

# IMPORTANT INFORMATION FOR STUDENTS

1. This Degree Planner is applicable to students who commenced their studies with UOWD in Autumn 2004 or later. Students who joined the university prior to this time must contact an Academic Advisor.
2. **Enrolment is the student's responsibility.** Students must check SOLS on a weekly basis to verify their enrolment status and inform the Registrar of any changes to the status.
3. Students are advised to follow the subject sequence and consult with an Academic Advisor every semester.
4. Students must check the Final Exam timetable for clashes before enrolling. Changes to the Final Exam timetable are not possible.
5. Students must ensure that they have met the pre-requisite requirements for a subject before enrolling. Failure to do so will result in automatic removal from the subject.
6. It is not possible to enrol in a subject after the second week of the session, except with permission from the College Chair and in exceptional circumstances only.
7. Manual enrolment forms must be submitted to the Registrar by the student within 5 days from approval by the College Chair. Students who fail to do so will not be permitted to enrol in the subject after this time period has expired.
8. Students must make themselves familiar with the University's policies and rules.

**COLLEGE OF BUSINESS**  
University of Wollongong in Dubai  
my.uowdubai.ac.ae

# **DEGREE PLANNER**

**AUTUMN SESSION 2008**

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## **WELCOME FROM THE CHAIR - COLLEGE OF BUSINESS**

Dear Students,

Welcome to the Autumn 2008 semester and, to our new students, a warm welcome to the University of Wollongong in Dubai and our campus. You are now part of the “UOWD family” which consists of approximately 2,500 students from more than 80 countries.

At the College of Business, our aim is to equip you with the diverse skills and knowledge that you require to have a successful professional career in the corporate world. To do this, we have developed programs and subjects that will not only teach you the theory, but also allow you to put it into practice. To maximize your academic potential, you need to demonstrate a commitment to your studies. We are here to help you build the foundation for your future career, which requires your active participation and steadfast dedication. This means attending class regularly, taking part in discussions and activities, working together in teams, completing assignments on time and developing regular study habits. Your lecturers, tutors and many other people at the university will provide you with the support you need to do this, however, at the same time, you need to take responsibility for your learning and development. Education involves both teaching and learning, requires both a teacher and a student! During your studies you will be challenged and supported so that you can learn and develop your competencies and expertise.

The purpose of the Degree Planner that you are holding in your hands is to guide you through your career as a student. Make yourself familiar with it. It contains important information about your degree, the subjects you will enroll in and the university’s rules and regulations. The last section of the Degree Planner allows you to write down your personal degree plan based on the recommended subject sequence, which you are strongly encouraged to follow. You can also make a note of your class timings, assessment due dates and final exam information in the last section. Remember – this is your plan for success! Don’t stray from it.

The previous page provides you with the contact information for the people who can help you and support you during your studies. Please meet with an Academic Advisor to discuss your progress on a regular basis. They can assist you with your degree plan. If you are having difficulties with academic skills such as preparing for exams, managing your time, or writing essays and reports, visit the PELT office to find out which workshops you can attend to improve your study habits. If you have any suggestions for activities we can organize to enrich your learning experience, please let us know.

Best wishes for a successful and productive Autumn 2008 semester!

*Chair, College of Business*

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## **ABOUT THE COLLEGE OF BUSINESS**

The faculty of the University of Wollongong in Dubai is dedicated to excellence in teaching, research and service. We are preparing tomorrow's leaders today by offering top quality undergraduate programs in a number of discipline areas. The College of Business programs include:

- Bachelor of Business Administration (BBA)
- Bachelor of Commerce – Marketing
- Bachelor of Commerce – Management
- Bachelor of Commerce – Accounting
- Bachelor of Commerce – Finance
- Bachelor of Commerce – Human Resource Management
- Bachelor of Commerce – International Business (new degree on offer)

The BBA program provides students with a broad knowledge in all areas of business, while the Bachelor of Commerce programs allow students to specialize in their area of interest. The College of Business Degree Planner has been developed to provide you with relevant information concerning your degree and a structure to assist you in planning your program of study.

### **1.1 Academic Responsibilities of the College of Business**

The College of Business deals with all academic matters related to undergraduate business programs at UOWD, which include the following:

1. Academic advice about programs, majors and subjects
2. Approvals for enrolment and withdrawal of subjects after the general deadlines (in exceptional circumstances only)
3. Approvals to change a degree program
4. Advanced standing (equivalency only)
5. Attendance requirements
6. Supplementary final exam requests
7. Requests for re-evaluation of final exams
8. Academic issues regarding delivery of subjects

**All other issues (SOLS, enrolments, graduation eligibility, visas, etc.) are the responsibility of the Registrar's unit.**

### **1.2 Contacting the College of Business**

#### **General College Enquiries**

All enquiries related to the responsibilities of the College of Business should be directed to the College Co-ordinator in the first instance. The College Co-ordinator will refer the case to the College Chair as required. Students who wish to meet with the College Chair should make an appointment with the College Co-ordinator.

#### **Academic Advice Enquiries**

Academic advice is an integral part of university education and allows each student to achieve a meaningful and successful educational experience. For all enquiries related to academic advice students should contact the College of Business Academic Advisors as listed at the beginning of this Degree Planner. Academic Advisors are available during their office hours which are posted on their office door. Students are not required to make an appointment to meet with the Academic Advisors, except if they wish to meet outside the advisor's regular office hours. Please check the MyUOWD website for information about Academic Advisors on duty before the semester begins.

#### **Subject Enquiries**

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**APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS**

Correct at the time of printing and subject to change without notice.

The University reserves the right to withdraw a subject, tutorial group, workshop or computer lab class due to insufficient enrolment

Any enquiries related to individual subjects (e.g. assignments, lecture and tutorial materials, attendance, etc.) should be directed to the subject lecturer during their office hours which are available in the Subject Outline and also posted on their office door. Students may also make appointments to meet with a subject lecturer outside regular Consultation Hours if necessary. In this instance, students should contact the lecturer by e-mail or telephone to make an appointment.

