Corporate Reporting: Professional and Conceptual Issues (6 hours)

Business Administration Major

STAGE 1

- 21101 Organisational Psychology

21105 Introduction to Business

22101 Financial Accounting 1

22160 Commercial Law 1

23105 Microeconomics

STAGE 2

- 21241 Business Statistics
- 21361 Government A
- 21421 Australian Industrial Relations
- 22220 Business Information Systems 1
- 23204 Macroeconomics
- 24201 Principles of Marketing

For students undertaking the Computing Science sub-major, Information Systems 1 (31611) is taken in place of Business Information Systems 1.

STAGE 3

- 21343 Quantitative Management
- 21422 Personnel Management
- 22361 Company Law - Administration
- 23310 Microeconomic Policy*
- 25301 Financial Management
- One Elective Subject

*Students electing to take the sub-major in Employment Relations may substitute Labour Economics (23403) for this subject.

STAGE 4

- 21447 Operations Management
- 25401 Financial Management and Policy
- 21402 Organisation Analysis
- 21406 Management Skills
- 22306 Managerial Cost Accounting
- One Elective Subject

STAGE 5

- 21526 Human Resource Management Issues
- 21591 International Management
- 22565 Business Information Systems 2
- 24301 Marketing Management
- Two Elective Subjects

STAGE 6

- 21696 Contemporary Issues in Management
- 21697 Business Policy and Simulation (6 hours)
- Two Elective Subjects

Employment Relations Major

STAGE 1

- 21101 Organisational Psychology
- 21105 Introduction to Business
- 22101 Financial Accounting 1
- 22160 Commercial Law 1
- 23105 Microeconomics

STAGE 2

- 21241 Business Statistics
- 21421 Australian Industrial Relations
- 21422 Personnel Management
- 22220 Business Information Systems 1
- 23204 Macroeconomics
- 24201 Principles of Marketing

For students undertaking the Computing Science sub-major, Information Systems 1 (31611) is taken in place of Business Information Systems 1.

STAGE 3

- 21304 Government and Employment Relations
- 21305 Industrial Relations Patterns and Practices
- 21406 Management Skills
- 21423 Behavioural Science Research Methods
- 22468 Labour Law
- 23403 Labour Economics

STAGE 4

- 21402 Organisation Analysis
- 21420 Industrial Relations Skills
- 21425 Industrial Psychology
- 22306 Managerial Cost Accounting
- Two Elective Subjects

STAGE 5

- 21427 Psychology of Communication
- 21526 Human Resource Management Issues
- 21527 Personnel Management Skills
- 22565 Business Information Systems 2
- Two Elective Subjects

STAGE 6

- 21696 Contemporary Issues in Management
- 21697 Business Policy and Simulation. (6 hours)
- Two Elective Subjects

Finance and Economics Major

STAGE 1

- 21101 Organisational Psychology
- 21105 Introduction to Business
- 22101 Financial Accounting 1
- 22160 Commercial Law 1
- 23105 Microeconomics

STAGE 2

- 21241 Business Statistics
- 23204 Macroeconomics
- 24201 Principles of Marketing
- 22202 Financial Accounting 2
- 22261 Commercial Law 2
- 22220 Business Information Systems 1

For students undertaking the Computing Science sub-major, Information Systems 1 (31611) is taken in place of Business Information Systems 1.

STAGE 3

- 23412 Business Forecasting
- 23310 Microeconomic Policy
- 23308 Macroeconomic Policy
- 25301 Financial Management
- 25302 Decision Support Systems for Finance and Economics
- 22306 Managerial Cost Accounting

STAGE 4

- 25401 Financial Management and Policy
- 23402 Industry Economics

23406 International Economics

22362 Company Law

25541 Financial Institutions and Markets

..... One Elective Subject

STAGE 5

- 21406 Management Skills
- 25505 Securities Market Regulation
- 25521 Investment Analysis and Portfolio Management
- 25531 International Finance
- Two Elective Subjects

STAGE 6

- 25510 Current Issues in Finance
- 23602 Current Issues in Business Economics
- 21697 Business Policy and Simulation (6 hours)
- One Elective Subject

Marketing Major

- 21101 Organisational Psychology
- 21105 Introduction to Business
- 22101 Financial Accounting 1
- 22160 Commercial Law 1
- 23105 Microeconomics
- 24201 Principles of Marketing

STAGE 2

- 21241 Business Statistics
- 22220 Business Information Systems 1
- 23204 Macroeconomics
- 24302 Consumer Behaviour
- 25301 Financial Management
- 23310 Microeconomic Policy

† For students undertaking the Computing Science sub-major, Information Systems 1 (31611) is taken in place of Business Information Systems 1.

STAGE 3

- 21406 Management Skills
- 22306 Managerial Cost Accounting
- 24305 Quantitative Analysis in Marketing
- 24405 Retailing Management
- 24410 Industrial Marketing
- One Elective Subject

STAGE 4

- 24403 Fundamentals of Marketing Research
- 24404 Sales Administration
- 24407 International Marketing
- 24411 Advertising Management
- Two Elective Subjects

STAGE 5

- 22565 Business Information Systems 2
- 24503 Applied Marketing Research
- 24506 Marketing Strategy
- 24512 Marketing Decision Models
- One Elective Subject

STAGE 6

- 24601 Contemporary Issues in Marketing Management
- 21697 Business Policy and Simulation (6 hours)
- Two Elective Subjects

Bachelor of Accounting

The School of Accounting offers a Co-operative Education programme in Accounting. Full details are available from Arie Sietsma, Director of Co-operative Education, School of Accounting, telephone (02) 218 9781.

DOUBLE DEGREE IN BUSINESS AND COMPUTING SCIENCES

Students initially enrol in the normal 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 Applied Science (Computing Science). On admittance, the student is granted advanced standing for the Computing Science sub-major, and part of the Business is used in lieu of the requirement for external electives in the BAppSc (Comp Sc).

JOINT DEGREE IN BUSINESS AND LAW

Subject to final approval, a joint degree in Business and Law is proposed for introduction in 1990. The business component of the proposed degree allows students a choice between specialisations in Accounting, Business Administration, Employment Relations or Finance and Economics. The course will be of five years duration, undertaken on a full-time basis although the Law component requires attendance at evening classes. Graduates of the joint degree programme will possess the specialised knowledge which is required to serve the needs of the legal professional as well as relevant business professions. Admission will be based on performance in the Higher School Certificate.

BACHELOR OF BUSINESS SUB-MAJORS

Whilst most of the subjects in the Bachelor of Business course are specified compulsory subjects directed towards giving a full understanding of the chosen area of study, the programme also contains a number of unspecified "elective" subjects.

Students may use elective subjects to study individual topics of particular interest or to select one of the Faculty's sub-majors. Sub-majors are special groups of defined subjects designed to give greater depth of knowledge in particular areas of study. Recognition of the sub-major will be made on the student's academic transcript.

Sub-majors are *not* mandatory. Students not wishing to take a sub-major may select their elective subjects from any school, provided that no more than 50% of allowable electives are at the introductory level.

Most of the sub-majors are also available to students from other faculties, provided prerequisites are met to the satisfaction of the Faculty of Business.

The structure of each sub-major is given below. Prerequisite subject numbers are indicated in brackets.

●Advertising Management

(Co-ordinator: Dr F.L. Winter)
This sub-major provides a specialisation in advertising with a managerial emphasis. The sub-major is available only to Bachelor of Business and Bachelor of Applied Science (Computing Science) students although students from other faculties may take individual advertising subjects as electives. Subjects in the sub-major are intended to provide advanced skills and preparation for product managers, advertising managers and advertising agency account executives. An applied project in advertising completes the course.

- 24302 Consumer Behaviour (24201)
- 24411 Advertising Management (24201)
- 24510 Advertising Research Methods (21241, 24411)
- 24604 Advertising Project (24510)

Plus two* of the following electives from the Faculty of Humanities and Social Sciences:

- 59330 Advertising Practice
- 59331 Advertising Copywriting (Print)
- 59332 Advertising Copywriting (TV, Radio, Film)
- 59333 Advertising Strategies: Visual

* or relevant substitute subjects approved by the co-ordinator

For Computing Science Students
As above with the addition of 24201 Principles of Marketing to the compulsory subjects and requirement of only ONE of the Humanities and Social Sciences electives. The Advertising Project is then modified to include computing science skills. Prior approval from the Co-ordinator is required.

●Applied Psychology (Co-ordinator: J. Crawford)

This sub-major provides the opportunity to deepen understanding of behavioural factors and to improve research skills. Students have the opportunity to design and carry out their own studies, initially in groups and finally (in the Project subject) individually, with guidance from a staff member. The sub-major is available to any student of the University.

- 21101 Organisational Psychology
- 21423 Behavioural Science Research Methods*

Plus any three of the following subjects:

- 21424 Cognitive Processes (21101)
- 21425 Industrial Psychology (21101)
- 21426 Personality and Development (21101)
- 21427 Psychology of Communication (21101)

And, in the final stage
21624 Applied Psychology Project (21101, 21423)

*24403 Fundamentals of Marketing Research may be substituted.

** 21624 Applied Psychology Project is compulsory and is taken in the final stage.

●Banking (Co-ordinator: R. Trayler)

- 25301 Financial Management (core) (22101, 23105, 21241)
- 25401 Financial Management and Policy (core) (25301)
- 25412 Commercial Banking and Finance (25301)
- 25601 Banking and Lending Practice (25412)
- 24513 Marketing of Financial Services (24201)
- 25513 Issues in Banking (25412)

●**Banking and Finance** (Co-ordinator: R. Trayler)
For students wishing to specialise in the banking sector and/or currently employed in the banking sector.

- 25301 Financial Management (22101, 23105, 21241) (core)
- 25401 Financial Management and Policy (25301) (core)
- 25412 Commercial Banking and Finance (25301)
- 25601 Banking and Lending Practice (25412)

Plus two of the following subjects:

- 24513 Marketing of Financial Services
- 25513 Issues in Banking (25412)
- 25541 Financial Institutions and Markets
- 25521 Investment Analysis and Portfolio Management (25401)

●Business Economics (Co-ordinator: Dr L. Perry)

- 23310 Microeconomic Policy (core) (23204, 23105)
- 23412 Business Forecasting (core) (21241, 23105, 23204)
- 23311 Commodity Economics (23105)
- 23414 Real Estate Investment Decisions (23105, 23204)
- 24403 Fundamentals of Marketing Research (24305)
- 23403 Theory and Application of Labour Economics (23105, 23204)

●Business Information Systems (Co-ordinator: L. Mojsza)

- This sub-major provides for further practical application of computers as a business decision-making tool.
- 22220 Business Information Systems 1
 - 22565 Business Information Systems 2 (22220)
 - 22568 Business Systems Implementation (22220, 22565)
 - 22607 Information Systems Management (22220, 22565, 22568)
 - 25501 Financial Planning Models (25401) or
 - 21503 Organisational Information (22220)
 - 22606 Information Systems Project (22220, 22565, 22568)

●Business Law (Co-ordinator: Dr K. Cutbush-Sabine)

The purpose of the sub-major is to enable students to gain recognition for the completion of groups of subjects in areas in which there has been tremendous legislative activity. This is achieved by offering a group of subjects within the field of Business Law. It also develops a better understanding of the intricate legal developments which

are of direct consequence to the planning of current and future business strategy.

Under existing faculty rules concerning electives, two compulsory subjects from any Major may be counted towards the sub-major together with an additional four electives.

For all students there are six subjects required for the Sub-major, which may be chosen from the following:

- 22261 Commercial Law 2 (Marketing & Business Administration students only 22160)
- 22262 Marketing and Consumer Protection (22160, 24201)
- 22362 Company Law (22261) or
- 22361 Company Law Administration (22160)
- 22365 Administrative Law 1 (22160)
- 22366 Administrative Law 2 (22160)
- 22367 Property Law 3 (22160)
- 22460 Insurance Contracts (22160, 22261)
- 22461 Life Insurance Law (22160, 22261)
- 22665 Property Law 2 (22160)
- 22466 Trade Law (22160, 22362)
- 22467 The Law of Trusts (22160, 22261, 22362, or 22361)
- 22468 Labour Law
- 22510 Advanced Companies and Securities Law
- 22564 Taxation 2 (22362, 22463)
- 22612 Corporate Control and Power
- 22660 Property Law 1
- 22661 Advanced Labour Law
- 22663 Advanced Income Tax
- 22664 Indirect Taxes

●Computing Science (Co-ordinator: P. Bebbington)

This sub-major is offered by the School of Computing Sciences for Business students only, and is intended to develop analysis and database skills with options in design, programming, tools, auditing and office automation.

For students electing the Computing Science sub-major (and only those students), Information Systems 31611 must be taken in place of Business Information Systems 1 (22220), and Systems Analysis (31621) must be taken in place of Business Information Systems 2 (22565).

- Students in the sub-major will gain credit for 18 semester hours. The first 11 semester hours are compulsory.
- 31611 Information Systems (4 hours)
 - 31621 Systems Analysis (3 hours)
 - 31631 Database (4 hours)

The remaining seven semester hours credit may be made up from combinations of the following subjects:

- 31641 Systems Design (4 hours) or
- 31041 Systems Design (3 hours)
- 31902 Auditing the Computer (3 hours)
- 31853 Office Automation (3 hours)
- 31648 Business Tools and Applications (5 hours) or
- 31048 Business Tools and Applications (3 hours)
- 31622 Commercial Programming Development (5 hours)

31614 Programming Principles (7 hours)
31658 Project Management (4.5 hours) or
31058 Project Management (3 hours)

● **Economics** (Co-ordinator: Dr L. Perry)
Because of the operations of the economy are of fundamental importance to the success of business firms the Economics sub-major is an ideal complement for each of the majors within the Business degree. In the case of Computing Science students, for whom the sub-major would also be of benefit, both 23310 Microeconomic Policy and 23308 Macroeconomic Policy form part of the optional component of the sub-major.

Compulsory Subjects
23204 Macroeconomics (23105) (core)
23310 Microeconomic Policy * (23105, 23204) (core)

● **In the Employment Relations and Public Administration Majors** an alternative economics subject is compulsory.

Plus at least **four** of the following subjects:
23308 Macroeconomic Policy (23105, 23204, 21241)
23412 Business Forecasting (21241, 23105, 232204)
23311 Commodity Economics (23105)
23401 Comparative Economic Systems (23105, 23204)
23406 International Economics (23105, 23204)
23402 Industry Economics (23105)
23403 Theory and Application of Labour Economics (23105, 23204)
23414 Real Estate Investment Decisions (23105, 23204)

● **Employment Relations** (Co-ordinator: R.W. Connor)
This sub-major gives an overview of Personnel Management and Industrial Relations in modern organisations. The skills and knowledge imparted will prove useful to anyone who plans to work in business or government. All managers share responsibility for human resource use and development and will benefit from training in Employment Relations. The Accountant, the Marketing Manager, the Computer Specialist - all must achieve productivity through people and all will require up-to-date knowledge of what employers should be doing in areas such as Equal Employment Opportunity, staff selection, grievance procedures, compensation, award restructuring, training and development and negotiating with unions.