**Program Enquiries**

Students who have general questions about a particular program of study can meet with the Program Co-ordinator. Program Co-ordinators are available by appointment only.

Bachelor of Business Administration	Dr Mohammad Khalili MohammadKhalili@uowdubai.ac.ae
Bachelor of Commerce – Accounting	Dr Munir Lutfi MunirLutfi@uowdubai.ac.ae
Bachelor of Commerce – Finance	Dr Naeem Muhammad NaeemMuhammad@uowdubai.ac.ae
Bachelor of Commerce – Human Resource Management	Dr Jayashree Payyazhi PayyazhiJayashree@uowdubai.ac.ae
Bachelor of Commerce – Management	Dr Sumit Mitra SumitMitra@uowdubai.ac.ae
Bachelor of Commerce – Marketing	Dr Melodena Balakrishnan MelodenaBalakrishnan@uowdubai.ac.ae
Bachelor of Commerce – International Business	Dr Arijit Sikdar ArijitSikdar@uowdubai.ac.ae

**1.3 College of Business Website**

Any important information related to the College of Undergraduate Studies will be available through the MyUOWD website:

**<http://my.uowdubai.ac.ae>**



Students are strongly advised to check the MyUOWD website and noticeboard on a regular basis for important information about subjects, classes and timetables. It is the students' responsibility to ensure they contact the University regarding any problems and information that they require. Please contact the ITTS department in Block 5 if you are having problems with accessing MyUOWD.

The following is available on the College website:

**Subject Folders**

Each subject folder contains lecture noters, slides and any additional materials. Students are advised to check their subject folders for updated materials, notices and other information provided by the lecturer on a daily basis. Click on the *My Subjects* link to get to the subject folder.

### **Timetables**

All of the timetable information related to class timings and dates of final exams can be downloaded from the MyUOWD website by clicking on the *Timetables* link. The timetables are posted on this site before the start of the semester and **it is the students responsibility to check the class timings and the final exam dates BEFORE enrolling in a subject** to ensure that there are no clashes. It is not possible to enrol in two subjects which have clashes in the class timings or in the final exam dates. Once the timetables have been published and finalised, it is not possible to make changes to timings,

### **Notices**

Regular notices are posted on the College of Business website to inform students about upcoming changes and any other relevant information. **Students must check the Notices on the website at least once per day.** Any information about re-scheduling of classes due to holidays, start of enrolments and unscheduled public holidays are also posted on the Notices section of the website.

### **Policies and Rules**

The website provides a comprehensive list of all the policies that govern conduct at the university. **It is the students' responsibility to become familiar with all of the relevant policies**, including (but not limited to):

- Assessment Policy - Incorporating Special Consideration and Minimum Rate of Progress
- Plagiarism Policy
- Ethical Code of Conduct- Students
- Special Consideration and Supplementary Examinations
- Academic Grievance Policy

Please note that some policies can only be accessed from a computer on campus. Click on the *Policies* link for more information.

## **1.4 College of Business Noticeboards**

In addition to the MyUOWD website, any relevant College information is also posted on College of Business noticeboards around the campus. The main noticeboard is located outside the College Office (Room 2-24) in Block 15. Students are strongly encouraged to check these noticeboards on a regular basis to ensure that they are aware of any changes and information that is relevant to them.

## GENERAL INFORMATION FOR STUDENTS

This section provides a general overview of the relevant information and policies related to studying at UOWD. Students should refer to the Student Calendar and Handbook available on the UOWD website for detailed information.

### 2.1 Session Calendar and Dates

Please note that the session calendars listed below are draft versions and subject to change. Students must check the UOWD website ([www.uowdubai.ac.ae](http://www.uowdubai.ac.ae)) and follow the *Current Students* link, then *Important Dates* for the most up-to-date version of the calendar and dates. Classes and examinations may be affected by public holidays and notices for make-up dates will be posted on the MyUOWD website. Please note that make-up classes may be held on Saturdays.

#### Autumn Session 2008

August 14, 2008	Pre-Enrolment period
August 30, 2008	Orientation and Enrolment Day (New students only)
Sept 4, 2008	Last day for payment of subject fees
<b>Sept 7, 2008</b>	<b>Classes commence</b>
Sept 18, 2008	Last day for enrolment in subjects
Sept 28, 2008 *	Eid Al Fitr break (one week)
Oct 23, 2008	Last day for withdrawal from subjects without academic penalty (FAIL grade)
<b>December 11, 2008</b>	<b>Last day of session/start of study break</b>
December 16, 2008	Examinations commence
December 29, 2008	Examinations end

\* Eid Break: The dates are subject to the sighting of the moon and are therefore subject to change

#### Spring Session 2009

December 15, 2008	Pre-Enrolment period
January 3, 2009	Orientation and Enrolment Day (New students only)
January 8, 2009	Last day for payment of subject fees
<b>January 11, 2009</b>	<b>Classes commence</b>
January 22, 2008	Last day for enrolment in subjects
March 8 - 14, 2008	Mid-Semester break
March 19, 2008	Last day for withdrawal from subjects without academic penalty (FAIL grade)
<b>April 16, 2008</b>	<b>Last day of session/start of study break</b>
April 22, 2008	Examinations commence
May 2, 2008	Examinations end

#### Important information regarding session dates

1. Students can add/withdraw from subjects through SOLS until the last day of the second week of the semester. No new subjects can be added after this date.
2. Students who have not paid their fees by last date for payment will be automatically withdrawn from the subjects for which the fees are outstanding. Students will not be allowed to enrol in those subjects again in that particular semester.
3. Students will not be allowed to withdraw from a subject without academic penalty (i.e. a FAIL grade) after the specified date.
4. Students who withdraw may obtain a fee refund or transfer the fees to the following semester subject to conditions. A portion of the fees may be refunded/transferred depending on the subject withdrawal date. Students should consult the Registrar's department and Cashier for additional information.
5. The University offers several payment options for tuition fees. Students opting for a specific payment plan will receive a schedule of due dates for payments each semester from the Cashier.