The sub-major is made up as follows:
(i) **For Accounting, Finance & Economics and Marketing Majors within the BBus**
21105 Introduction to Business
21101 Organisational Psychology
21422 Personnel Management (21105)
21421 Australian Industrial Relations

Plus any **two** of
21527 Personnel Management Skills (21406)
21420 Industrial Relations Skills (21421)
21526 Human Resource Management Issues (21422)
21305 Industrial Relations Patterns and Practices
22468 Labour Law

21304 Government and Employment Relations

(ii) **For Business Administration Majors**
21422 Personnel Management (21105)
21421 Australian Industrial Relations

Plus any **four** of
21527 Personnel Management Skills (21406)
21420 Industrial Relations Skills (21421)
21305 Industrial Relations Patterns and Practices
21304 Government and Employment Relations
22468 Labour Law

(iii) **For Computing Science students**
21105 Introduction to Business
21101 Organisational Psychology
21422 Personnel Management (21105)
21421 Australian Industrial Relations

Plus any **two** of
21406 Management Skills
21527 Personnel Management Skills (21406)
21420 Industrial Relations Skills (21421)
21526 Human Resource Management Issues (21422)
21305 Industrial Relations Patterns and Practices
22468 Labour Law
21304 Government and Employment Relations

● **Finance** (Co-ordinator: W. Bui)
The Finance sub-major is designed to meet the particular career requirements of students who wish to assume roles as general financial decision-makers, e.g. corporate planners, merchant bankers, financial analysts.
25301 Financial Management (22101, 23105, 21241)
25401 Financial Management and Policy (25301)
25541 Financial Institutions and Markets
25521 Investment Analysis and Portfolio Management (25401)

Plus **two** of the following subjects:
23412 Business Forecasting (21241, 23105, 23204)
25501 Financial Planning Models (25401)
25531 International Finance (25401)
25510 Current Issues in Finance (25401)
25505 Securities Market Regulation (25541)

● **Insurance** (Co-ordinator: A. Simos)
Students undertaking the insurance sub-major can either specialise in general insurance or life insurance.

The **General Insurance Specialisation**
25301 Financial Management (22101, 23105, 21241)
25541 Financial Institutions and Markets
22460 Insurance Contracts (22160, 22261)
25403 Theory of General Insurance (21241)
25552 Reinsurance (25403)
25553 Risk Management (25403)

The **Life Insurance Specialisation**
25301 Financial Management (22101, 23105, 21241)
25541 Financial Institutions and Markets
22461 Life Insurance Law (22160, 22261)
22514 Management Information for Life Insurance Companies (31224 or 22220)

25404 Life Insurance Practice (21241)
25554 Superannuation and Retirement Planning (25301, 25541)

● **International Marketing** (Co-ordinator: Dr N. Barrett)
In an increasingly competitive global environment the need for an international orientation by managers of organisations is recognised as being critical for growth and survival. Employment opportunities for graduates in the International Marketing area are increasing. The sub-major in International Marketing provides the opportunity for students to study in depth a group of subjects in the International Marketing area. The subject International Marketing Country Study includes a study tour to one or more countries. This sub-major is available to all students enrolled in the Bachelor of Business programme, and to students from other faculties provided they satisfy the prerequisites. Bachelor of Business graduates who have completed this sub-major will become eligible to apply for membership of the Australian Institute of Export subject to fulfilling certain requirements as specified by the Institute of Export and the School of Marketing.

Alternative 1. For students not electing to do 24518 International Marketing Country Study the following programme applies:
24201 Principles of Marketing
24407 International Marketing
21591 International Management
23406 International Economics
24517 Contemporary Issues in International Marketing
24518 International Marketing Country Study (extends over Stages 5 and 6)

and **one** of the following subjects:
21591 International Management
23406 International Economics

● **Organisation and Management** (Co-ordinator: N. Barnwell)
This sub-major enables students to study the management process in greater depth. Additional exposure to behavioural and organisational studies is provided. Material covered in this sub-major will give students a greater insight into the nature and management of organisations, and will greatly improve understanding of management. It is available to all students EXCEPT those doing the Business Administration major of the BBus course.

The sub-major consists of the following:
(i) **For Accounting, Finance & Economics and Marketing Majors**
21101 Organisational Psychology
21406 Management Skills (21101)
21402 Organisation Analysis (21105)
21601 Organisation and Management Project

Plus any **two** of the following:
21343 Quantitative Management (21241)
21421 Australian Industrial Relations

21422 Personnel Management (21105)
21696 Contemporary Issues in Management
21361 Government A
21447 Operations Management
21591 International Management

(ii) **For Employment Relations Majors**
21406 Management Skills (21101)
21402 Organisation Analysis (21105)
21601 Organisation and Management Project

Plus any **three** of the following:
21343 Quantitative Management (21241)
21361 Government A
21447 Operations Management
21591 International Management

(iii) **For Computing Science students**
21105 Introduction to Business
21101 Organisational Psychology
21406 Management Skills (21101)
21402 Organisation Analysis (21105)
21601 Organisation and Management Project

● **Public Sector Management** (Co-ordinator: R. Van Munster)
The Public Administration sub-major may be taken by students in any concentration but is likely to be of particular interest to those students already employed in or contemplating a career in the public sector. The sub-major combines a study of Australian government and politics with an examination of public sector management practices, problems, issues and case studies in public policy.

The sub-major consists of the following:
(i) **For Accounting, Finance & Economics, and Marketing Majors**
21105 Introduction to Business
21406 Management Skills (21101)
21361 Government A
21565 Public Sector Management A

Plus any **two** of the following:
21304 Government and Employment Relations
21570 Public Sector Management B
21670 Public Administration Project (21565, 21570)
21692 Public Policy

(ii) **For Business Administration Majors**
21304 Government and Employment Relations
21361 Government A
21406 Management Skills (21101)

Plus any **two** of the following:
21570 Public Sector Management B
21670 Public Administration Project (21565, 21570)
21692 Public Policy

(iii) **For Employment Relations Majors**
21304 Government and Employment Relations
21361 Government A
21406 Management Skills (21101)
21565 Public Sector Management A

Plus any two of the following:
 21570 Public Sector Management B
 21670 Public Administration Project (21565, 21570)
 21692 Public Policy

(iv) For Computing Science students

31816 Information Systems 2
 21361 Government A
 21406 Management Skills (21101)
 21565 Public Sector Management A

Plus any two of the following:

21304 Government and Employment Relations
 21570 Public Sector Management B
 21670 Public Administration Project (21565, 21570)
 21692 Public Policy

● **Small Business Accounting** (Co-ordinator: M. Scheuler)

A significant proportion of business graduates will find employment in or act as advisors to small business.

The primary objective of the subjects in the sub-major is to provide students with the opportunity to focus their students on the accounting needs and requirements of small business in Australia.

● The sub-major consists of six subjects, which must include the following four subjects:

25301 Financial Management
 22308 Management Accounting 1 (22220, 22202, 21241) or
 22306 Managerial Cost Accounting (22101)
 22566 Accounting for Small Business 2 (22566)

● Plus two of the following subjects:

22515 Computer Based Accounting (22220, 22202)
 22309 Accounting for Overseas Transactions (22202)
 22368 Commercial Contracts (22160, 22261)
 22664 Indirect Taxes (22463, 22564)

● **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 exemptions if subjects previously studied are deemed by the Faculty to be equivalent to those specified for their course.

● Students who have completed the following 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 the exemptions listed in Table 1. Entitlement is based on equivalent subjects being passed at level "B" or above.

● *Students commencing their Bachelor of Business Degree in 1990 must have completed their TAFE Award in 1986 or later (i.e. graduated during 1987, within three years of commencing at the University).

Table 1

TAFE AWARD

Associate Diploma

- Accounting

- Hospitality Management

Please note: A number of non-specified electives may be granted as exemptions for students who have completed Associate Diploma awards.

Advanced Certificate

- Advertising

- Banking and Finance

- Commerce

- Freight Management

- Industrial Relations

- Management

BBUS SUBJECTS

Financial Accounting 1
 Financial Accounting 2
 Commercial Law 1
 Commercial Law 2
 Organisational Psychology

Financial Accounting 1
 Commercial Law 1
 Organisational Psychology
 Australian Industrial Relations
 Principles of Marketing

Financial Accounting 1
 Principles of Marketing
 Consumer Behaviour
 Advertising Practice
 Advertising Copywriting (Print) or
 Advertising Copywriting (TV, Radio, Film)

Financial Accounting 1
 Commercial Law 1
 Australian Industrial Relations
 Banking and Lending Practice

Financial Accounting 1
 Introduction to Business
 Organisational Psychology
 Financial Accounting 2
 Commercial Law 1
 Commercial Law 2

Principles of Marketing

Introduction to Business
 Organisational Psychology
 Australian Industrial Relations
 Industrial Relations Skills
 Industrial Relations Patterns and Practices
 Personnel Management
 Management Skills

Introduction to Business
 Principles of Marketing
 Personnel Management
 Organisation Analysis

Table 1 (Continued)

TAFE AWARD

- Marketing

- Personnel Management

- Public Relations

- Retail Management

- Safety Management

- Training & Development

Certificate

- Accounting

- Insurance (General)

BBUS SUBJECTS

Financial Accounting 1
 Principles of Marketing
 Consumer Behaviour
 Advertising Practice
 Publicity Practice

Introduction to Business
 Organisational Psychology
 Australian Industrial Relations
 Personnel Management
 Personnel Management Skills
 Management Skills

Principles of Marketing
 Consumer Behaviour

As for Public Relations

Introduction to Business
 Organisational Psychology
 Australian Industrial Relations
 Personnel Management
 Management Skills

Introduction to Business
 Organisational Psychology
 Australian Industrial Relations
 Personnel Management
 Management Skills

Financial Accounting 1
 Financial Accounting 2
 Commercial Law 1
 Commercial Law 2
 Organisational Psychology

Financial Accounting 1

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 yellow "Application for Subject Exemption" form (available from the UTS Information Service, telephone 20930) 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 yellow form.
- (iii) Send the form and relevant documents to the Administrative Assistant
 Faculty of Business
 UTS
 P.O. Box 123
 BROADWAY NSW 2007

Please note that information on exemptions requested cannot be released until offers have been finalised in early February.

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*. A list showing most of these is given on the following pages for reference.

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 O.S.U. subjects denoted by alpha-numeric code.	Equivalent Subject Previously Offered
21101: Organisational Psychology	29035: General Psychology - PSY201 and 29037: General Psychology - PS202	21115: Administrative Behaviour 51101: Administrative Psychology 51405: Administrative Psychology 21242: Administrative Psychology 21142: Administrative Psychology
21105: Information to Business		21112: Management of Organisations
21241: Business Statistics	29041: Quantitative Business Methods - BA235	21141: Business Statistics 21120: Quantitative Methods 33185: Statistics 63185: Statistics
21305: Industrial Relations Patterns and Practices		21303: Industrial Relations Disputation
21343: Quantitative Management	Introduction to Management Science - BA338 and Applications of Management Science - BA436 or BA434 and BA435 Management Science	
21361: Government A		21361: Australian Government Organisation 21361: Government Organisation in Australia
21402: Organisation Analysis	29001: Management Processes - BA302 or Organisation Design and Control - BA460	21402: Organisation Theory 21111: Organisation Theory
21420: Industrial Relations Skills		21404: Industrial Relations Methods
21421: Australian Industrial Relations		21421: Industrial Relations
21422: Personnel Management	29015: Personnel Management - BA467 and 29073: Personnel Management - BA468	21521: Personnel Management 1 21422: Personnel Management 1 21106: Personnel Management and Industrial Relations
21447: Operations Management	29023: Fundamentals of Operations Management - BA311	
21462: Fundamentals of Public Administration		21203: Public Administration 21562: Public Administration 1
21565: Public Sector Management A		21565: Public Administration 2

Current Subject	Current Equivalent Subject	Equivalent Subject Previously Offered
21570: Public Sector Management B	21727: Public Sector Employment Relations	
21591: International Management	International Environment and Management - BA486	
21601: Organisation & Management Project		21601: Applied Organisation Analysis
21670: Public Administration Project	21792: MBA Project - Public Sector Management	
21692: Public Policy		21120: Government Policy Seminar 2 21694: Government Policy Seminar 21205: Government Policy Seminars 21692: Administrative Policy - Public Administration 21119: Government Policy Seminar 1
21696: Contemporary Issues in Management		21109: Business Policy Seminars 21118: Business Policy Seminar 2 21592: New Horizons in Business
21697: Business Policy and Simulation		21691: Business Policy and 21693: Managerial Simulation (Business)
21727: Public Sector Employment Relations	21570 Public Sector Management B	
21731: Public Sector Finance & Accounting		23705: Public Sector Finance & Accounting
21792: Business Project - Public Sector Management	21670: Public Administration Project	
22101: Financial Accounting 1	31914: Financial Methods 1	22183: Financial Methods 1 22111: Financial Accounting 22112: Financial Accounting 1 22001: Principles of Accounting
22160: Commercial Law 1		9001B: Business Law 21112: Business Law 22211: Business Law A 21160: Commercial Law 1
22202: Financial Accounting 2		22113: Financial Accounting 3
22204: Government Accounting 1		22304: Government Accounting 1
22261: Commercial Law 2		22212: Business Law B 22214: Commercial Law 2

Current Subject	Current Equivalent Subject	Equivalent Subject Previously Offered
22262: Marketing & Consumer Protection	22741: Marketing Legislation in Australia	
22308: Management Accounting 1	29000: Managerial Accounting - BA212	22303: Cost Accounting 22305: Cost Accounting 22121: Management Accounting 1 22305: Management Accounting A
22306: Managerial Cost Accounting	22308: Management Accounting 1 31915: Financial Methods 2	22184: Financial Methods 2 22305: Management Accounting A
22361: Company Law Administration 22362: Company Law	22362: Company Law	22221: Company Law & Procedures
22365: Administrative Law 1	22732: Law for Administrators	22465: Administrative Law 22222: Administrative Law 22365: Administrative Law
22366: Administrative Law 2		22366: Legal Regulation of the Economy
22367: Property Law 3		22367: Intellectual Property Law
22401: Auditing	29047: Auditing 1 - BA427	22506: Auditing 1 22401: Auditing 1 22143: Auditing & Internal Control 1
22405: Financial Accounting 4		22301 Financial Accounting 3
22408: Management Accounting 2	29060: Cost Accounting 1 - BA421 and Cost Accounting 2 - BA422	22406: Management Accounting B and 22501: Management Accounting C
22463: Taxation 1		22231: Taxation 22232: Taxation 1
22466: Trade Law		22466: Trade Practices Law
22468: Labour Law		22468: Labour Law 1
22510: Advanced Companies and Securities Law		22150: Company Law 2
22512: Advanced Auditing Techniques	22730: EDP Control & Audit	
22564: Taxation 2		22231: Taxation 22233: Taxation 2
22565: Business Information Systems 2	31525: Systems Analysis Management Information Systems	31124: Systems Analysis 31125: Systems Analysis 22565: Information Systems

Current Subject	Current Equivalent Subject	Equivalent Subject Previously Offered
22601: Controllership		22155: Controllership 22508: Controllership
22608: Corporate Reporting: Professional and Conceptual Issues		22508: Issues in Corporate Reporting and 22613: Corporate Reporting and Auditing
22610: Termination & Executorship Accounting		22610: Termination Accounting 22610: Termination Accounting & Executorship
22612: Corporate Control & Power		22612: The Corporation & Modern Society
22660: Property Law 1		22600: Commercial Law 3
22661: Advanced Labour Law		22661: Labour Law 2
22663: Advanced Income Tax		22363: Taxation 3 22663: Taxation 3
22730: E.D.P. Control & Audit	22512: Advanced Auditing Techniques	22730: Auditing & E.D.P.
22732: Law for Administrators	22365: Administrative Law 1	
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	
23105: Microeconomics	29042: Microeconomic Theory - EC457 and Principles of Economics - EC213	23207: Microeconomics 23207: Microeconomic Theory 23102: Economics 2
23204: Macroeconomics	Principles of Economics - EC214 and Macroeconomic Theory & Policy - EC475	23106: Macroeconomics 23101: Economics 1
23308: Macroeconomic Policy	29064: Macroeconomic Theory & Policy - EC475 and EC476	23308: Advanced Macroeconomics 23103: Economics 3
23310: Microeconomic Policy		21114: Economics4 23104: Economics 4 23309: Advanced Microeconomics 23104: Economics 4

Current Subject	Current Equivalent Subject	Equivalent Subject Previously Offered
23401: Comparative Economic Systems	29022: Comparative Economics Systems - ED450 and ED451	
23402: Industry Economics	29077: Industrial Organisation - EC461	
23403: Theory & Application of Labor Economics	29045: Labour Economics — EC427 and Labour Problems - EC425	
23406: International Economics	29078: International Economics EC440 and EC441	
23412: Business Forecasting	Introduction to Econometric Methods - EC383 and Econometrics - EC483	23408: Advanced Topics in Applied Economics
23414: Real Estate Investment Decisions		23414: Urban Economics 23409: Urban & Regional Economics 23414: The Economics of Urban Real Estate Management
24201: Principles of Marketing	29074: Marketing - BA312	21107: Principles of Marketing 24301: Principles of Marketing
24302: Consumer Behaviour	29067: Consumer Behaviour - BA476	
24303: Distribution Channels	24732: Distribution Channels	
24403: Fundamentals of Marketing Research	29071: Marketing Research - BA478	24403: Marketing Research
24404: Sales Administration	29025: Sales Management - BA475	
24407: International Marketing	29026: International Marketing - BA484	24507: International Marketing
24411: Advertising Management	Management of Marketing Communications - BA473	24508: Advertising Mangement 24508: Promotional Management 24406: Promotional Mangement
24506: Marketing Strategy	29020: Marketing Policy - BA472	24506: Marketing Management
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
24732: Distribution Channels	24303: Distribution Channels	

Current Subject	Current Equivalent Subject	Equivalent Subject Previously Offered
25301: Financial Management	29027: Finance - BA313 and 20931: Financial Management - BA447	21102: Finance 1 21105: Finance 2 22141: Financial Management 25141: Financial Management 1
25401: Financial Management & Policy		22141: Financial Management 25142: Financial Management 2
25505: Securities Market Regulation		25450: Securities Market Regulation
25521: Investment Analysis & Portfolio Management	29072: Securities Analysis & Portfolio Management - BA443	
25531: International Finance	29048: International Financial Management - BA485	
25741: Capital Markets		25741: Australian Money & Capital Markets

SYNOPSIS

21101 ORGANISATIONAL PSYCHOLOGY

This subject gives a broad introduction to psychological theories of individual and group behaviour and their application in work situations. Topics include: introduction to the methods of the behavioural sciences, mental abilities and personality, career decisions, stress, learning and motivation, interpersonal and organisational communication, group structure and processes, leadership, attitude change.

21105 INTRODUCTION TO BUSINESS

Introduction to Business, as the name implies, gives a broad introduction to the changing nature of Australian business and the environments in which it operates. It examines the roles and functions of management within organisations and the responses expected of management as it responds to changes in the external and internal environments of Australian business.

21139 BUSINESS ORGANISATION

This subject examines the various types of private sector business in Australia: studies the manner in which these businesses are managed; and develops decision-making, problem-solving and planning skills.

Topics: private and public sector organisations; the role of the manager; planning; problem solving; decision-making; organising; managing people; the employment relationship; financial and economic aspects of business; the firm and its policies; shareholders, employees, customers, society.

21241 BUSINESS STATISTICS

Students will gain an appreciation of the power and utility of the statistical method as a practical management tool in this course, and are introduced to a number of commonly used statistical techniques.

Topics: descriptive statistics; time series analysis; index numbers; probability laws; probability distributions; confidence intervals; hypothesis testing; chi-square tests; simple linear regressions; correlation analysis.

21304 GOVERNMENT AND EMPLOYMENT RELATIONS

This subject considers the involvement of governments in the employment relations area from a holistic, macro point of view. The political processes which lead to the development of public policies and legislation relevant to employment relations are analysed, and the roles of Commonwealth and New South Wales public agencies are identified.

21305 INDUSTRIAL RELATIONS PATTERNS AND PRACTICES

This subject examines the nature, causes and manifestations of industrial conflict and the procedures employed to deal with conflict in Australia and selected

overseas countries. Students will learn about the heterogeneous nature of industrial relations and be able to critically analyse and evaluate the impact of different practices upon industrial relations outcomes.

21343 QUANTITATIVE MANAGEMENT

Prerequisite: 21241 Business Statistics

The emphasis in the course is on the practical value of operations research and management science techniques in assisting decision making in a business context.

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

21361 GOVERNMENT A

This subject involves a study of the scope, role and structure of government in Australia. The functions, powers and responsibilities of the three levels of government - federal, state and local - are analysed and the relationships between them examined. The institutions involved in the performance of the legislative, executive and administrative functions are examined and mechanisms of administrative review are assessed. The subject also serves as an introduction to the interrelationships between business and government in Australia.

21370 GOVERNMENT B

Government B involves an examination of Australian political processes, in particular the relationships and interaction between the formal institutions of government and the electorate, the parties, and pressure groups. The policies, priorities and performance of federal and state governments are critically analysed. An understanding of the way in which governments respond to and resolve current problems and pressures is obtained by an examination of contemporary political issues. Together with Government A this subject provides an understanding of both the institutions of Australian government and the way in which the political system works in practice.

21402 ORGANISATION ANALYSIS

Prerequisite: 21105 Introduction to Business

The objective of this subject is to introduce students to the basic structural forms of business organisations, and the influences which act upon the structural forms.

Topics: basic structural forms of business; influence of technology; environment strategy and size of structure; power and politics in organisations, organisation culture, organisational forms of the future.

21406 MANAGEMENT SKILLS

Prerequisite: 21101 Organisational Psychology

This subject aims to develop the interpersonal, communication and planning skills needed by the modern manager or professional. Skills to be developed include: time management, oral presentations, persuasive communication, non-verbal communication, listening, questioning, problem-solving and related interview skills.

assertiveness, negotiation, meeting participation and management, and decision making.

21420 INDUSTRIAL RELATIONS SKILLS

Prerequisite: 21421 Australian Industrial Relations

This subject develops students skills in industrial relations. Students will learn about and develop skills in the various methods available in the Australian context for handling industrial relations and conflict. They will have an appreciation of the industrial relations planning process including the role of having appropriate procedures in place, including grievance procedures. Students will learn how to prepare for a negotiation and enter into negotiations. They will be able to prepare and present an advocacy.

21421 AUSTRALIAN INDUSTRIAL RELATIONS

This subject examines the theoretical approaches to the study of industrial relations so as to develop an understanding of the organisation and operation of the Australian system(s) of industrial relations. It considers the history of Australian industrial relations and the development of the trade union movement and employer organisations and the relationship between the two. The roles of government and the various industrial tribunals are also overviewed.

21422 PERSONNEL MANAGEMENT

Prerequisite: 21105 Introduction to Business

The aim of this subject is to develop a conceptual framework for understanding employment relations and develop skills in the areas of recruitment, appraisal and salary administration.

Topics: Australia's system of employment relations; the personnel functions; regulation of the employment relationship; job analysis and design; recruitment; selection; appraisal; salary and wage administration; training and development; termination of employment; management of the personnel function.

21423 BEHAVIOURAL SCIENCE RESEARCH METHODS

Completion of this subject will enable students to choose appropriate research designs and methods; gain practical experience in the use of some of the techniques; and to critically evaluate the research of others.

Topics: experimental and quasi-experimental research designs. Survey methods, including sampling, questionnaire construction and data analysis. Qualitative methods, such as group discussion and in-depth interviews.

21424 COGNITIVE PROCESSES

Prerequisite: 21101 Organisational Psychology

This subject looks at theories and research findings in human cognition, and gives students experience in the conduct of experimental research

Topics: perceptual processes, memory, language, problem solving, cognitive development, individual differences, decision making.

21425 INDUSTRIAL PSYCHOLOGY

Prerequisite: 21101 Organisational Psychology

This subject intends to provide students with an understanding of the requirements and conditions of work, the characteristics of individuals in the workforce, and the processes of matching individuals and jobs. Skills will be developed in the areas of test evaluation and use, and interviewing. The focus throughout will be upon the use of psychological theory and research to measure, predict, and improve work performance and job satisfaction.

Topics: attitudes toward work, job analysis, design and evaluation, assessing job candidates, assessing and improving job performance, working conditions, and health and safety.

21426 PERSONALITY AND DEVELOPMENT

Prerequisite: 21101 Organisational Psychology

This subject discusses the individual differences which are important in work situations, and examines early influence on the individual and change through the life cycle.

Topics: theories and approaches to the study of personality, temperament, situational factors, assessment of personality, early development, adolescent and adult development, aging and retirement.

21427 PSYCHOLOGY OF COMMUNICATION

Prerequisite: 21101 Organisational Psychology

This subject examines the social and psychological aspects of communication in a broad range of situations.

Topics: conversing face to face, group interaction, organisational communication, mediated communication such as electronic mail and teleconferencing, and mass media.

21446 ERGONOMICS

This subject introduces students to principles, practical techniques, and applications of ergonomics as they affect the design of workplaces, equipment, and work methods, in service and manufacturing environments.

Topics: the physical, physiological and psychological needs and limitations of people; environmental factors and their influences on people and their work effectiveness; work organisation factors.

21447 OPERATIONS MANAGEMENT

This subject provides a grounding in the workings of existing operations and a comprehensive understanding of systems as a foundation for discussions of various techniques and strategies for improving operations.

Process Design: process selection, choice of technology, process flow analysis, manufacturing facility layout vs. customer-oriented layout, service operations management.

Planning, scheduling and controlling production: capacity planning - size and location of facilities, service systems and scheduling personnel, project planning and scheduling, process control (monitoring production schedules, JIT and Kanban flows, CPM).

● **Materials Management:** nature and scope of materials systems, procurement (purchase, receipt, inspection and storage of raw materials), inventory replenishment policies (inventory control, materials requirement planning), issues in logistics, warehousing.

Workforce Management: human resources in operations management; workforce direction and motivation
● **Methods improvement,** time study and time standards, job design and quality of work life; labour relations.

Quality Planning and Control: maintaining system reliability, control and quality and inspection methods (including statistical quality control), Japanese quality circles, the maintenance function.

● **21462 FUNDAMENTALS OF PUBLIC ADMINISTRATION**

Prerequisite: 21361 Government A

Beginning with a study of the historical and theoretical foundations of public administration, this subject examines the role and responsibilities of public administrators in relation to Parliament, ministers, and the public.
● **Relationships** between departments and authorities and control institutions such as Public Service Boards, Treasuries, Auditors-General and Parliamentary Public Accounts committees are also examined. The organisational arrangements of public administration in Australia are studied with particular reference to the theory and practice of the ministerial department and the statutory corporation. New and emerging developments in public administration are discussed.

21503 ORGANISATIONAL INFORMATION

Prerequisite: 22220 Business Information Systems I

The objectives of this course are to increase the students understanding of 1) the role of information within modern organisations, 2) the technologies currently available for information delivery and information sharing, and 3) the behavioural and organisational factors that determine whether the information is used effectively.

21524 INTERVIEWING SKILLS

Prerequisite: 21422 Personnel Management

Available in 1989 and 1990 only.

● This subject is designed to increase student knowledge of the various roles interviewing and counselling have in work settings and to develop student competence in the planning, conduct and evaluation of the interviewing process. The use of interviews in the areas of selection, staff appraisal, discipline, grievances and career counselling are the major topics.

● **21525 HUMAN RESOURCE DEVELOPMENT**

Prerequisite: 21422 Personnel Management

Available in 1989 and 1990 only.

On completion of this subject students will be able to explain the principles and approaches involved in human resource planning and in facilitating career development, and will be able to design, implement and evaluate staff development and training programmes.

Topics: human resource development; human resource planning; career development; needs analysis; setting objectives; selecting strategies, methods and media; program evaluation.

21526 HUMAN RESOURCE MANAGEMENT ISSUES

Prerequisite: 21422 Personnel Management

This subject builds upon the operational and management levels of Human Resource Management (HRM) and extends the students, perspective to the level of strategy and policy. Case studies and field visits mean that the subject is practically oriented. Students will be asked to examine HRM policy and strategy in a number of related areas including HRM planning and comparative and multi-national HRM. A theme running throughout the subject as a whole will be the question of establishing the effectiveness of the HRM function. Students will also have the opportunity to select, for intensive study, several developing trends in the field.

21527 PERSONNEL MANAGEMENT SKILLS

Prerequisite: 21406 Management Skills

This subject seeks to further develop some of the interpersonal and communication skills introduced in the prerequisite subject 21406 Management Skills. The subject is experience-based and concentrates on skills in the areas of career counselling, staff appraisal, discipline and grievance interviewing, and the design, implementation and evaluation of training and staff development activities and programmes.

21547 OPERATIONS MANAGEMENT POLICY

Prerequisite: 21447 Operations Management

This subject concentrates on long-term structural decisions in operations, including the consideration of major changes to the production process which would require advance planning for implementation. It focuses on the broad issue of operations strategy and organisation, including the use of operations as a competitive weapon. This is a case-oriented course which draws on both manufacturing and service company experiences to examine operating policies for the following: Capacity changes (NPV, economies of scale, economies of scope). Technology change — sources of technological change (product and process innovation, learning curve). Evaluating and implementing new technology (CAD/CAM, automation, robotics). Change in the span of process undertaken, or dealing with opportunities for vertical integration.

21565 PUBLIC SECTOR MANAGEMENT A

Prerequisite: 21462 Fundamentals of Public Administration

This subject builds on the knowledge obtained in Fundamentals of Public Administration but with increased emphasis on the practical aspects of public administration. Students examine the distinctive features of management in government and the tasks and problems facing public sector managers with special reference to organisation, recruitment and staffing. Recent developments such as

accountable management and efficiency audit, and the impact of public service inquiries on current thinking about the management role of the public servant are also studied. Cases, examples and problems drawn from Australian and relevant overseas experience are examined. Formal lectures and tutorials are supplemented by discussions led by visiting senior administrators.

21570 PUBLIC SECTOR MANAGEMENT B

This subject examines the development of the personnel management and industrial relations functions in the Australian public sector. While the emphasis is upon contemporary practices, a number of reports from past public inquiries into public sector organisations, both in Australia and overseas, are examined. Current and emerging issues are evaluated in terms of their political significance and likely impact upon efficiency and equity.

21591 INTERNATIONAL MANAGEMENT

This subject provides an integrated and overall view of the international business management field and focuses on the knowledge base and development of management skills necessary in handling the problems of multinational management. Topics covered include: patterns of international business, international economics, nation-state and international business, assessment of national environments (political, social, religious, cultural, legal, technological, etc.), organisations for multinational operations, and management of multinational human resources.

21594 INTRODUCTION TO PUBLIC POLICY

Prerequisite: 21462 Fundamentals of Public Administration

This subject aims to provide Public Administration students with a knowledge of the processes by which government policy decisions are formulated, determined and implemented.

Beginning with a review of models and theories of public policy-making, the subject moves on to an examination of the processes of policy analysis and development and the role of the bureaucracy in this area. Techniques and tools of policy analysis are considered and their uses and limitations analysed.

Recent case studies in Australian public policy are examined and analysed - these serve to further the students understanding of the realities of public policy-making in Australia.

21601 ORGANISATION AND MANAGEMENT PROJECT

This is a project subject supplemented by lectures and seminars on methods of investigation and analysis of organisations. The projects will involve either descriptive studies of organisational processes or the solving of practical organisational problems. The subject will allow students to investigate relevant topics from previous subjects.

21624 APPLIED PSYCHOLOGY PROJECT

Prerequisites: 21101 Organisational Psychology, 21423 Behavioural Science Research Methods, and appropriate intermediate-level psychology subjects.

This subject allows students to design, conduct and report their own research projects and to learn from the experiences of other project students.

Topics: research methodology, data analysis, report writing. Project topics are chosen by students, but are generally drawn from one of the elective subjects that the students have previously studied.

21670 PUBLIC ADMINISTRATION PROJECT

The purpose of this subject is to provide students with the opportunity to apply their knowledge, concepts and skills to contemporary issues and problems that challenge modern government. After a short preparatory period, individuals or groups select field study projects under the guidance of a School member and an individual within the government organisation under study. Students meet weekly to discuss their field projects; exchange ideas and suggestions; secure additional tools needed for field investigations, data gathering and analysis. Field study reports are presented orally to a special end-of-semester gathering of interested students, faculty members and public officials from the organisations being studied. A printed copy of the report is submitted to that public sector organisation.