## 2.2 Academic Advising

All students must consult with an Academic Advisor **at least once every semester**, and before enrolling in any subjects. The role of the Academic Advisor is to assist students with their degree planning and ensure that students are following the recommended subject sequence. Students are expected to initiate and maintain contact with Academic Advisors to discuss their progress and academic performance. Academic Advisors provide help with the following:

- Degree planning
- Selecting the right subjects to enroll in each semester
- Giving advice with choosing electives
- Approving program (degree) changes
- Assistance with selecting a major
- Providing information about academic resources at UOWD
- Clarifying academic policies and graduation requirements

It is the students' responsibility to seek answers to their questions, check SOLS on a regular basis to verify the status of their enrolment, adhere to scheduled appointments and follow through on recommendations made by Academic Advisors.

## 2.3 Student Services

The Student Services Department at UOWD seeks to create a healthy and enjoyable learning environment, while enriching the learning experiences for all UOWD students. The Student Services Department plays a vital role in campus community life. The Department provides career and personal counseling services and referrals, career development advice and placement assistance, student extracurricular activities, student clubs and associations, sports and recreational programs, health services, student residences and alumni services. For further information, students should refer to the SSD website: [www.uowdubai.ac.ae/ss](http://www.uowdubai.ac.ae/ss)

## 2.4 Program for the Enhancement of Learning and Teaching (PELT)

The Program for the Enhancement of Learning and Teaching (PELT) provides a range of learning development services aimed at improving student learning. Through workshops and seminars, students are encouraged to develop critical thinking and analysis skills, which in turn will enhance their academic potential. PELT offers regular learning development workshops which are free for all UOWD students. Workshop topics include the following:

- Conquer the Clock: Effective study time management
- Easing the Exam Experience: Coping with exam stress
- How to Write Better Essays: Introduction to Academic Writing
- Getting the Most Out of Group Work
- How to Make Your Reports More Professional: A Guide to Report Writing
- Avoiding Plagiarism: Harvard Referencing
- Tips for Getting Better Exam Grades

A full list of workshops on offer in a particular session is available on the PELT website. To register for a PELT workshop, students must send an e-mail to [PELT@uowdubai.ac.ae](mailto:PELT@uowdubai.ac.ae) and include their name, contact number and the title of the workshop they wish to attend.

Students can also make appointments with the PELT Co-ordinator for individual consultations by e-mail. Students are encouraged to visit the PELT website regularly for news and updates. We regret that PELT is unable to offer essay or report proofreading services (i.e. checking spelling and grammar).

### PELT Contact Information

**Room 2-07, Block 15**

Tel: (04) 390 0974

E-mail: [PELT@uowdubai.ac.ae](mailto:PELT@uowdubai.ac.ae)

<http://www.uowdubai.ac.ae/PELT>

## 2.5 ILIP

ILIP is an online course that introduces students to information technology and research skills. ILIP is compulsory for all new UOWD undergraduate and postgraduate students and must be completed in the first session of enrollment. It is recommended that students complete ILIP in the first few weeks of study to learn to use and understand the Library resources. Failure to complete the ILIP requirement will result in final marks being withheld until these requirements have been satisfied. For more information about ILIP, students should refer to the UOWD Library website: [www.uowdubai.ac.ae/library](http://www.uowdubai.ac.ae/library)

## 2.6 Plagiarism

Plagiarism means using the ideas of someone else without giving them proper credit. That someone else may be an author, critic, journalist, artist, composer, lecturer, tutor or another student. Severe plagiarism is defined as submitting work which is wholly copied from someone else without proper acknowledgement. Unintentional plagiarism can result if students do not understand and use acceptable scholarly methods of acknowledgement (in-text citation). In either case, whether intentional or unintentional, severe penalties may be imposed on the student. When it is desirable, or necessary, to use other people's material, students must ensure they include appropriate references and attribution. Students must ensure they are familiar with the Plagiarism policy which is available on the College of Business website.

**Plagiarism constitutes serious academic misconduct. Plagiarism will not be tolerated and may lead to expulsion from the University. Students must particularly take care to avoid unintentional plagiarism.**

## 2.7 TurnItIn

TurnItIn is an online text-matching system used by the University to prevent plagiarism. Students must submit all written assignments through TurnItIn which will generate an "Originality Report" indicating the sources used in the document. TurnItIn is available online at [www.turnitin.com](http://www.turnitin.com). To access TurnItIn, every student must have a TurnItIn account. It is the student's responsibility to create a TurnItIn account after they have been provided with a Class ID and password by their lecturer. This account should be used for the duration of the student's enrollment at UOWD. It is not necessary to create a new account every semester.

Failure to submit an assignment through TurnItIn will result in marks for the assignment being withheld. Students do not need to hand in a printed copy of the TurnItIn Originality Report unless requested to do so by the lecturer.

More information about TurnItIn requirements (including how to add a class) are provided in the first lecture of each subject. Students can also download Frequently Asked Questions (FAQs) about TurnItIn from the PELT website ([www.uowdubai.ac.ae/pelt](http://www.uowdubai.ac.ae/pelt)).

## INFORMATION RELATED TO ENROLMENT

This section provides a general overview of the relevant information and policies related to studying at UOWD. Students should refer to the Student Calendar and Handbook available on the MyUOWD website for detailed information. **Enrolment is the student's responsibility** and students must be aware of their enrolment status at all times. Any queries regarding enrolments should be directed to the Registrar's unit in the first instance.

### 3.1 Credit Point System

Credit points are a basic measure of workload. All subjects are given a credit point value, which is normally 6. To graduate, a College of Business student must accrue 204 credit points consisting of 60 credit points of General Education (GED) subjects and 144 credit points of program-specific subjects (core and electives). In addition to this, other rules apply. These are outlined in Sections 4.3 and 4.4 of this Degree Planner.