21695 OPERATIONS MANAGEMENT PROJECT

Prerequisite: 21547 Operations Management Policy

The objectives of this subject are to provide students with an opportunity to integrate within a real-world operational context, the theoretical material and techniques that have been acquired in prerequisite subject areas; to enable experience in the formulation of an operational problem, the building of a model, data collection, processing and analysis, and the reporting of results and recommendations to the organisation involved; and finally, to practice the skills needed in the interaction with industrial or commercial personnel.

Students will work on specific real-world projects, either individually or in small groups, under the guidance and support of a member of staff. Seminar sessions, designed to provide students with specific knowledge in the area of model building, data collection, processing and analysis, as well as reporting of results, will also be held. It is envisaged that these seminar sessions will provide an opportunity for students to discuss problems and share their resources and will therefore represent a major source of their learning.

21696 CONTEMPORARY ISSUES IN MANAGEMENT

Anticipated and current management issues of importance are identified and discussed in seminar sessions. Senior

executive officers of appropriate organisations are invited to participate in these seminars.

Senior management students should be familiar with relevant and contemporary issues in the business/management area, and should be able to readily draw together theories and techniques presented in earlier classes, and to relate these to practice. The subject aims to facilitate the acquisition of such attributes. Principal emphasis is placed on issues in the Australian context.

Students are expected to make an original contribution and demonstrate responsibility by submitting a research paper on a significant current management issue.

21697 BUSINESS POLICY AND SIMULATION

Prerequisites: All subjects through Stage 5

Business Policy and Simulation is a Faculty capstone subject, which aims to integrate and consolidate much of the knowledge and skills acquired in diverse subject areas such as Marketing, Accounting, Finance and Organisational Theory. It emphasises strategic planning and decision making through the use of Case Analysis and participation in a Management Game. Students learn to appreciate the hierarchical nature of organisational objectives and the interrelationship between functional activities in both segments of this course.

21702 INDUSTRIAL RELATIONS

This subject provides 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

The objective of this subject is to introduce basic quantitative techniques to aid in business decision making. Case study applications and individual projects will form an important part of the learning process.

Topics: index numbers, decision analysis, sampling and estimation, hypothesis testing, analysis of variance, simple and multiple regression analysis, time series analysis and network analysis (CPM/PERT).

21711 POLITICAL AND INSTITUTIONAL ENVIRONMENT

Students in this course will develop an understanding of the topic in terms of, (1) Australian political, historical and legal context, (2) the structure and functions of government, (3) the nature, scope and special problems associated with public administration.

21714 PUBLIC POLICY

Prerequisites: 21711 Political & Institutional Environment, 21729 Public Personnel Management, 21728 Public Sector Management, 22731 Industrial Law

The aim of this subject is to develop an appreciation of the theories and models relevant to the analysis and making of public policy. Tools and techniques relevant to policy analysis and decision-making examined. Insight into nature of government policy and policy-making achieved by reference to case studies.

21715 STRATEGIC MANAGEMENT

Prerequisites: 23703 Economics for Management, 21710 Quantitative Methods, 22726 Accounting & Financial Administration, 24701 Contemporary Marketing Management, 22727 Information for Management Decisions

This is an integrating subject concerned with top management strategy for, and management of, change in economic and social environment of business. Case studies from real business situations are examined. A short but complex business game is undertaken.

21716 EMPLOYMENT RELATIONS PROJECT

Prerequisite: GDER, Semesters 1 - 3

Students should be able to develop and use research designs and methods that are appropriate to the field of employment relations after completing this subject.

Topics: research methods in employment relations; topic specification; data gathering methods; data analysis; preparation of reports.

21717 INTERNATIONAL MANAGEMENT

Prerequisites: All subjects in Semesters 1-7 inclusive.

Topics: 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

Topics: models for diagnosing organisations, measuring organisation effectiveness, foundations of organisation design, project and matrix structures, liaison devices and co-ordinating mechanisms, environment, technology, strategy and structure, designing for innovation, bureaucracy, power and organisation design, organisation growth and decline, organisation culture.

21719 ORGANISATIONAL BEHAVIOUR

Prerequisite: 21718 Organisation Analysis and Design

The eclectic field of organisational behaviour and its scope; individual differences at work - perceptions, attitudes, values and abilities; work motivation - theory and application; job design - principles, cases, related quality-of-work-life issues; stress in the modern organisation - its causes and management; the social psychology of organisations - groups, communications and interpersonal relationships; leadership in organisations - theoretical developments, the training and development of leaders; organisational conflict - interdepartmental and interpersonal, conflict resolution skills for managers; change in organisations - its nature and management; organisation development - an overview of the field.

21720 EMPLOYMENT RELATIONS

Prerequisite: 21719 Organisational Behaviour

This subject provides 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

Prerequisites: All subjects in Semesters 1- 5 inclusive.

Topics: the concept and fields of business policy/strategy; conceptual implementation; formulating policy/strategy; selection of strategy; implementation of strategy; evaluation/modification of strategy.

21722 MANAGEMENT 1

Prerequisites: Semesters 1 - 6

The emphasis in this subject is placed on acquiring knowledge of management theory and values, the role of the manager, and managerial decision making, with focus on the latest research findings in the area. This is done through lectures, individual reading assignments, seminar discussions and practical exercises.

The main objectives of the subject are:

- (a) to build on the foundation provided by the core subjects in the MBA programme, particularly Organisational Behaviour, Organisation Analysis and Design, and Employment Relations.
- (b) to allow students to study in-depth the latest developments in management theory and research as they relate to effective management of organisations.
- (c) to evaluate the applicabilities of these theories to management in the Australian environment.
- (d) to provide the necessary reading background for students to be able to complete the Project in Management.

The subject covers three integrated areas: decision making, understanding individual and interpersonal behaviour, and the managers role.

21723 MANAGEMENT 2

Prerequisites: 21722 Management 1, 21730 Managerial Skills Workshop

The subject consists of two components — a knowledge component and a skills component. The former is presented through normal lecture-discussions. These lectures cover management theory including latest research

findings in the area. The skills component is covered in an intensive three-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.

The objectives of the subject are to enable students to understand the role of power and politics in organisations, and to develop managerial skills necessary for managing organisational change.

The subject content includes power and politics in organisations; planning and introducing change in organisations; diagnostic techniques for organisational change; implementing organisational change; case studies in organisational change; skills workshops.

21724 HUMAN RESOURCE MANAGEMENT

Prerequisite: 21720 Employment Relations

This subject builds upon the coverage of the basic areas of Human Resource Management covered in 21720 Employment Relations. Students will be expected to:

- (1) locate, analyse and debate the relevance of recent research, theoretical concerns and policy issues;
- (2) develop practical skills in areas such as interviewing, giving oral presentations and program design, and
- (3) consider the major contextual variables and their relationships to human resource management strategies.

Major topics include: staff and career development, interviewing and counselling, assessing and correcting work performance, staff selection, the influence of the Australian context, human resource planning and the relationship of the above factors to the various viewpoints on human resource management.

21725 ORGANISATIONAL CHANGE AND ADAPTATION

Prerequisite: 21724 Human Resource Management

In this subject, students develop an understanding of strategies, methodologies and intervention techniques and skills in managing planned or adaptive organisational change.

Topics: diagnostic models, collecting, analysing and feeding-back data, models of change, structural interventions, human process interventions, strategy technology, environment and relationship to change. Issues in consultant - client relationship.

21726 CONTEMPORARY ISSUES IN EMPLOYMENT RELATIONS

Prerequisites: All subjects in Semesters 1- 3

In this subject, students examine current issues in personnel management and industrial relations; develop a critical attitude to the analysis of these issues; and debate these issues.

Topics: government influences on employment relations; current legislative changes; equal employment

● opportunity: planning for personnel reduction; compensation and employment relations; future of work; alternative work patterns; quality of working life issues.

21728 PUBLIC SECTOR MANAGEMENT

Students in this subject will be able to achieve four aims: to recognise responsibilities and challenges facing managers in the public sector, to relate the operation of the individual government agency to its environment by means of a corporate management model, to analyse and evaluate management practices, to gain experience in the application of appropriate management skills.

21729 PUBLIC PERSONNEL MANAGEMENT

● Topics: the context of personnel management and industrial relations in the public sector; workforce planning and staff development; performance appraisal; mobility; equal opportunity; employee assistance; industrial relations framework; industrial relations policies and practices in the public sector.

21730 MANAGERIAL SKILLS WORKSHOP

Prerequisite: 21722 Management 1

● The emphasis in this subject is on the acquisition of managerial skills. The approach is one where each student is initially required to do a considerable amount of prereading and consultation with lecturers in order to (a) acquire a strong theoretical base in the area of managerial skills, and (b) define specific skills that he/she would choose to develop and improve. All students are then required to attend an intensive five-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.

● Topics: personal and interpersonal skills; interviewing skills; conceptual skills.

21731 PUBLIC SECTOR FINANCE AND ACCOUNTING

There are three main topics in this subject:

(a) Australian Public Finance
Government revenue raising and public expenditure; Federal-State-Local financial arrangements in Australia; government subsidies and grants; analysis of expenditure patterns (e.g. Health, Education, Welfare).

(b) Government Budgeting and Accounting
The budgetary cycle and format; understanding the national accounts; public sector accounting and auditing arrangements.

(c) Application of computer technology to management information needs, particularly in relation to public finance and accounts.

21732 PROGRAMME EVALUATION FOR PUBLIC SECTOR MANAGERS

The aim of this subject is for students to recognise that a major contemporary emphasis in public sector management is on increased accountability, that agencies must develop internal capacity to evaluate their

programmes and that effective public sector managers must acquire skills in this area.

Topics: managing for results in the public sector; policy and programme development; public perceptions of public sector performance - major participants in the process; programme goals and performance indicators; research methodology; evaluability assessment; service delivery assessment, implementation analysis; outcome monitoring; creating incentives, regularising evaluation; institutional issue; future prospects.

21733 ENVIRONMENT OF POST-SECONDARY EDUCATION

This subject provides a foundation for other subjects to follow in the course, particularly in relation to planning policy development, resources management and program development. 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.

21734 VOCATIONAL PROGRAMME EVALUATION FOR EDUCATIONAL MANAGERS

This subject provides a necessary link between the broad environmental subject (Stage 1) and the Public Policy subject (Stage 4). It provides more detail to the concepts of corporate planning studied in Public Sector Management in terms of developing broad services provided by post-secondary education.

21735 RESOURCES MANAGEMENT IN POST-SECONDARY EDUCATION

This subject provides an overview of the macro public sector financial system, and the micro accounting system within educational organisations.

21736 COMMUNICATION FOR EDUCATIONAL MANAGERS

This subject provides a distinctly human resource development (HRD) perspective of educational management practices within the conceptual framework of public sector management. As such, this subject complements material presented in the management subject (Stage 1) and provides a basis for further skills training in the subject Managerial Skills Workshops.

21737 PROJECT EDUCATIONAL (MANAGEMENT)

This subject allows students to explore aspects of educational management or policy in greater depth than that possible in the classes in Stages 1-3. It would be particularly useful for those students wishing to proceed to further postgraduate study by research.

21738 HEALTH MANAGEMENT: POLITICAL AND LEGAL ENVIRONMENT

Topics: the legal environment (constitution, records management, industrial and administrative law); socio-

political environment (health care systems, funding health system personnel), issues in health management; access equity, use of scarce resources, technological change; ethical issues.

21739 RESOURCES MANAGEMENT IN HEALTH

Topics: health sector financial arrangements; patterns of expenditure; accountability and control; the budgetary cycle, programme budgeting; issues and trends in health funding, financial reporting.

21740 HEALTH MANAGEMENT INFORMATION SYSTEMS

This subject covers introduction to information management; the systems approach; the data base; planning the MIS project; project control; decision support systems; privacy; data security and data integrity; systems evaluation and implementation; audit; hospital and area health service functions; hospital performance measurement; patient reporting systems; case management and reporting; the MIS planning and budgeting.

21741 OPERATIONS MANAGEMENT

An introduction to the management of operations. Topics: 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

Application of operations research techniques and business modelling to production and service organisations; hands-on applications with computer packages.

Topics: linear programming, inventory management, forecasting, statistical quality control, CPM/PERT, simulation techniques and queuing models.

21743 PRODUCTIVITY AND QUALITY MANAGEMENT

Managerial aspects of quality and productivity management.

Topics: concepts and definitions of productivity, quality (including total quality control); measurement, models, tools and techniques used; evaluation and implementation of productivity and quality programmes.

21744 PRODUCTION PLANNING AND CONTROL

The planning of production and management of inventories.

Topics: forecasting for end items and intermediate stages in production process; reorder point/EOQ models, limitations of usage; time phased order points, lot sizing; master scheduling, capacity planning, materials requirement planning, distribution, Just in Time implementation and effects on workers and supplier.

21745 SERVICE OPERATIONS

The management of the design, production and delivery of services. The application of operations concepts and methods to service situations.

Topics: process analysis, delivery systems; establishing, measuring and control of service levels; workshift scheduling; location and layout; capacity planning, quality assurance, organisation behaviour and design in services, managing professional services, strategic management.

21746 ERGONOMICS

Principles and practical techniques of ergonomics/human factors; application of these techniques to design of work places and equipment; design of work tasks and work organisation. Applicable both to manufacturing and service organisations.

21747 OPERATIONS MANAGEMENT POLICY

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 management simulation exercise.

Topics: organising operations, capacity and facility planning, technology planning, vertical integration, management game.

21748 BUSINESS PROJECT - Operations Management

Organisation-based analysis of a production or service process; application of operations management techniques. Involves problem definition and resolution. Project undertaken under supervision of member of academic staff and an industry supervisor (nominated by student).

21760 EMPLOYMENT CONDITIONS

Prerequisites: Completion of semesters 1-3 of th GDER or MBus (ER)

This subject 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 Masters programme. 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.

21780 READINGS IN ADMINISTRATION

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 undertaken, a directed by the supervising lecturer.

The subject allows a degree of flexibility in programmin for specialised needs of individual students, but can only be undertaken as part of the Specialty Strand in the MB programme. Therefore the subject chosen should be relate to other subjects within the chosen Strand.

21790 BUSINESS PROJECT - Employment Relations

Students in this subject should be able to develop and use research designs and methods that are appropriate to the field of employment relations.

Topics: research methods in employment relations; topic specification; data gathering methods; data analysis; preparation of reports.

21791 BUSINESS PROJECT - Management

The project should preferably be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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 BUSINESS PROJECT - Public Sector Management

This subject is an integrating subject in which students are asked to draw on subjects covered earlier in the course while researching an area of contemporary relevance to public sector management.

The topics, selected by consultation between student and academic supervisor, will be within a public sector organisational setting. Ideally, the student should have the support of a mentor in the work organisation.

21901 RESEARCH METHODS IN BUSINESS PUBLIC ADMINISTRATION

The subject gives students knowledge and skills in a variety of research methodologies. Topics include surveys, experiments and quasi-experiments, observational studies, case studies, data analytic techniques, and the use of computer-based statistical packages.

21902 ADVANCED THEORY IN BUSINESS PUBLIC ADMINISTRATION (F/T)

The subject is a readings and seminar subject which will allow students to study in greater depth topics covered in previous subjects, and to critically evaluate current trends and practices in the relevant areas. It will also provide experience in researching the literature and reporting findings. Topics will be determined in consultation with the subject co-ordinator.

21903 READINGS FOR THESIS IN BUSINESS PUBLIC ADMINISTRATION

The subject will enable students to obtain greater knowledge in areas relevant to the research which will be undertaken later as a part of the Thesis subject of the degree. It will give students experience in researching the literature, designing a research project and writing a formal research proposal.