### 3.2 Subjects per Semester

College of Business students can use SOLS to enrol online in up to 5 subjects (equivalent to 30 credit points) every semester (except Summer), depending on subject availability. In exceptional circumstances, students who wish to enrol in 6 subjects must complete a manual enrolment form and submit it to the College Chair for approval.

### 3.3 Subject Sequence

Students must follow the subject sequence provided in this Degree Planner to complete the degree requirements. Students who fail to follow the prescribed sequence of subjects risk delaying their graduation, and meeting pre-requisite requirements. Students who fail a subject and, therefore, fall out of sequence, must see an Academic Advisor. Please note that failure to follow the subject sequence may result in timetable clashes and subsequently graduation delays.

### 3.4 Advanced Standing

Students registering for courses at UOWD may apply for advanced standing (specified credit, or exemption) on the basis of tertiary studies satisfactorily completed at other approved universities or colleges of advanced education, or at other approved tertiary educational institutions, prior to their enrolment at UOWD. For more information, students can refer to the Advanced Standing Policy on the MyUOWD website. Please note that students can only apply for Advanced Standing **before** they commence their studies at UOWD.

### 3.5 Enrolment using Student On-Line System (SOLS)

As a student of the UOWD you are provided with access to the Student On-Line System (SOLS). It is a vital tool in the management of your enrolment at the University. It provides you with a range of services including subject enrolment and withdrawal, exam marks, personal details, fee information and a range of other services.

#### How to access SOLS

All students are provided with what is known as a UNIX login and password when they commence their degree program. The login consists of the student's initials and a random number and the password consists of randomly generated characters. The password can be changed by visiting [www.uow.edu.au/student/it/myaccount](http://www.uow.edu.au/student/it/myaccount) (see "Managing your Password"). Students must use the UNIX login and password to access SOLS, which is available at [my.uowdubai.ac.ae](http://my.uowdubai.ac.ae). In case of problems with the login and password for SOLS, students must contact the Registrar's Office.

Re-enrolling (current) students are responsible for enrolling themselves using SOLS and maintaining an accurate enrollment record so that results can be properly declared at the end of

session. If a subject you are trying to enroll in is full, a Manual Enrollment form can be submitted to the College Chair for approval, after meeting with an Academic Advisor. Please note that approval for manual enrollment is not granted automatically.

To complete the manual enrolment process, students must do the following:

1. Fill in a Manual Enrolment form (available in triplicate – white, pink & yellow)
2. Meet with an Academic Advisor and get the Advisor's approval and signature.
3. Submit the form to the College of Business office (Room 2-24, Block 15) for the College Chair's approval.
4. Collect the form from the College of Business office within 24 hours. The College will retain the yellow copy of the form.
5. Take the form to the Cashier's unit and pay your fees.
6. Submit the form to the Registrar's unit within 5 days from the date of the College Chair's signature. The Registrar will retain the white copy and stamp the pink copy which is returned to the student. In case of any problems, students will be asked to provide the pink copy as evidence that they have submitted a manual enrolment form.

### 3.6 SOLSMail (available through SOLS)

To ensure that all communications with students are conducted in the most secure, reliable and efficient manner, the University has designed a system where official communications between the University and students are sent on-line as messages to the SOLSMail and generally NOT BY POST (although this may be utilized on occasions).

SOLSMail is the primary method for communication with students. University Policy requires students to check their SOLSMail at least once per week during each semester. SOLSMail is an Electronic Letterbox to which all official communications will be sent.

SOLSMail should not be confused with e-mail. They are not the same and they work in very different ways. Using SOLSMail rather than e-mail provides the University with the ability to check that each official communication, such as a fee notice, has been delivered to and read by the student. This ability to track or check notifications is beneficial because it ensures that important official messages sent to students do not go astray.

### 3.7 Pre-Requisites

A system of pre-requisite subjects operates to ensure students are adequately prepared for any particular subject. Some subjects have a pre-requisite subject. A subject which has a pre-requisite cannot be taken unless the pre-requisite subject has been successfully completed. If the pre-requisite is not completed, the enrolment will initially be shown as "Provisional" on the student's SOLS record, and the student will subsequently be automatically withdrawn (removed) from the subject. In special circumstances the College Chair may waive a pre-requisite subject requirement.

### 3.8 Exclusions

If a subject has an exclusion clause to it, students should not enrol in its equivalent. If students complete both subjects, **only one** will be counted towards graduation requirements. For example, COMM121 has an exclusion of STAT131 and vice-versa. If a student enrolls and successfully completes both COMM121 and STAT131, only one of the two subjects will be counted. The full list of subject exclusions is shown below.

Students who have completed...	Should not enrol in...
ACCY202	ACCY200
ACCY302	ACCY305
ARTS001	ARTS015
ARTS002/ARTS003	ARTS025
ARTS025	ENVI030
BUSS110	COMM110
COMM100	Please contact an Academic Advisor
CSCI001	CSCI015
ECON121	COMM121
INFO202	CSCI222
LAW100	LAW101
MARK239	MARK202
MARK319	MARK201
MATH001	MATH015
MATH002	MATH020
MGMT398	MGMT206
STAT001	STAT015
STAT131	COMM121

## 3.9 Variations to Enrolment

### Variation to Degree Enrolment

After consultation with an Academic Advisor, a student may apply to the College Chair for permission to change their enrollment from one degree program to another (e.g. from the BBA to B.Com – Marketing). Permission to change a program enrollment is contingent upon any restrictions that may be imposed, and on the number of students to be registered for a particular course. If the change is approved, the student becomes subject to the Rules relating to the new degree program. Except with approval to the contrary, restrictions imposed on enrolment of a student prior to, or at the time of variation of enrollment, shall continue to apply after the change.

Students who are changing their enrollment from one degree program to another may not receive credits for subjects that they have already completed if these subjects are not on the approved list for the new program that they have transferred to. Therefore it is very important for students who wish to change their degree program to meet with the Academic Advisor in order to determine which subjects are eligible for transfer and which additional subjects need to be completed.

### Variation to Subject Enrolment

A student may withdraw from a subject provided such withdrawal is made by the date specified in Section 2.1 of this Degree Planner. A student who wishes to withdraw from one or more subjects is advised to seek advice from an Academic Advisor before doing so. There are three key withdrawal dates each in each session. These are:

- The last day to withdraw from a subject without financial penalty
- The last day to withdraw from a subject and be eligible for a 75% refund OR an 80% transfer of fees (please contact the Cashier for further information as restrictions may apply)
- The last date to withdraw from a subject without academic penalty

**Please Note:** The dates of withdrawal from subjects will have an impact on a student's entitlement to fee refunds or fee transfers. Please refer to the Fee Refund and Transfer Policy available on the MyUOWD website under the "Policies" link.

A student can withdraw from a subject in either of the following ways:

- Online via SOLS, or
- A Variation of Enrolment form can be completed, signed by the College Chair and returned to the Registrar's Office

Where a variation is a withdrawal, and is made no later than the last day for withdrawal (see Section 2.1 Session Dates), the student shall be deemed to have not enrolled in that subject, and that subject will then not appear on their academic record.

### Late withdrawal

Where a variation is a withdrawal, and is made later than the last day for withdrawal (see Section 2.1 Session Dates), the student shall be deemed to have enrolled in that subject, and that subject will then appear on their academic record. Exceptions to this rule may only be approved if the student has acceptable medical or personal reasons. An application (supported by documentary evidence) may be made under the University's Special Consideration Policy for 'late withdrawal from a subject without academic penalty'.

If a student's application for special consideration to withdraw from a subject is approved, the student will be deemed to have withdrawn from the subject without penalty and "Withdrawn late with approval" will appear against the subject on the academic record of the student. If a student's application for special consideration is not approved, the student's enrolment will stand and a grade will be declared for that subject.

### Request to Enroll in Additional Subjects

After consultation with an Academic Advisor, a student may apply to the College Chair for permission to enroll in an additional subject. Permission for a student to enroll in an additional subject is contingent upon restrictions imposed by relevant provisions of the Rules of each program.

## 3.10 Minimum Passing Requirements

The approved grades of performance and associated ranges of marks for undergraduate subjects are:

High Distinction (HD)	85 to 100%
Distinction (D)	75 to 84%
Credit (C)	65 to 74%
Pass (P)	50 to 64%
Pass Conceded (PC)	45 to 49%
Fail (F)	0 to 44%
Technical Fail (TF)	- Not meeting the attendance requirements (zero & 100 level subjects only) - No meeting the final exam passing requirements (as specified in the Subject Outline)

In order to pass a subject, students **must pass the Final Examination** with a mark of at least 40% (or higher if required as per the Subject Outline). This is irrespective of a student's other marks during the session. Students who obtain a composite (aggregate) mark of greater than 45% but do not satisfy the Final Examination pass requirements will be awarded a "Technical Fail" grade.

Students must also **'reasonably' complete all of the other assessment tasks** (other than the Final Examination, which requires a mark of 40% or above) and submit these by the final week of session or by the Final Examination date (whichever is earlier) in order to pass the subject. 'Reasonable' completion of an assessment task will be determined based on the instructions given to the student including: word length, demonstration of research and analysis where required, the Plagiarism Policy, and completion of each section/component of the assessment. Failure to 'reasonably' complete any assessment tasks to the standard specified above will result in a Fail grade awarded for the subject.

## 3.11 Minimum Rate of Progress (MRP)

In accordance with the Assessment Policy, a student enrolled in an undergraduate program is required to maintain a minimum rate of academic progress. Where a student fails to meet the

minimum rate of progress requirements in the first instance, he/she will be placed on 'referral' status. A student on 'referral' who fails to meet the minimum rate of progress in the subsequent session will be placed on 'probation'. Finally, a student on 'probation' who fails to meet the minimum rate of progress in the subsequent session will be excluded from UOWD. For full details regarding the minimum rate of progress as specified in the Assessment Policy, please refer to the "Policies" section on the MyUOWD website

### 3.12 Attendance Requirements

Attendance in zero and 100-level subjects is compulsory and students who fail to attend 75% of lectures and 75% of tutorials in session are awarded a "Fail" grade (i.e. 44%). For more information about the attendance requirements, procedure and penalties, please refer to the Attendance Policy available on the MyUOWD website.

Although failure to attend classes in 200 and 300 level subjects does not result in academic penalties, students are expected to attend all lectures and tutorials and attendance records will be maintained.

### 3.13 Special Consideration

Under exceptional circumstances, such as the student suffering from **SERIOUS** illness or other circumstances beyond his/her control, the student may apply for special consideration, including supplementary assessment for internal continuous assessment tasks. Students must provide all of the required information to support their application (including, but not limited to, a medical certificate, medical records, and a specific report from the doctor, as per the requirements of the Special Consideration policy). The Special Consideration policy is summarized in subject outlines and available on the "Policies" section of the MyUOWD website.

Special consideration requests for assessments during the session (e.g. assignments, tests, quizzes, etc.) must be submitted to the lecturer **within 7 days from the due date**. Special consideration requests for Final Exams must be submitted to the College Chair by completing the relevant form and attaching evidence, **within 7 days from the Final Exam date**. Students who miss the Final Exam and are given permission under the Special Consideration Policy to sit for a Supplementary Final Exam should note that they may miss enrolment, graduation and other deadlines which are set based on the regular Final Exam dates.

Please note that applying for special consideration does not automatically mean that the request will be granted. Special consideration will only be approved in the case of **SERIOUS** illness or exceptional circumstances. Medical certificates must provide detailed information about the illness (and be supported by additional evidence, if applicable). Medical certificates stating illnesses such as URTI, cold, stomach ache, back ache, etc. are normally rejected. Previous requests for special consideration by the student are also taken into consideration when making a decision about the request outcome.