21904 THESIS IN BUSINESS AND PUBLIC ADMINISTRATION (F/T)

21905 THESIS IN BUSINESS AND PUBLIC ADMINISTRATION (P/T)

Prerequisite: 21903 Readings for Thesis in Business and Public Administration

The subject is the major research component of the Honours programme and will give students experience in the design, execution, and reporting of a research project. Students will consult regularly with their appointed supervisors who will advise on research procedures and the writing of the final thesis.

21906 ADVANCED THEORY IN BUSINESS PUBLIC ADMINISTRATION (P/T)

The subject is a readings and seminar subject which will allow students to study in greater depth topics covered in previous subjects, and to critically evaluate current trends and practices in the relevant areas. It will also provide experience in researching the literature and reporting findings. Topics will be determined in consultation with the subject co-ordinator.

22101 FINANCIAL ACCOUNTING 1

This subject has four major objectives: to introduce students to accounting as a system for collecting and reporting economic information for use in decision making; develop in students an understanding and knowledge of the theoretical and practical aspects of basic accounting methods which apply to business; train students in using double entry bookkeeping for the recording and processing of accounting data and obtain a working knowledge of general accounting procedures; prepare students for further accounting studies.

Topics: double entry bookkeeping from source documents through journals, ledger and accounting reports - profit/loss statement and balance sheet; cash control; debtors and creditors accounts; inventories; fixed assets and depreciation; incomplete records.

22160 COMMERCIAL LAW 1

Objectives: To develop the skills necessary to research legal topics and to understand the legal framework in Australia.

Topics: legal philosophy, legal history, constitutional law, torts, crime, property, contracts and consumer protection.

22202 FINANCIAL ACCOUNTING 2

Prerequisite: 22101 Financial Accounting 1

The applications of accounting studied in Financial Accounting 1 are extended to cover additional problem areas (e.g. relating to inventories and plant assets) and types of business organisations (such as partnerships and companies). The doctrines, conventions and especially the professional standards of accounting are introduced and examined. The preparation of financial reports, including the funds statement, is covered. The completion of a number of exercises is required using microcomputers, to illustrate their use as a common tool in the modern accounting process.

22204 GOVERNMENT ACCOUNTING 1

Prerequisite: 22101 Financial Accounting 1

The objective of this subject is to introduce students to the accounting and budgeting systems used in the Australian public sector. It will analyse the principles underlying government accounting and provide a working knowledge of the accounting systems and practices of the three levels of government.

22220 BUSINESS INFORMATION SYSTEMS 1

The objective of this subject is to introduce students to the use of computers as business productivity tools. Topics covered are: the personal computer, operating systems, programming languages, application packages, data and file structures, database programming using dBase III, introduction to mainframe Unix operating system, and communications.

The format of the course comprises one-hour lectures and two-hour computer workshops, where students are introduced to the MS/PC-DOS operating system, and to the Lotus 1-2-3 spreadsheet, and dBase III database packages.

22261 COMMERCIAL LAW 2

Prerequisite: 22160 Commercial Law 1

This course develops the analytical approach introduced in Commercial Law 1. Particular attention is given to business law subjects including securities, sale of goods, agency, partnership, negotiable instruments, trusts and bankruptcy. In Commercial Law 1 and Commercial Law 2, the student is given an introduction to Australian business law, which also serves as an introduction to further law subjects.

22262 MARKETING AND CONSUMER PROTECTION

Prerequisites: 22160 Commercial Law 1, 24201 Principles of Marketing

This subject provides the marketing decision-maker with a general perspective on the legal context of consumer goods marketing with particular emphasis on: examining the philosophy and development of Consumer Protection Law; examining the Common Law remedies available to consumers; examining in detail, state and federal statute laws providing consumer protection; identifying developing trends in other jurisdictions and their application to Australian consumer protection legislation.

22306 MANAGERIAL COST ACCOUNTING

Prerequisite: 22101 Financial Accounting 1

The subject aims to give management or business students a working knowledge of the broad area of management accounting within the business organisation. After an initial exposition of various cost concepts, the cost accounting cycle is traced through a job/order cost system and a process cost system. The use of cost accounting data for decision making is demonstrated with particular reference to the relationship between earnings, cost flows and profits under varying conditions. Concepts and

techniques of financial planning through budgets, and control through standard cost systems, are introduced.

22308 MANAGEMENT ACCOUNTING 1

Prerequisites: 22202 Financial Accounting 2, 21241 Business Statistics, 22220 Business Information Systems 1

This subject introduces the students to the basic concepts underlying management accounting in its historical development and its organisational setting. Students study appropriate cost terminology, cost behaviour patterns in a variety of costing systems, job/order costing and process costing systems. Students are introduced to forecasting techniques in order to implement these decision-making models, as well as analysis of the cost-volume-profit model. Topics include: the context of management accounting; management accounting; costing concepts; cost accounting systems; cost behaviour; cost-volume-profit analysis.

22309 ACCOUNTING FOR OVERSEAS TRANSACTIONS

Prerequisite: 22202 Financial Accounting 2

This subject introduces the 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 covers 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.

22319 FINANCIAL ACCOUNTING 3

Prerequisite: 22202 Financial Accounting 2

This subject has three objectives: to introduce the role of accounting information in managerial decisions, to disseminate latest developments in accounting statement analysis, and to develop skills in the techniques of accounting statement analysis. Topics include: the demand and supply of accounting statements and the timeliness of accounting statements; the objectives of accounting statement analysis, some basic concepts, accounting ratios, computerised accounting data bases; inter-industry comparison of accounting ratios; accounting ratios and some statistical issues, the time series and cross-sectional properties of ratios; forecast of profits and other accounting numbers, pro-forma accounting statements, the choice of accounting reporting techniques; accounting information and the capital markets; risk assessment, credit decisions and accounting ratios; available accounting models and corporate data bases; issues in creative accounting and their impacts; accounting statements and valuation techniques.

22361 COMPANY LAW - ADMINISTRATION

Prerequisite: 22160 Commercial Law 1

This course is designed to examine the principles of law which relate to the modern business corporation. This includes a study of the general law, the statutory provisions and the decisions of the courts thereon. The student studies

the concept and function of the corporation as a legal structure in the economic system.

Emphasis is placed on such theory and practice of company law that will equip the student to supervise the corporation in the conduct of the administrative and financial requirements of the Companies Act and general law.

22362 COMPANY LAW

Prerequisite: 22261 Commercial Law 2

This course is designed to examine the law and rules relating to the modern business corporation. This includes a study of applicable statutes and decisions of the courts. Students study the corporation and thus prepare themselves to supervise and advise corporations in the conduct of their day-to-day affairs and compliance with the various statutory and common law requirements.

22365 ADMINISTRATIVE LAW 1

Prerequisite: 22160 Commercial Law 1

The central objective of the course is to acquaint students with the legal framework for administrative acts and the relationship between remedies applied by the Courts and decisions made by officials and administrative tribunals. A detailed study is made of the British and Australian Constitutions and the growth of administrative law in the State and Commonwealth contexts. Legal institutions are described and their functions and effectiveness discussed, together with the more important statutes and regulations enabling and limiting administrative activities of public officers. Recent developments, such as the Administrative Appeals Tribunal, the Australian Ombudsmen and the Commissioner for Equal Opportunities, are examined, and the need for further measures to protect the individual are considered. Some comparison with developments in other countries is also included.

22366 ADMINISTRATIVE LAW 2

Prerequisite: 22160 Commercial Law 1

The subject is designed to introduce students to the modes and limitations of regulation of markets as a method of achieving government social and economic goals. The subject focuses on Australian economic regulation that involves the role of government in the setting of prices and the controlling of entry into particular sectors of economic activity.

22367 PROPERTY LAW 3

Prerequisite: 22160 Commercial Law 1

The law of intellectual property refers to a wide range of disparate rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields. In Australia such rights have been given statutory recognition in the Copyright Act 1968 (Cwlth), Designs Act 1906 (Cwlth), Trade Marks Act 1955 (Cwlth), and the Patents Act 1968 (Cwlth). The course will focus on the extent to which the law grants protection to concepts information and ideas which is of central concern to rapidly developing information-based industries.

Topics: passing off; trade marks; statutory protection of goodwill and reputation; copyright; design law; patents; common law protection of confidential information and trade secrets.

22368 COMMERCIAL CONTRACTS

Prerequisites: 22160 Commercial Law 1, 22261 Commercial Law 2

The objective of this subject is to enhance students negotiation skills and implementation of commercial contracts. Topics include: formation; terms of contract; parties to the contract; matters affecting contractual assent; illegality; performance and breach; termination; remedies.

22401 AUDITING

Prerequisites: 22202 Financial Accounting 2, 22362 Company Law, 22220 Business Information Systems 1

This subject is based on modern auditing thought and practice. It examines the professional, legal and economic roles of auditing in contemporary society, and details the underlying mechanisms and techniques involved in the auditing process. The main approach is systems-based, with EDP auditing integrated throughout the subject. The various topics studied include auditing objectives, internal control, auditing standards, internal auditing, legal and professional environment of auditing, sampling methods, compliance and substantive testing, analytical review, revenue and receivables, purchases and payables, cash management, human resources and payroll, inventories, plant and depreciation, and audit reports.

22405 FINANCIAL ACCOUNTING 4*

Prerequisite: 22319 Financial Accounting 3

This subject takes the accounting major into advanced accounting topics which are the functional responsibility of more senior accountants. There is particular emphasis on accounting for corporations including liquidations, capital re-organisations, reconstructions, amalgamations and takeovers. External reporting is examined with particular emphasis on inter-company shareholdings and group accounts.

* Previously known as 22301 Financial Accounting 3

22408 MANAGEMENT ACCOUNTING 2

Prerequisite: 22308 Management Accounting 1

Subjects introduced in Management Accounting 1 will be reinforced and developed. The primary objective for the subject is to equip students with the skills and techniques necessary to participate effectively in an accounting capacity in the formulation, implementation and control of financial plans for the utilisation of scarce resources. The importance and usefulness of the concepts and methods of statistics, quantitative analysis and micro-economics for management accounting will be emphasised. Topics include: Cost-Volume-Analysis under uncertainty; use of spreadsheets in CVP analysis and short-term planning; planning: linear programming as a budgeting tool; standard costs and planned costs; inventory planning and control; time and cost scheduling.

22460 INSURANCE CONTRACTS

Prerequisites: 22160 Commercial Law 1, 22161 Commercial Law 2

This subject covers the common law principles governing the enforceability of contracts, remedies for breach, termination and the law of agency; the changes effected by the Insurance Contracts Act of 1984 and the Insurance (Agents and Brokers) Act of 1984; and the principles associated with the drafting of insurance policy documents and the impact that provisions of the Insurance Contracts Act have on this process.

Topics: general law principle, i.e. offer and acceptance, consideration, setting aside of contract, contractual capacity, enforceability of contracts; the law concerning agency and contracts; termination of contracts; the policy document; Insurance Contracts Act 1984.

22461 LIFE INSURANCE LAW

Prerequisites: 22160 Commercial Law 1, 22261 Commercial Law 2

The objective of this course is to develop an advanced understanding of enacted legislation and common law which impacts on and regulates the conduct of life insurance business in Australia.

Topics: the insurer; intermediaries, brokers and agents; life insurance commissioner; law and life insurance policies; law and the policy holder/life insured.

22463 TAXATION 1

Prerequisite: 22362 Company Law

The central objective of the course is to provide an introduction to the law of income tax, but it is not intended to fully satisfy the professional requirements in the subject. Topics covered include the federal tax system, source of income, tax law and practice, the scheme of the Income Tax Assessment Act, the concept of income and capital, allowable deductions and taxation of particular types of taxpayers.

22466 TRADE LAW

Prerequisite: 22160 Commercial Law 1

This subject examines the law and practice of trade law in Australia and highlights the important issues of modern international trade relationships with reference to the Trade Practices legislation.

Topics: background to Trade Practices Act; the constitutions and trade practices; administration and enforcement; concepts, definitions and government instrumentalities; contracts, arrangements, understandings and covenants restricting dealings or affecting competition; secondary boycotts; monopolisation; exclusive dealing; resale price maintenance; price discrimination; mergers; exceptions to part IV of the Act; authorisation and notifications; the Anti-Trust Laws of the US; competition law of Britain and the EEC; the Law of International Business in Australia.

22467 LAW OF TRUSTS

Prerequisites: 22160 Commercial Law 1, 22261 Commercial Law 2; 22362 Company Law or 22361 Company Law - Administration

The flexibility of trusts, the ease with which they can be created, the degree of personal involvement of the trustee and the relative privacy, make the trust an attractive form of planning; and an accountant involved in this field may well regard an understanding and knowledge of legal principles involved a useful part of professional skill and expertise.

Included in the syllabus is the law of succession and the administration of deceased estates, together with the subject of the insolvent estate. This estate is administered under and within the framework of the Bankruptcy Act. As well as providing a code of law for actual bankruptcy, the Bankruptcy Act and law is also concerned with ascertaining assets and liabilities, the retrieval of assets, determining whether or not payments made by the bankrupt are preferences, whether disposition of property by the bankrupt is avoidable and the actual administration of the bankrupts estate and payments of dividends to creditors. Included within the framework of the Act are schemes whereby persons who, although insolvent, are able to make provision for payment to their creditors without going into bankruptcy; and it is in this area that accountants are particularly involved, as in most cases the trustees in deeds of composition, arrangement and assignment are accountants and as such are charged with the full control and administration of the assets and estate of the insolvent debtor.

22468 LABOUR LAW

The first part of the subject consists of a study of Australian compulsory arbitration, and an outline of Industrial Law applicable in New South Wales, including the constitutional powers of the Commonwealth Parliament and Industrial Conciliation and Arbitration Legislation.

This subject continues with an introduction to the scope of Industrial Law and history of the Contract of Employment. It then proceeds to a study of the nature of the employer-employee relationship, the common law contract of employment, and in this context the common law rights and duties which attach to individuals in their capacity as employers and employees will be covered, together with reference to additional statutory rights and duties.

22469 BANKING LAW

Prerequisites: 22160 Commercial Law 1, 22261 Commercial Law 2

The objective of this subject is to enhance students expertise in modern banking law and practice. Topics include: the law relating to the Australian banking and monetary system; the law of Bills of Exchange, cheques and promissory notes; the law of bank/customer relationship;

the law relating to bank officials; the law affecting overseas transactions and documentary credits.

22510 ADVANCED COMPANIES AND SECURITIES LAW

Prerequisite: 22362 Company Law or 22361 Company Law - Administration

This subject builds on the work covered in the pre-requisite subjects, exploring in greater depth several areas of Company Law, making detailed reference to both statutory and case law. The course is intended to further equip business students who perceive their future to be in or associated with the field of corporate enterprise or regulation. The study of selected cases will comprise a vehicle in which to consider the practical appreciation of the Law.

22512 ADVANCED AUDITING TECHNIQUES

Prerequisite: 22401 Auditing

This subject has a practical orientation and is aimed at developing skills in testing and assessing the reliability of data produced by an accounting system. Topics include: approaches to assurance, internal control review, analytical review, substance testing; statistical sampling in auditing theory and techniques; internal control of computerised accounting systems; management, operational, comprehensive and value-for-money auditing; limited and negative assurance on small businesses, interim accounts, segmented reports and forecasts.

22513 RETAIL ACCOUNTING

Prerequisites: 22101 Financial Accounting 1, 24405 Retailing Management

Topics: retail financial accounting; retail management accounting; integrated retail financial management systems; applications, e.g. retail feasibility studies; shelf space allocation decisions, trade promotion evaluation, store audit.

22514 MANAGEMENT INFORMATION FOR LIFE INSURANCE COMPANIES

Prerequisite: 31224 Data Processing or 22220 Business Information Systems

Topics: design principles; computer technology; database management; quantitative method and financial mathematics; applications and development of systems; role of accounting; management accounting.

22515 COMPUTER BASED ACCOUNTING

Prerequisites: 22220 Business Information Systems 1, 22202 Financial Accounting 2

The subject introduces students to the concepts of computerised accounting and the general operation of several micro-computer accounting packages. It provides opportunities for the students to gain experience in the installation and operation of these packages so that they are able to evaluate them and advise on the suitability of their use in a variety of business environments particularly those of small businesses.