If a student's supplementary Final Exam request is approved, he/she must be available to sit for the exam on the specified date. No alternative arrangements will be made. The student is also required to pay the supplementary Final Exam fee prior to taking the exam.

### 3.14 Release of Final Results

#### Declaration of results

In accordance with the University's Assessment Policy a mark and an approved grade of performance is determined and declared for each subject in which a student is enrolled. An Assessment Committee meeting (ACM) is held after each exam session in order to declare the results for all the subjects in the session. The ACM follows specific processes, set out in the

respective terms of reference. The ACM is generally scheduled within 7 days from the date of the last final exam.

### **Release of results**

After final results are declared at the ACM, they are released and made available on the Student On-Line Services (SOLS) system only. No information concerning results will be given by telephone or via email. Students must log in to their SOLS account and check their final results.

### **Withheld results**

A withheld (WH) result may be granted in the following circumstances:

- On the basis of medical, compassionate or other circumstances under the Special Consideration Policy;
- Where there are unavoidable delays in assessing the material or where the student is being investigated by the Disciplinary Committee;

**Where a withheld result is granted, it is the student's responsibility to contact the College as soon as practicable. Failure to do so may result in a "Fail" grade being determined.**

## **3.15 Re-Evaluation Requests**

If a student believes that a mark (or grade) they have been awarded for a subject is not indicative of their performance or that there may have been an error in determining the mark, he/she should approach the lecturer concerned to discuss the matter, in the first instance.

Subsequent to discussions with the lecturer, if the student still believes the mark is not correct, he/she may submit a formal re-evaluation request to the College Chair by completing the "Request for Re-Evaluation/Re-Marking of Examination" form. This form is available at the Registrar's Office or may be downloaded from the MyUOWD website. An administrative fee of AED 200 per subject is applicable in this instance. Applications to the College Chair should be made **no later than 14 days** after the release of the final results.

If a student is still not satisfied with the outcome following the formal re-evaluation, he/she may write to the Vice President (Academic) of UOWD outlining his/her concern and stating reasons, accompanied by full documentary evidence. The Vice President (Academic) will consider the request and may investigate and make a ruling.

## **3.16 Graduation Requirement: WAM of 50%**

To complete their degree and graduate, ALL College of Business students must achieve a minimum overall Weighted Average Mark (WAM) of 50%. Students who do not achieve a WAM of 50% or more, will not be eligible to graduate and must complete additional subjects. This rule is applicable to all College of Business students who joined UOWD and commenced their studies in Autumn Session 2007 (September 2007) and onwards.

## **3.17 Application for Graduation**

Students who complete all of the requirements for their degree are eligible to graduate at the next graduation ceremony. Students who believe they are eligible to graduate are required to lodge a "Graduation Application" form, so that their graduation eligibility can be determined and accepted by the Graduation Council. The Graduation Council meets six times per year. Graduation Application Forms must be lodged at the Registrar's Office at UOWD six weeks prior to the next Graduation Council Meeting. This ensures that the relevant verification procedures can be undertaken.

Upon the Graduation Council accepting, verifying and approving that a student has met the required criteria to be eligible to graduate and receive their testamur, UOWD will confirm with the student that they are indeed eligible to graduate.



### **3.18 Graduation with Distinction**

In order to graduate "with Distinction", students must gain an average mark of 75% or more in the subjects that comprised their course. In determining a student's average mark, subjects will be weighted for credit point value only. All subjects which constitute the degree program will be taken into account in determining the granting of an award "with Distinction". Where students have been granted advanced standing towards their degree or diploma as a result of studies undertaken elsewhere, only their performance in subjects studied at UOWD will be taken into account in determining whether they qualify for graduation with distinction.

### **3.19 Academic Misconduct**

Students are warned that academic misconduct (for example cheating or copying in examinations or assignments) will have serious consequences. Cheating in any part of a subject may result in failure in the whole subject. Cheating in examinations or deliberate plagiarism in assignments can result in expulsion from the University.

### **3.20 Amendment of Academic Record**

#### **Circumstances where an academic record may be amended**

There are only three circumstances where a student's academic record may be amended, that is, where:

- (a) there has been an error in enrolment;
- (b) a student has successfully applied under the Student Academic Grievance Policy to have a mark or grade altered; or
- (c) a student has successfully applied for special consideration under the Special Consideration Policy that has resulted in changing a final grade to withdrawn.

#### **Enrolment errors**

A student may apply to have their academic record amended where the student has either:

- (a) received a 'FAIL' grade for a subject that they did not attempt but for which they had formally enrolled as a result of an enrolment error; or
- (b) did not receive a result for a subject which they attempted, but for which they were not formally enrolled as a result of an enrolment error.

Applications for amendment must be in writing and submitted to the Registrar. The application must

- (a) be completed and signed by the student;
- (b) include appropriate details to support the application; and
- (c) be lodged with the Registrar's Division no later than 28 days after the release of examination results.

An academic record will be amended in special circumstances only. The application will be assessed and, if it is determined that the error was the fault of the student, the student must pay an AED 200 administrative fee before the academic record will be altered.

## PROGRAM INFORMATION

This section contains information about individual degree programs, including the subject sequence students are required to follow for their particular degree. **This applies only to those students who joined UOWD in Autumn 2004 or later. Students who commenced their studies at UOWD prior to Autumn 2004 must contact an Academic Advisor.**

### 4.1 Completion Requirements: All degree programs

To qualify for award of the degree of Bachelor of Business Administration a student must accrue an aggregate of at least 204 credit points from subjects listed in Section 4.3 and should achieve an overall Weighted Average Mark (WAM) of at least 50%.

To qualify for award of the degree of Bachelor of Commerce a student must accrue an aggregate of at least 204 credit points, including a major study, by satisfactory completion of subjects listed in the Section 4.4 (refer to Sections 4.4.1 to 4.4.8 depending on the student's major study – Accounting, Finance, Human Resource Management, Management, Marketing or International Business) and should achieve an overall Weighted Average Mark (WAM) of at least 50%.

In all degree programs, the 204 credit points shall include 60 credit points of General Education Subjects, 144 credit points of core subjects and elective subjects as prescribed by the College of Business.

#### 4.1.1 Completion Requirements: Business degree programs

To qualify for the award of the degree of Bachelor of Business Administration or Bachelor of Commerce, students must satisfy the following requirements.

- Of the 144 credit points of core and elective subjects, not more than 72 credit points shall be for 100 level subjects;
- Only a maximum of 24 credit points in total at 'Pass Conceded' (PC) grade is allowed for 100 level, 200 level and non-core 300 level subjects.
- For "core" 300 level subjects candidates must receive a grade of "Pass" or better. A grade of "Pass Conceded" does not satisfy the Bachelor Degree Rules.

General education subjects shall include 60 credit points as prescribed by the College of Business. Only a maximum of 18 credit points in total at 'Pass Conceded' grade is allowed for the General Education subjects. Zero level subjects do not qualify as electives.

### 4.2 General Education Subjects

Of the 204 credit points required to graduate, 60 credit points are from General Education (GED) subjects. These subjects are compulsory for all undergraduate students, regardless of their degree program, and include the following\*:

1. ARTS015 Introduction to University Life
2. ARTS017 Islamic Culture
3. ARTS035 Introduction to Philosophy
4. CSCI015 Computer Applications
5. ENVI030 Environmental Science *(replaces ARTS025 Literary Skills)*
6. MATH015 Foundation Mathematics A
7. PSYC015 Introduction to Psychology
8. STAT015 Introduction to Statistics
9. LAW101 Law , Business and Society
10. IACT201 Information Technology & Citizen's Rights

**Challenge tests**

Challenge tests can be taken in lieu of MATH015, CSCI015 and STAT015. Students who successfully complete a Challenge test for any of these three subjects will be given advanced standing for the subject. Challenge tests are normally held in the first week of the semester.



## 4.3 Bachelor of Business Administration

<b>Testamur Title of Degree:</b>	Bachelor of Business Administration
<b>Abbreviation:</b>	BBA
<b>Home College:</b>	College of Business
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1783

### Overview

The Bachelor of Business Administration degree program aims to provide students with a broad general education and the necessary business knowledge and skills to prepare them for entry level positions in organizations. On completion of the BBA program graduates will have acquired adequate knowledge in accounting, economics, marketing and management to solve business problems.

### Course Requirements

Students are required to complete thirty four (34) subjects (204 cps) according to the sequence of study shown below. There are thirty (30) compulsory subjects that are required, and four (4) elective subjects to be selected from the approved subjects provided each session by the College of Business. The full list of subjects and pre-requisites is shown below.

### Bachelor of Business Administration (BBA) – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035	Introduction to Philosophy	6	MATH015	MATH002
or MATH020	Foundation Mathematics B			
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP @ 100-level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MGMT102	Business Communications	6	ARTS015 & ARTS025	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	
FIN241	International Fin. Management	6	ACCY102 & ECON111	
or FIN221	Introductory Business Finance			
ECON216	International Trade Theory & Policy	6	ECON111	

APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS

Correct at the time of printing and subject to change without notice.

The University reserves the right to withdraw a subject, tutorial group, workshop or computer lab class due to insufficient enrolment



Code	Title	CP	Pre-requisites	Exclusions
ACCY211	Management Accounting II	6	ACCY102	
MARK217	Consumer Behavior	6	MARK101	
or FIN226	Financial Markets & Institutions		ACCY102 & ECON111	
MARK270	Services Marketing	6	MARK101	
MARK343	International Marketing	6	MARK101	
MARK344	Marketing Strategy	6	MARK101 & 12 CP of MARK subjects	
MGMT201	Organizational Behaviour	6	MGMT110	
or MGMT206	Managing Human Resources			MGMT398
ECON332	Managerial Economics & Ops	6	FIN221 & ECON111	
MGMT314	Strategic Management	6	MGMT110 & MARK101 & (MGMT218 or MGMT220)	
MGMT389	International Business Management	6	MGMT110 & MARK101 & MGMT218	
Plus	Four electives (of 6 CP) minimum	24	Only 18 CP may be from 100-level subjects	
<b>Minimum Credit Points required to qualify for this BBA Degree</b>		204	60 CP from GED subjects & 144 CP from non-GED required subjects	

## BBA Subject Sequence

Students undertaking the BBA degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have “skipped”. The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn and Spring semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer semester will be provided with a separate recommended subject sequence by the Academic Advisor.

## Students commencing their degree in AUTUMN session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	COMM110	MARK101	ACCY211	MARK217*	MARK343	MGMT314
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	ECON216	MGMT201 or MGMT206	ECON332	MARK344
CSCI015	PSYC015	ECON101	ECON111	MARK270	FIN221	MGMT389	ELECTIVE
MATH015	LAW101	MGMT110	MGMT102	IACT201	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

\*can be replaced with FIN226 in Autumn

## Students commencing their degree in SPRING session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	ACCY102	MARK101	MARK217*	ACCY211	MGMT314	ECON332
ARTS017	ARTS035 or MATH020	MGMT110	COMM121	MGMT201 or MGMT206	ECON216	MARK344	MGMT389
CSCI015	PSYC015	ECON111	ECON101	FIN221	MARK270	IACT201	ELECTIVE
MATH015	LAW101	MGMT102	COMM110	ELECTIVE	MARK343	ELECTIVE	ELECTIVE
STAT015	ACCY100						

*\* can be replaced with FIN226 in Autumn*

### BBA Electives

- Students must select four (4) elective subjects of which three (3) can be at 100 level and one (1) must be at 200 or 300 level
- Electives are subjects which are not stated in the BBA Program – List of Subjects

## 4.4 Bachelor of Commerce

The Bachelor of Commerce degree program aims to provide students with a good grounding in various fields of business and an opportunity to specialise in a selected area of business. The majors offered include Accounting, Finance, Human Resource Management, Management, Marketing and International Business. All courses within the program are designed for a rapidly changing world with innovation, market-relevance, flexibility and an international focus. The program builds a bridge between the academic environment and the world outside.