22564 TAXATION 2

Prerequisite: 22463 Taxation 1

This subject, coupled with Taxation 1, satisfies the accounting professional requirements in this area. The subject contains the more difficult topic requirements in the area and requires the student to explore in-depth some of the topics considered generally in Taxation 1. Some of the major topics included are trading stock, depreciation, capital gains, foreign tax credits, fringe benefits, previous years losses, taxation of companies, dividends from companies (including imputation), partnerships, trusts, alienation of income, superannuation, payments on termination of employment, and assessments, objections and appeals.

22565 BUSINESS INFORMATION SYSTEMS 2

Prerequisite: 22220 Business Information Systems 1

The course aims to acquaint students with the different approaches by which information systems can be designed and implemented including both manual and computer-based systems. Topics include: information systems and the organisation; documentation; files concepts; implementation and testing; application package evaluation; overview of information systems.

22566 ACCOUNTING FOR SMALL BUSINESS 1

This subject is designed to highlight and emphasise the practical matters associated with the initiation and growth of small business. Subject matters include financing, accounting, costing, valuation, franchising, insurance and planning.

22567 ACCOUNTING FOR SMALL BUSINESS 2

Prerequisite: 22566 Accounting for Small Business 1

This subject is designed to develop an understanding of the uses and benefits of business plans, to recognise the various elements of a business plan, to learn techniques and procedures, to prepare business plan and to prepare an integrated business plan.

22568 BUSINESS SYSTEMS IMPLEMENTATION

Prerequisites: 22220 Business Information Systems 1, 22565 Business Information Systems 2

The objectives of this course are to introduce 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 in business. 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 the students are introduced to data flow design methodologies: top-down structured design; structured programming and other programme design techniques. Test data specification and implementation procedures are used for testing the programmes produced.

22601 CONTROLLERSHIP

Prerequisites: 22408 Management Accounting 2, 25401 Financial Management and Policy

This course integrates, at top management level, earlier courses in financial and cost accounting, financial management and auditing, by considering the function and responsibilities of financial control in the corporate environment.

Topics: controllership, its nature and function; organisational objectives; theory and practice; cost information and pricing behaviour; behavioural factors in control; revenue, profit and investment centres; divisionalisation; performance evaluation; transfer pricing; R.O.I. and R.I.; budgetary control; advanced variance analysis; performance evaluation; long-range planning.

22606 INFORMATION SYSTEMS PROJECT

Prerequisites: 22220 Business Information Systems 1, 22565 Business Information Systems 2, 22568 Business Systems Implementation

The objectives of this course are to build on the knowledge gained by students in the two earlier courses in information systems design and programming by means of a supervised implementation of an information systems project in an accounting/business environment.

Advanced programme design and structured techniques, team programming techniques will develop project management skills in the participants.

In addition, systems software such as UNIX, MSDOS, VAX, and VMS are taught so that students appreciate the problems of interfacing systems software at the application implementation level.

A final segment deals with a comparison of a range of programming languages used in systems. Specific emphasis is placed on database systems such as PICK and UNIFY.

22607 INFORMATION SYSTEMS MANAGEMENT

Prerequisites: 22220 Business Information Systems 1, 22565 Business Information Systems 2, 22568 Business Systems Implementation

The objective of the course is to introduce students to the issues concerned with the management of information systems and information technology in accounting and business environments.

22608 CORPORATE REPORTING: Professional and Conceptual Issues

Prerequisites: 22401 Auditing, 22405 Financial Accounting 4

This capstone subject considers the role of financial reporting by corporations and the involvement of the accounting and auditing profession in the financial reporting process. Whereas antecedent subjects in the course are broadly concerned with the production of accounting numbers, this subject highlights the information content of those numbers for capital markets. Financial reporting is examined as a source of investment information and a means of control over the management

of corporate funds, in the context of the positive theory of accounting involving economics-based empirical studies. The subject analyses the alternatives available for representing the economic reality of the financial operations and position of business corporations, and the extent to which investment decisions are influenced by the accounting numbers generated by prevailing standards. Among the professional and conceptual issues in this subject are standards setting, regulation of corporate financial disclosure, portfolio theory, efficient market hypothesis, capital asset pricing model, accounting earnings and securities prices changes, contracting theory and auditing, and agency relationships.

22610 TERMINATION ACCOUNTING AND EXECUTORSHIP

Prerequisites: 22202 Financial Accounting 2, 22362 Company Law

This subject deals with the law, accounting and financial management of deceased estates and businesses that have ceased operations. Included are a study of bankruptcy and company liquidation law, the accounting entries necessary on termination of a business, an examination of past company failures and the role played by accounting in such failures, and the duties of the accountant in connection with deceased estates.

22612 CORPORATE CONTROL AND POWER

Prerequisites: There are no formal prerequisites, but students should have a good knowledge of the principles of corporation law.

This course is concerned with the foundation of modern corporation practice and analysis, the relationship between corporations and some modern social problems. It deals with the corporations place in, and consequences on, society as well as the broad philosophical problems of living in a "free enterprise system"

Drawing briefly from a broad framework of modern political economy - for which the students should be familiar with at least some of the works of Locke, Smith, Ricardo, Marx and Marghull, the course will - in the light of more recent writers such as Berle, Friedman and Galbraith - examine problems such as the corporate structure, the relationship of the corporation with the community, the real priorities of society as against those emphasised by advertising and the media, the phenomenon of increased corporate crime, and the issues confronting Australia in an age of advancing technology.

22660 PROPERTY LAW 1

In this subject students study the basic legal concepts that are involved in the ownership and transfer of property, particularly land.

Emphasis is placed on the evidentiary documents pertinent to showing ownership. The subject equips students to more effectively deal with problems associated with the investigation of the legal and equitable ownership of property (with particular emphasis on trusts) and transactions which create charges on that property.

22661 ADVANCED LABOUR LAW

This subject deals with the law of industrial relations including the philosophy of labour law in Australia and the law relating to the handling, settling and determination of industrial disputes. The law relating to trade unions and industrial action, including the common law principles which have been applied to control strikes and other concerted pressure tactics, are studied. Other topics include: the constitutional limitations of the State and Federal Governments and examine cases; the Conciliation and Arbitration Act (Cwlth) and the Industrial Arbitration Act (NSW) and other relevant statutes; aspects of the law (not covered in Labour Law 1) governing the relationship of employer and employee, and the rights and duties which attach to individuals in their capacity as employers and employees; tortious, criminal and statutory liability including the protection of personal safety of employees and Workers Compensation legislation; statutory regulation of the contract of employment apart from the conciliation and arbitration legislation.

22663 ADVANCED INCOME TAX

Prerequisites: 22463 Taxation 1, 22564 Taxation 2

This subject is intended to provide an extension of the revenue knowledge obtained from Taxation 1 and 2. Areas covered include: the rise of tax avoidance in Australia (the decline of S.260); the legislative and judicial counters to such avoidance, including an analysis of specific and general statutory anti-avoidance measures; objections, reviews and the Commissioners investigative powers; an introduction to certain international aspects of taxation, including dividend and interest withholding tax, the taxation of royalties paid overseas, transfer pricing provisions, the operation of Australia's double tax agreements.

22664 INDIRECT TAXES

Prerequisites: 22463 Taxation 1, 22564 Taxation 2

This course is designed to introduce students to the fundamentals of fiscal imposts other than income tax. Topics covered are stamp duty, sales tax, payroll tax and land tax. Obviously it is not possible to provide a detailed analysis of all areas in each topic, within the time permitted. Rather, an overview of each topic will be given, with a detailed analysis made of selected areas within that topic, to provide a practical knowledge of the key areas in each of the topics.

22665 PROPERTY LAW 2

Prerequisite: 22160 Commercial Law 1

The subject deals with a description of certain legal matters in relation to property. Particular emphasis is placed on matters affecting ownership of property and on the evidentiary documents pertinent to showing title. Topics include: tangible and intangible property; non-commercial transfer of property; protection of property.

22705 MANAGEMENT PLANNING AND CONTROL

Large business organisations (whether publicly or privately owned) are characteristic of today's western economies and one significant aspect of their management is their highly developed planning and control systems. In this subject, consideration is given to the formulation of corporate strategy, the relationship of organisational structure in the particular technological environment of the organisation, the system of planning and control in large and complex organisations and finally the use of financial models in implementing planning and control systems.

22708 MANAGEMENT INFORMATION SYSTEMS

Modern accounting is 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. The subject will include topics such as the conceptual framework of the information system; the structure of the managerial information system; the management of the system and the place of accounting in the system.

22718 ADVANCED TAXATION

This course 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 course outline 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 course 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.

22726 ACCOUNTING AND FINANCIAL ADMINISTRATION

Topics: structure of organisations; structure of financial statements; accounting and financial management; accounting as an information processing system; financial analysis: costing; budgeting and financial administration.

22727 INFORMATION FOR MANAGEMENT DECISIONS

Prerequisite: 21710 Quantitative Methods

Topics: the functions of management and the nature of management decision making; the role of information in management decision making; management information systems; specific applications - pricing, financing, resources allocation; organisational implementation of information systems.

22729 LEGAL ENVIRONMENT OF BUSINESS

This subject examines the following topics: Law of Contract; sale of goods; formation and membership of corporations and the management of corporations; the taxation of income and of classes of taxpayers; trade practices, consumer protection and prices justification; industrial law and relations.

22730 E.D.P. CONTROL AND AUDIT

This subject examines the application of the objectives and procedures of auditing and internal control in the specialised area of E.D.P.-oriented information systems. The course first emphasises the controls which should exist for all aspects of E.D.P. 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 on seminar discussion and presentations of suggested solutions to problem situations.

22731 INDUSTRIAL LAW

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.

22732 LAW FOR ADMINISTRATORS

Topics: 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.

22733 COMPANIES AND SECURITIES LAW

Prerequisite: 22362 Company Law or equivalent

The course seeks to present a comprehensive explanation of Australian Company Law with the aim to approach the topic by looking at the principles of Company Law and the provisions of the Companies Code as an integral part of the contemporary legal and commercial development in Australia.

Emphasis is being given to the trans-Australian aspect of Corporate Affairs Law which means adoption of a National rather than State view, and the course 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.

22734 INTERNAL AUDIT THEORY

This course has been designed to provide the theoretical foundations upon which the remainder of the internal audit strands rest. However, in the nature of the subject there is not a sharp distinction between theory and practice.

Topics: internal auditing standards, responsibilities, ethics; development and opportunities; internal audit and its relationship with internal control; the operational approach to internal auditing; operational auditing; behavioural aspects; communicating and reporting; legal responsibilities of internal auditors; internal audit/external audit - conflict or co-operation.

22735 INTERNAL AUDIT PRACTICE

Prerequisite: 22730 E.D.P. Control and Audit

This course is designed to extend the theoretical foundation gained in Internal Audit Theory into operational aspects of the discipline.

Topics: management of the internal audit department; management of the internal audit assignment; exposure, risk and control; auditing organisation activities; communicating audit results.

22736 BUSINESS PROJECT - INTERNAL AUDIT PROJECT

Prerequisite: 22735 Internal Audit Practice

The object of the subject is to allow the student to use the knowledge gained in the course, especially the Internal Audit strand, in the study of a particular topic, issue or application in the real world.

Topics: selection of definition of topic, skills in research and report writing; skills in field study; progressive reporting of findings; background reading of related research; peer group discussion of findings; organisation and presentation of report (10,000 words approximately).

22740 ACCOUNTING FOR MARKETING

The course is an introduction to management accounting and its use for marketing purposes. It examines the fundamentals of a double entry accounting system and the application of such a system in cost accumulation for both job and process situations. Various cost concepts are examined and defined, such as fixed and variable costs, unit and total and incremental costs, etc. The use of budgets and standards for costing and control purposes is considered along with the use of cost-volume-profit analysis (break-even analysis) for evaluating alternative courses of action.

22741 MARKETING LEGISLATION IN AUSTRALIA

This subject provides the marketing decision-maker with a general perspective on 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 is reviewed and discussed.

22742 INTERNATIONAL BUSINESS LAW

This subject examines 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 trans-national corporation.

22743 FINANCIAL STATEMENT ANALYSIS AND FINANCIAL MODELLING

Prerequisite: 25742 Financial Management

This subject aims to introduce students to the latest techniques of financial statement analysis, and to develop an appreciation for alternative financial modelling techniques. Topics include: credit rating systems, prediction of corporate failure, takeovers and financial statements, risk assessment and financial ratios, corporate planning models and financial statements.

22745 QUANTITATIVE METHODS FOR AUDITORS

This subject introduces students to quantitative tools such as regression analysis, ratio analysis, trend analysis, statistical sampling techniques, hypotheses testing etc., as a component of other auditing techniques to aid in the internal audit function. Quantitative techniques are discovery techniques, they are used to highlight possible problem areas which then require interpretation and further analysis. The techniques are oriented towards internal audit situations.

22751 CORPORATE ACCOUNTING ISSUES

Major areas covered 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.

22780 READINGS IN ACCOUNTING

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 Specialty Strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen Strand.

22781 READINGS IN BUSINESS LAW

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 Specialty Strand in the MBA programme. Therefore the subject chosen should be related to other subjects within the chosen Strand.

22790 BUSINESS PROJECT - Corporate Accounting

The project should preferably be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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.

23105 MICROECONOMICS

The content of this subject is largely traditional microeconomic theory as it includes the following major topics: consumer equilibrium theory; production theory; competition theory; resource pricing theory; income distribution; urban location theory; externalities and market failure. However, the treatment is of an applied nature (as opposed to the abstract theoretical analysis usually provided by intermediate level textbooks). This treatment is provided by way of an examination of various industries using the concepts and theories that comprise microeconomics. In addition, the applied approach is intended to provide the foundation for the study of microeconomic policies that is undertaken in a subsequent stage.

23204 MACROECONOMICS

Prerequisite: 23105 Microeconomics

This is an introductory course in macroeconomics. Analytical tools are developed to give an insight into the nature and causes of the problems of inflation and unemployment. Both the Keynesian and Monetarist approaches are examined in an attempt to provide a sound understanding of the relationship between macro variables within the economy. The analysis is then applied to the particular problems facing the Australian economy.

23308 MACROECONOMIC POLICY

Prerequisites: 23105 Microeconomics, 23204 Macroeconomics, 21241 Business Statistics, or permission of Head of School of Finance and Economics should any of the prerequisites not be met.

This subject considers the problems of inflation, unemployment and balance of payments equilibrium in some depth. Attention is focused on the Australian experience and policies are discussed within a model-building context.

23310 MICROECONOMIC POLICY

Prerequisite: 23105 Microeconomics

This course deals with Australian microeconomic policy which is directed mainly at altering the behaviour of firms in order to overcome problems which arise from the

unregulated operation of a basically free enterprise economy. During the course, the student should obtain an understanding of: (a) the pricing policies and goals of the modern firm or corporation - microeconomic policies of the corporation; (b) why it is desirable for the Government to intervene in a free enterprise economy - the case for Government microeconomic policy; (c) the functions, responsibilities, procedures and economic impact of the major instruments of government microeconomic policy, namely the Trade Practices Commission, the Prices Justification Tribunal, and the Industries Assistance Commission.

23311 COMMODITY ECONOMICS

Prerequisite: 23105 Microeconomics

This subject uses tools developed in microeconomics to examine economic problems in agriculture and mining. Topics to be covered are: beef and wool markets, futures markets, government agricultural cartels, production and marketing of some major minerals, international agreements and the effects of tariffs on mining and agriculture.

23401 COMPARATIVE ECONOMIC SYSTEMS

Prerequisites: 23105 Microeconomics, 23204 Macroeconomics

This course is designed to deal with economic systems both from historical and contemporary points of view.

Topics: philosophical underpinnings of capitalism; Karl Marx and the ideology of communism; the planned economies - Soviet-style and Chinese; the Japanese economy.

23402 INDUSTRY ECONOMICS

Prerequisite: 23105 Microeconomics

This is a course in applied microeconomics which looks at the firm within its industry setting. The link between market structure, market conduct and market performance is examined theoretically and the empirical evidence critically assessed. The latter part of the course looks at selected Australian Industries and uses the analytical skills developed to evaluate market performance.

23403 THEORY AND APPLICATION OF LABOUR ECONOMICS

Prerequisites: 23105 Microeconomics, 23204 Macroeconomics

This subject covers two major areas. The first examines the market for labour in Australia. The major influences on the demand for and supply of labour are considered jointly with the theory of wage determination. The second area is concerned with government involvement in the labour market in Australia and examines such areas as the Australian Arbitration system, wage indexation, incomes policies and trade unions and inflation.

23406 INTERNATIONAL ECONOMICS

Prerequisites: 23105 Microeconomics, 23204 Macroeconomics

This subject is in two parts. The first part deals with the basic theory of international trade and issues relating to international trade barriers. The second part deals with problems relating to international payments equilibrium.

23412 BUSINESS FORECASTING

Prerequisite: 21241 Business Statistics

A variety of forecasting models incorporating the University's SHAZAM and SIBYL/RUNNER software packages are examined in this course.

Topics: naive models; regression models; auto regressive models.

23414 REAL ESTATE INVESTMENT DECISIONS

Prerequisites: 23105 Microeconomics, 23204 Macroeconomics

This is an applied economics subject concerned with the location of economic activity. Urbanisation is an important phenomenon especially in the western world. It is both a consequence and determinant of a country's social and economic structure. Students who take this subject should expect to develop an understanding of the broad principles of urban economics as they relate specifically to the market for real property. The student will develop a depth of understanding of the forces operating within the real estate market by studying the underlying urban economy, and the principles and practice of urban real estate investment decisions.

23602 CURRENT ISSUES IN BUSINESS ECONOMICS

Prerequisites: 23310 Microeconomic Policy, 23308 Macroeconomic Policy, 23412 Business Forecasting

The subject serves three main objectives. First it reviews recent developments in economics. Second, it examines the implications for the business community of major, recent developments in the economy. Third, it introduces students to the practice of business economics.

23702 LABOUR ECONOMICS

This subject covers three general topics. The first considers markets for labour and the structure of wages in Australia. The second is concerned with the effects of government efforts to control the price level on labour management relations, with emphasis on areas of direct government involvement. The third topic evaluates methods of manpower projection, and deals with current manpower policy in Australia.

23703 ECONOMICS FOR MANAGEMENT

Topics: the market system; profit and other objectives of the firm; pricing policy; cost behaviour; business decision-making models of the firm; macroeconomic environment; targets, indicators, instruments and model; a macroeconomic model of the economy, generating levels of inflation and unemployment; theory of the model, the contents of the black box; application of the model.

23704 GOVERNMENT - BUSINESS RELATIONS

Prerequisite: 23703 Economics for Management

Topics: overview of current scope of Government policies toward 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; general economic policies and indicative planning; policies to overcome inequities; the social responsibilities of business.

23740 SEMINAR IN RESEARCH METHODOLOGY

The purpose of this subject is to provide an understanding of research methodologies used in researching business topics and to develop basic skills in undertaking research. Topics covered include hypothesis building, spreadsheet data manipulation, time series analysis, cross section analysis, forecasting, experiments and quasi-experiments and sampling methodologies.

23741 RESEARCH SEMINARS

Prerequisite: 23740 Seminar in Research Methodology

The purpose of this subject is to facilitate the systematic completion of the thesis. Each student is required to present at least one progress report each semester on their thesis topic.

23780 READINGS IN ECONOMICS

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 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 Specialty Strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen Strand.

23901 ADVANCED BUSINESS FORECASTING

Prerequisite: 23412 Business Forecasting

The subject provides research and forecasting skills that rely on econometric methods. It is an extension of the subject, Business Forecasting, but places greater emphasis on econometric theory and practice.

23902 ADVANCED MACROECONOMICS

Prerequisites: 23308 Macroeconomic Policy, 23412 Business Forecasting

The subject will review theory and evidence related to: short term economic fluctuations; long term growth (and fluctuations); and some issues in modelling macroeconomic relations.

23903 ADVANCED MICROECONOMICS

Prerequisites: 23310 Microeconomic Policy, 23412 Business Forecasting

The subject will provide students with an understanding of interindustry models of the Australian economy so that they will be able to predict and analyse the consequences of shocks on industries and firms. Shocks to be analysed include macroeconomic policy, resource booms and

declines, variations in the levels of protection, changes in taxes and subsidies, and changes in factor supplies. The main model to be used is the ORANI model of the Australian economy. Study will be theoretical and practical and will involve the use of computers.

23904 HONOURS SEMINAR IN FINANCE AND ECONOMICS

The subject requires a 5,000-word written critical review of the background literature, concluding with a specific Honours or Masters Thesis proposal of approximately 2,000 words. This combined document constitutes 100% of the assessment.

23905 THESIS IN FINANCE AND ECONOMICS (F/T)

23906 THESIS IN FINANCE AND ECONOMICS (P/T)

Prerequisites: 23901 Advanced Business Forecasting, 23902 Advanced Macroeconomics, 23903 Advanced Microeconomics, 25901 Futures and Options, 25902 Advanced Finance

This subject content of the Thesis can be theoretical or applied research (provided that the applied research has a discernable conceptual structure). Alternatively, it can be secondary or primary research and, if primary, can take the form of a case study, survey or experiment.

24201 PRINCIPLES OF MARKETING

This subject develops an understanding of the organisation and operation for the distribution of goods and services to all sectors of the economy. Marketing methods pertinent to manufacturers, primary producers, wholesalers, retailers and co-operative institutions are studied. Emphasis is placed on the main types of decision making that the marketing executive has to meet in his or her efforts to co-ordinate the aims and resources of the firm with the market demand.

24301 MARKETING MANAGEMENT

Prerequisite: 24201 Principles of Marketing

This subject supplements the knowledge gained in Principles of Marketing. The emphasis is to develop knowledge and skill in managing marketing principles in the Australian environment. The major decisions facing marketing executives are examined through the case study method. This subject is principally designed for the non-marketing major.

24302 CONSUMER BEHAVIOUR

Prerequisite: 24201 Principles of Marketing

A review of behavioural science materials for insights into consumer behaviour and methods of studying consumer behaviour in the marketing context. The following areas are covered: conceptual approaches to consumer behaviour; research and measurement; environmental influences including cultural, social and reference groups; psychological influences including learning, perception, motivation, personality and attitudes; consumer decision-making processes and influences; and consumerism.

24304 PERSONAL SELLING

Prerequisite: 24201 Principles of Marketing

The course aims to develop competence and skill in personal selling. It explores relevant behavioural science contributions such as communication, motivation and interpersonal relationships. Current practice is critically reviewed, giving the student a frame of reference with which to assess the practically based literature which exists on the subject, including such areas as development of selling strategies, call objectives, selling steps, etc. A workshop segment, involving video replays, and interpersonal exercises, is employed to give students opportunities for personal exploration and interpersonal skills in group and selling situations.

24305 QUANTITATIVE ANALYSIS IN MARKETING

Prerequisites: 24201 Principles of Marketing, 21241 Business Statistics

This subject is designed to provide Marketing majors with a broad but practical perspective on the variety of quantitative tools of analysis at the disposal of the marketing decision maker. Where possible, computer workshops will supplement lecture material which covers quantitative methods/or techniques and data analysis.

24403 FUNDAMENTALS OF MARKETING RESEARCH

Prerequisite: 24305 Quantitative Analysis in Marketing

The study of the Fundamentals of Marketing Research is of significance to all students of business concerned with using information in decision making. This is basically a course in research methodology and covers all aspects of research design, primarily from a theoretical perspective. Marketing majors must take both this course and its complement 24503 Applied Marketing Research. Non-Marketing students may take both these courses as electives, subject to prerequisites.

24404 SALES ADMINISTRATION

Prerequisite: 24305 Quantitative Analysis in Marketing

The objective of this course is to introduce students to the structure and function of the sales operation in consumer, industrial and financial services firms. Topics include motivation control; selection; training; allocation.

24405 RETAILING MANAGEMENT

Prerequisite: 24302 Consumer Behaviour

The subject studies the nature and importance of retailing in the marketing function. It involves a study of the functions of buying, stock planning, inventory control, mark-up, stock control, pricing, style merchandising, advertising and personnel. It further emphasises the importance of store location, store layout, departmentalisation, management control and the use of the computer in retailing.

24407 INTERNATIONAL MARKETING

Prerequisite: 24201 Principles of Marketing

The subject of International Marketing is approached from a broad conceptual viewpoint incorporating the market concept into the framework of the world marketplace. Within an analytical and decision-making framework the course considers such aspects as the environmental factors (economic, cultural, political, legal) affecting the marketing system, comparative marketing systems, business customs and practices, international marketing strategies, manpower management, and co-ordination and control of world marketing operations.

24410 INDUSTRIAL MARKETING

Prerequisite: 24403 Fundamentals of Marketing Research

The objective of the course is to provide a conceptual framework for the practice of industrial marketing in the Australian environment. Functional aspects covered include the character of industrial markets in general, value analysis, channel concepts, planning, pricing, promotion, physical distribution, objective-setting and control. A class project centres on the introduction of a series of assigned industrial products to the local market, including initial surveys, evaluation of opportunities, and the development of viable distribution structures for each of the products studied.

24411 ADVERTISING MANAGEMENT

Prerequisite: 24201 Principles of Marketing (required), 24302 Consumer Behaviour (recommended)

Topics: overall planning of advertising and promotions; marketing objectives and the budget; target audience action objectives; communication objectives; creative strategy; promotion strategy; media strategy and the media plan.

24503 APPLIED MARKETING RESEARCH

Prerequisite: 24403 Fundamentals of Marketing Research

This subject aims to consolidate and operationalise the theoretical aspects of the marketing research process covered in Fundamentals of Marketing Research. Participants are required to find and document a real-life marketing situation which warrants investigation and to design and implement a program of research. The orientation of the course is decidedly practical and participants are required to develop and maintain close liaison with the client organisation providing the marketing problem/opportunity situation. Extensive use of the computer is expected of all participants. The course provides participants with an opportunity for exposure to marketing practice in general.

24506 MARKETING STRATEGY

Prerequisite: 24403 Fundamentals of Marketing Research

This subject involves an intensive study of management decision making within marketing with emphasis on the external environment. Considerable emphasis is placed on the development of marketing strategies involving the marketing mix, the formulation of strategic plans and the integration of marketing with other functional areas of business. Students are assigned a number of outside readings in professional journals for class discussion. Skills in the specification of marketing problems and their

analysis and solution are developed through Australian and overseas case studies. This subject serves to integrate knowledge gained in previous marketing subjects.

24510 ADVERTISING RESEARCH METHODS
Prerequisites: 21241 Business Statistics, 24411 Advertising Management

Topics: advertising strategy research; advertising content research; ad testing; campaign evaluation (tracking) research.

This course covers qualitative and quantitative methods of advertising research relevant to the development, testing, and evaluation of advertising campaigns.

24512 MARKETING DECISION MODELS
Prerequisite: 24305 Quantitative Analysis in Marketing

The main objectives of this subject are: to use concepts introduced in Principles of Marketing and Consumer Behaviour in building models of marketplace phenomena; to develop and test models of marketplace behaviour in the light of real data; to demonstrate the practical value of model building to the marketing practitioner by way of case analysis or project work; and to utilise microcomputers as a marketing decision-making tool.

Topics: the nature of marketing decision; complexity in marketing decision making; mathematical approach to marketing; model building in marketing; determining objectives in marketing decision modelling; linear and dynamic effects in marketing; model calibration; marketing policy evaluation; consumer behaviour models including Bettman, Howard and Sheth, perceptual evaluation models, attitude and preference models, choice models, organisational buying models including Sheth, Webster, Wind, Choffray, Lilien models; market segmentation modelling; normative theory in segmentation; market segmentation in practice; marketing mix modelling; microcomputer applications will be stressed throughout; decision support systems.

24513 MARKETING OF FINANCIAL SERVICES
Prerequisite: 24201 Principles of Marketing

Because of deregulation, firms in the finance sector have much greater flexibility in the financial services they provide and in the way they are marketed. The aim of this subject is to examine the way financial services are marketed and to apply marketing principles in an innovative way to the services offered by the financial sector.

24517 CONTEMPORARY ISSUES IN INTERNATIONAL MARKETING
Prerequisite: 24407 International Marketing

This subject enables students to build upon their knowledge gained in the subject International Marketing by focusing attention on specific conceptual and empirical issues. The teaching method involves small group seminars with the content of each seminar being dictated by the appropriate and relevant international marketing issues of the day.

24518 INTERNATIONAL MARKETING COUNTRY STUDY

Prerequisite: 24407 International Marketing

This subject aims to broaden and develop students awareness and appreciation of the different environmental contexts of international marketing as well as developing their practical skills in various international marketing research activities. The subject comprises three stages: a product/market/country situation analysis; a study tour of one or more countries; and the preparation and presentation of a comprehensive report.

24601 CONTEMPORARY ISSUES IN MARKETING MANAGEMENT

Prerequisite: Undertaking Marketing Major

This subject is designed to permit advanced students in the School of Marketing to develop their marketing knowledge more fully and to study contemporary issues in a flexible format. The small group seminar approach is utilised with the content of each seminar being dictated by the appropriate and relevant marketing issues of the day.

24603 MARKETING MANAGEMENT PROJECT
Prerequisite: 24506 Marketing Strategy

This subject is designed to enable students in the Marketing Major to apply their knowledge to a particular marketing management problem within a business organisation by means of:

1. Developing a project proposal outlining the methodology for in-depth investigation of a marketing management problem.
2. Exposing students to a marketing environment where information may be synthesised and discussed.
3. Analysing primary and secondary data gathered from the client organisation and outside sources.
4. Preparing an oral and written report of the project approach and findings.

24604 ADVERTISING PROJECT
Prerequisite: 24510 Advertising Research Methods

Students are required to conduct a comprehensive advertising project for an advertising agency or advertiser client.

Topics: response to client's brief; advertising strategy statement; creative development and ad testing; media plan; presentation to client.

24607 INTERNATIONAL MARKETING MANAGEMENT PROJECT

Prerequisites: 24407 International Marketing, 24517 Contemporary Issues in International Marketing

This subject is the final stage capstone subject of the sub-major in International Marketing, in which the students conceptual and empirical coursework in International Marketing is brought together in a substantial, applied project. Students select the area of study for the project and spend twelve weeks of the semester conducting and preparing the project for assessment by the school of

marketing and the client organisations. Throughout the semester progress reports are required and counselling sessions conducted.

24701 CONTEMPORARY MARKETING MANAGEMENT

To present a clear, realistic, and contemporary perspective of marketing is an objective of this course. Accordingly, 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. 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, theories, courses and curricula.

24702 MARKETING THEORY AND PRACTICE

The objective of this survey subject is to introduce the student to the field of marketing. It presents the functional, societal and managerial dimensions of marketing through lectures, article reviews and actual case examples, and gives students an appreciation of the interrelated nature of marketing variables and systems.

24710 BUYER BEHAVIOUR

The purpose of this subject is to provide insight into buyer behaviour as the foundation for marketing strategy. Individual and social determinants of buyer behaviour are examined within an overall conceptual framework that includes information processing, learning, motivation, attitudes, personality, lifestyle, and social and cultural group influences. Consumer and industrial buyers are also considered.

24712 MULTINATIONAL MARKETING

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 is 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
Prerequisites: 24201 Principles of Marketing, 24305 Quantitative Analysis in Marketing

The objective of this course is to introduce students to the structure and function of the sales operation in consumer, industrial and financial services firms.

Topics include motivation control; selection; training; allocation.

24720 MARKETING RESEARCH

This subject aims to provide 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 provides a basis for discussion and development of research methodology.

The subject 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 further contributes to the students understanding of the problems and potentials inherent in the collection and analysis of marketing data.

24730 ADVANCED MARKETING MANAGEMENT

This capstone subject integrates knowledge gained in the Graduate Diploma in Marketing. The objective of this subject is to develop the student's ability to apply principles of decision-making to problems in marketing management. 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
Prerequisite: 24201 Principles of Marketing (required), 24302 Consumer Behaviour (recommended)

Topics: overall planning of advertising and promotion; marketing objectives and the budget; target audience action objectives; communication objectives; creative strategy; promotion strategy; media strategy and the media plan.

24734 MANAGERIAL MARKETING
Prerequisite: 23703 Economics for Management

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
Prerequisite: 24201 Principles of Marketing (required), 24302 Consumer Behaviour (recommended)

Topics: overall planning of advertising and promotion; marketing objectives and the budget; target audience action objectives; communication objectives; creative strategy; promotion strategy; media strategy and the media plan.

24737 MARKETING INFORMATION MANAGEMENT

Prerequisite: 24734 Managerial Marketing

This subject provides a comprehensive coverage of the topic of information in a marketing management context. The concept of the marketing information system provides a basis upon which detailed treatment of specific issues in information generation, organisation, dissemination and use are built. A major portion of the subject deals with marketing research methodology as applied to the marketing management decision-making context. There is a project requirement in this subject in order to ensure that practical aspects of research methodology are appreciated by participants.

24738 INTERNATIONAL MARKETING MANAGEMENT

Prerequisite: 24734 Managerial Marketing

The programme first deals with conceptual matters relating firms to international markets. Using this knowledge, issues associated with developing practical marketing strategies appropriate to different world markets are analysed in detail.

Topics covered include the international marketing environment, comparative marketing systems, marketing strategies for different markets and the management of informational operations. The case study approach is widely used.

24742 NEW PRODUCT MANAGEMENT

Prerequisites: 24702 Marketing Theory and Practice, 22740 Accounting for Marketing, 24720 Marketing Research

The purpose of this subject is to expose students to the literature on, and the nature of, the marketing task involved in the development and launch of new products. Students are 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.

24780 READINGS IN MARKETING

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 Specialty Strand in the MBA programme. Therefore the subject chosen should be related to other subjects within the chosen Strand.

24790 BUSINESS PROJECT - Marketing

The project should preferably be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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.

24901 ADVANCED THEORY IN MARKETING

Advanced Theory in Marketing is designed to provide an overview of the theoretical underpinnings of the marketing process. The major alternative theoretical paradigms applicable to marketing are examined along with the historical development of these paradigms.

24902 RESEARCH METHODS IN MARKETING

The course is designed to review quantitative and qualitative research methodologies appropriate to marketing. In addition univariate, bivariate and multivariate statistical techniques will be examined.

24903 READINGS FOR THESIS IN MARKETING

The aim of this course is to facilitate the undertaking of a comprehensive literature search relevant to the research topic chosen by the student.

24904 THESIS IN MARKETING (F/T)

24905 THESIS IN MARKETING (P/T)

The objective of the subject Thesis in Marketing is to provide a structure to facilitate the progress through the research programme. Monitoring and feedback are the main functions.

25201 PERSONAL INVESTMENT

Prerequisites: 22101 Financial Accounting 1, 23105 Microeconomics

Personal Investment aims to provide an understanding of the process and strategies of investing from the viewpoint of the personal investor and the personal investment adviser.

Students are exposed to: general investment concepts; principles of financial and investment planning; the market environment; taxation and regulation of investment; sources of information and investment advice; managing investment in shares, fixed income securities, property, managed investments, futures, options, and collectables; portfolio management and performance evaluation.

25301 FINANCIAL MANAGEMENT

Prerequisites: 22101 Financial Accounting 1, 22202 Financial Accounting 2, 23105 Microeconomics

This subject introduces the field of Business Finance and provides the basic framework essential to an understanding of subsequent Finance subjects. The subject aims to develop an understanding of the firms investment, financing, and dividend decisions consistent with the normative goal of shareholder wealth maximisation, as well as discussing the Australian institutional framework.

The analytical techniques which may be applied to a number of areas of financial decision making are also introduced.

25302 DECISION SUPPORT SYSTEMS FOR FINANCE & ECONOMICS

Prerequisite: 23105 Microeconomics

The objective of the subject is to provide students with the skills necessary to develop and implement decision support systems in the economics and finance area.

25401 FINANCIAL MANAGEMENT AND POLICY

Prerequisite: 25301 Financial Management

The subject consolidates and reinforces financial management investment and financing decisions. Special topics are studied in depth.

Topics: risk (return relationships); modern portfolio theory; capital asset pricing model (CAPM); project analysis; market efficiency; dividend and debt policies; leasing; mergers; corporate failure; international financial management.

25403 THEORY OF GENERAL INSURANCE

Prerequisite: 21241 Business Statistics

The objective of this subject is to develop students' competence in the application of statistical and quantitative methods to the range and pricing of general insurance products and in the application of underwriting principles to the management of an insurance portfolio.

Topics: 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

Prerequisite: 21241 Business Statistics

The scope of the subject is to develop an understanding of the legislative 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 coming on to the marketplace.

Topics: types of life insurance contracts (individual or group), product composition, development and charging, life insurance legislation, underwriting, claims management, financial management, investment, marketing and administration.

25405 VENTURE CAPITAL FINANCE

Prerequisite: 25301 Financial Management

To introduce the new and rapidly expanding field of venture capital finance, to provide an understanding of venture capital market and to develop an insight into the process of venture capital financing in the Australian and selected overseas market.

Students are exposed to: nature of venture capital; background to the development of the venture capital

market; role of Government initiatives and private sector participation in the supply of venture capital; taxation incentives; types of venture capital finance; policy issues; the process of venture capital financing from the user's and the supplier's perspectives; optimum sources of venture capital finance; structuring financial deal and venture capital portfolio management; corporate venture and other recent international developments in venture capital.

25412 COMMERCIAL BANKING AND FINANCE

Prerequisite: 25301 Financial Management

This subject introduces students to the changing banking environment; develops an understanding of financial decision making in banking; and develops decision-making skills in policy formulation and implementation.

Topics: the nature of commercial banking; bank performance evaluation; liquidity management; capital adequacy; interest rate risk management; bank financial statement analysis; uses of futures, options, swaps and FRAS; management of commercial banks.

25501 FINANCIAL PLANNING MODELS

Prerequisites: 25401 Financial Management and Policy, 25302 Decision Support Systems For Finance and Economics

This course deals with the design and development of a financial planning model. A systems approach is used to integrate the financial planning process in both the corporate and public spheres. The subject looks at models developed and the process of development for use in business applications.

25505 SECURITIES MARKET REGULATION

Prerequisite: 25541 Financial Institutions and Markets

This course examines the theories of regulation and provides a framework to evaluate the effect of regulatory policy of economic and financial activities in the capital markets. Specifically, issues related to the effect of regulatory policy on the economic activities of financial institutions and intermediaries, takeovers, insider trading, information disclosure and stock exchanges are addressed. Laws relating to the securities market are also examined in depth.

25510 CURRENT ISSUES IN FINANCE

Prerequisite: 25521 Investment Analysis and Portfolio Management

This course provides a rigorous understanding of corporate financial decisions in the Australian financial market. Topics include: capital market instruments, capital structure, risk management, corporate restructuring/reorganisation, and tax planning.

25513 ISSUES IN BANKING

Prerequisite: 25412 Commercial Banking and Finance

This subject deals with important and recent developments in banking not already covered in other required subjects. Topics include: the electronic transfer system, third world

debt and overseas lending generally by banks, market deregulation; cash flow lending; futures and options; prudential supervision of banking; management of change in banking.

25521 INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT

Prerequisite: 25401 Financial Management and Policy

This subject introduces the theoretical framework and the practical techniques associated with the analysis and management of investment in financial assets. Topics include security valuation, portfolio theory, portfolio selection and management techniques, investment in shares, fixed interest securities, options and futures.

25531 INTERNATIONAL FINANCE

Prerequisite: 25401 Financial Management and Policy

This subject deals with the international financial environment as applicable to the corporate treasurer and banker as well as individual. Topics include: foreign exchange and money markets, international capital markets, foreign exchange risk, interest rate risk swaps, currency options and futures, and investment decision making in an international setting, including returns and risks.

25541 FINANCIAL INSTITUTIONS AND MARKETS

This subject develops a conceptual framework to examine the structure and the function of the Australian financial institutions and markets, and provides a description of these markets in the current environment.

25552 REINSURANCE

Prerequisite: 25403 Theory of General Insurance

This subject examines the role of reinsurance with respect to the need for risk spreading, protection of insurers funds and specialising in underwriting return. Legal principles, types of reinsurance contract, forms of reinsurance are treated in some depth.

Also of importance is a thorough treatment of treaty reinsurance, proportional treaties, non-proportional treaties, fire reinsurance, liability reinsurance. The subject then discusses various aspects of personal accident, motor vehicle, marine hull, marine cargo, marine pleasure craft as well as considering treaty accounting, financial aspects and legislation and the general area of reinsurance markets.

25553 RISK MANAGEMENT

Prerequisites: 25403 Theory of General Insurance

The objective of this course is to offer a framework of risk management within the corporate environment and to develop an understanding of the operational aspects of risk management programmes ranging from the techniques of stating objectives, the determination of funding mechanisms, the development and use of information systems. The detailed examination of selecting the optimum risk funding mechanism and creating both pre-loss and post-loss control programmes are introduced. The subject then centres on risk management information

systems, the internationalisation of risk management, particularly decentralised versus centralised risk management practices, local insurance cover versus world-wide cover and the use of captive insurers. There is also an in-depth analysis of problem solving and preparation of risk management programmes.

25554 SUPERANNUATION AND RETIREMENT PLANNING

Prerequisites: 25301 Financial Management, 25541 Financial Institutions and Markets

The objective of this subject is to develop an advanced level of understanding of superannuation and retirement-type products offered by the life insurance industry. The scope of understanding includes: product knowledge, taxation implications, investment practices, administration practices, actuarial reviews and developments that are currently taking place.

There is a detailed examination of superannuation plans and retirement benefits including death and disability, member contributions and withdrawals, retrenchment and vesting. Taxation implications cover employer sponsored, non-employer sponsored funds. There is an intensive look at investments, investment strategy, criteria, and methods; this includes the self invested, portfolio management, pooled funds, life office sector funds and an extension to selection of investments, performance measurement and split funding.

The subject also takes note of trustees responsibilities, duties and powers of trustees, individual and corporate trustees. Various current developments are discussed including: union involvement, taxation guidelines, loan-back limitations, the effect of past receipts on benefits and contributions and annuity legislation.

25601 BANKING AND LENDING PRACTICE

Prerequisites: 25412 Commercial Banking and Finance

The objectives of this course are to give students an understanding and appreciation of sound and practical banking practices, including lending, international trade, current issues, legal matters.

Topics: banker-customer relationship; negotiable instruments; lending - loan types, mortgages property; lending - securities, documentation; lending - balance sheet analysis; lending - managing advances; international trade - exchange rates, payment mechanisms; international trade - risk assessment.

25705 DECISION AND FORECASTING SYSTEMS

Corequisite: 25742 Financial Management

The general objective of this subject is to provide each student with skills in the use of a personal computer. The major objectives are to develop each students ability to make intelligent use of forecasting and financial planning models, and to develop and implement decision support systems.

25721 INVESTMENT MANAGEMENT

Prerequisite: 25742 Financial Management

This course introduces the conceptual and theoretical framework of the portfolio approach for investment in financial assets. It also covers the application of portfolio and security analysis.

Topics: portfolio theory; capital market theory; efficient market hypothesis; portfolio approach to investment decisions; shares; options; futures; fixed interest securities; portfolio management; performance evaluation.

25731 INTERNATIONAL FINANCIAL MANAGEMENT

Prerequisite: 25742 Financial Management

This subject concerns international financial management perspectives of the corporate treasurer, banker and individual. Topics include: foreign exchange risk, interest rate risk, swaps, currency options and futures and the management of that risk in portfolios. International capital markets - Euronotes, Eurobonds, Eurocurrencies and the flow of capital across borders. Financing and investment decision making in an international firm, including returns and risks. Examination of case study problems.

25741 CAPITAL MARKETS

This subject 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

Prerequisites: 21710 Quantitative Methods, 22726 Accounting and Financial Administration, 23703 Economics for Management

This subject examines the tools of finance, investment decision making - capital budgeting techniques; financing decision making - capital market; and in-depth examination of special topics.

Topics: financial mathematics; principles of capital investment; capital budgeting and problems; project analysis; market efficiency; Australian capital markets; leasing; mergers; international finance.

25743 CORPORATE FINANCIAL ANALYSIS

Prerequisite: 25742 Financial Management

The subject introduces students to the latest developments in corporate banking financial analysis including assessment of financial statements for lending and investment purposes. As tools in this process, computer-based financial modelling systems will be applied for financial planning purposes.

25744 CURRENT ISSUES IN FINANCE

Prerequisite: 25721 Investment Management

This course provides a rigorous understanding of corporate financial policies in the current market environment. Topics include financial theory and evidence: capital

structure; debt and risk management; mergers and acquisitions; tax planning.

25751 COMMERCIAL BANKING AND FINANCE

This subject introduces students to the changing banking environment; develops an understanding of financial decision making in banking; and develops decision-making skills in policy formulation and implementation.

Topics: the nature of commercial banking; bank performance evaluation; liquidity management; capital adequacy; interest rate risk management; bank financial statement analysis; uses of futures, options, swaps and FRAs; management of commercial banks.

25752 BANKING AND LENDING PRACTICE

Prerequisite: 25751 Commercial Banking and Finance

The objectives of this course are to give students an understanding and appreciation of sound and practical banking practices, including lending, international trade, current issues, legal matters.

Topics: banker-customer relationship; negotiable instruments; lending - loan types, mortgages 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

Prerequisites: 25751 Commercial Banking and Finance, 25752 Banking and Lending Practice

This subject deals with important and recent developments in banking. Topics include: telecommunications and banking; managing exchange risk; cash flow lending; futures and options; prudential supervision of banking; management of change in banking.

25764 VENTURE CAPITAL FINANCE

Prerequisite: 25742 Financial Management

To provide an indepth understanding of the venture capital market and to develop 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.

25780 READINGS IN FINANCE

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 Specialty Strand in the MBA program. Therefore the subject chosen should be related to other subjects within the chosen Strand.

25790 BUSINESS PROJECT - Finance

The project should be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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

The project should be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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.

25901 FUTURES AND OPTIONS

Prerequisites: 25521 Investment Analysis and Portfolio Management, 25531 International Finance

Advanced analysis and examination of futures and options theories, prices and markets. Agricultural and metallurgical futures contracts. Bond primers and interest rate futures particularly contracts, pricing speculation, efficiency, hedging, immunisation etc. Stock Index futures, foreign exchange futures. An in-depth evaluation of option primers including pricing, speculation, hedging with options, basic pay-off patterns and distributions, option models.

25902 ADVANCED FINANCE

Prerequisites: 25401 Financial Management and Policy, 25521 Investment Analysis and Portfolio Management

Extensive examination of the underlying theory of the equilibrium mean-variance capital asset pricing model (CAPM) and arbitrage pricing theory (APT). An in-depth study of the essential uses of these theories in corporate finance and portfolio management. Advanced application to capital budgeting, capital structure, security analysis and investment performance, mergers, and acquisition, and multi-period mean-variance models.

26700 MASTER OF BUSINESS BY THESIS (FULL TIME)

26701 MASTER OF BUSINESS BY THESIS (PART TIME)

26790 BUSINESS PROJECT - International Business

The project should be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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.

26791 BUSINESS PROJECT - Specialised

The project should be undertaken in an organisational setting and should be integral to the elective subjects in the Specialty 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.