### 4.4.1 Bachelor of Commerce - Accounting

<b>Testamur Title of Degree:</b>	Bachelor of Commerce Accounting
<b>Abbreviation:</b>	B.Com Accounting
<b>Home College:</b>	College of Business
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1710

#### Overview

A major in Accounting will enable students to understand and critically analyse financial reporting issues and their impact within the framework of the Generally Accepted Accounting Principles. They will also develop an understanding of cost and management accounting techniques for planning, decision-making and performance evaluation. Students will be provided a foundation in the procedures of auditing and international taxation.

#### Course Requirements

Students are required to complete thirty four (34) subjects (204cps) according to the sequence of study listed below. There are twenty nine (29) compulsory subjects that are required, and five (5) elective subjects to be selected from the approved subjects provided each session by the College of Business. The full list of subjects and pre-requisites is shown below.

#### B.Com Accounting – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035	Introduction to Philosophy	6		
or MATH020	Foundation Mathematics B		MATH015	MATH002
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP @ 100-level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131



Code	Title	CP	Pre-requisites	Exclusions
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	
FIN221	Introductory Business Finance	6	ACCY102 & ECON111	
MGMT316	Operations Management	6	COMM121 & ECON111	
COMM351	Business Ethics and Governance	6	72 CP	
ACCY200	Financial Accounting IIA	6	ACCY102	ACCY202
ACCY201	Financial Accounting IIB	6	ACCY200	
ACCY211	Management Accounting II	6	ACCY100 & ACCY102	
ACCY231	Info Systems in Accounting	6	ACCY100 & ACCY102	
ACCY305*	Financial Accounting III	6	ACCY201	ACCY302
ACCY312	Management Accounting III	6	ACCY211	
ACCY328	International Taxation	6	ACCY201	
ACCY342	Auditing & Assurance Services	6	ACCY201	
Plus	Five electives (of 6 CP) minimum	30	Only 18 CP may be from 100-level subjects	
<b>Minimum Credit Points required to qualify for this BCOM Degree</b>		204	60CP from GED subjects & 144CP from non-GED required subjects	

*\* Replaces ACCY302 (12 cp). Students must take an additional elective of 6cp to complete their degree.*

## B.Com Accounting Subject Sequence

Students undertaking the B.Com Accounting degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have “skipped”. The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn and Spring semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer semester will be provided with a separate recommended subject sequence by the Academic Advisor.

### Students commencing their degree in AUTUMN session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	COMM110	MARK101	ACCY200	ACCY201	ACCY312	ACCY305
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	ACCY211	ACCY231	ACCY342	ACCY328
CSCI015	PSYC015	ECON101	ECON111	IACT201	FIN221	MGMT316	COMM351
MATH015	LAW101	MGMT110	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						



**Students commencing their degree in SPRING session**

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	ACCY102	MARK101	ACCY201	ACCY211	ACCY305	ACCY312
ARTS017	ARTS035 or MATH020	MGMT110	COMM121	ACCY231	IACT201	ACCY328	ACCY342
CSCI015	PSYC015	ECON111	ECON101	FIN221	ELECTIVE	COMM351	MGMT316
MATH015	LAW101	COMM110	ACCY200	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

**B.Com Accounting Electives**

- Students must select five (5) elective subjects of which three (3) can be at 100 level and two (2) must be at 200 or 300 level
- Electives are subjects which are not stated in the B.Com Accounting – List of Subjects



## 4.4.2 Bachelor of Commerce - Finance

<b>Testamur Title of Degree:</b>	Bachelor of Commerce Finance
<b>Abbreviation:</b>	B.Com Finance
<b>Home College:</b>	College of Business Studies
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1710

### Overview

A major in Finance will allow students to gain an in-depth understanding of the role of financial management in the business firm, including the calculation and use of financial ratios. Students will develop an understanding of how companies choose between possible investments and how they raise capital. They will acquire knowledge about the role of financial institutions particularly the operation of securities markets. The program will equip graduates with the ability to analyse the riskiness of investments and the use of hedging with options and futures to reduce the risk of an investment portfolio.

### Course Requirements

Students are required to complete thirty four (34) subjects (204cps) according to the sequence of study listed below. There are twenty nine (29) compulsory subjects that are required, and five (5) elective subjects to be selected from the approved subjects provided each session by the College of Business. The full list of subjects and pre-requisites is shown below.

### B.Com Finance – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035 or MATH020	Introduction to Philosophy Foundation Mathematics B	6	MATH015	MATH002
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP @ 100-level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	
FIN221	Introductory Business Finance	6	ACCY102 & ECON111	



Code	Title	CP	Pre-requisites	Exclusions
MGMT316	Operations Management	6	COMM121 & ECON111	
COMM351	Business Ethics and Governance	6	72 credit points	
ACCY200	Financial Accounting 2A	6	ACCY 102	ACCY202
FIN223	Investment Analysis	6	FIN221 or FIN241	
FIN226	Financial Markets & Institutions	6	ACCY102 & ECON111	
FIN322	Advanced Business Finance	6	12 CP of FIN subjects	
FIN323	Portfolio Management	6	FIN 223	
FIN324	Financial Statement Analysis	6	12 CP of FIN subjects & ACCY200	
FIN325	Bank Management	6	12 CP of FIN subjects	
FIN351	International Finance	6	12 CP of FIN subjects	
Plus	Five electives (of 6 CP) minimum	30	Of which only 18CP may be from 100-level subjects	
<b>Minimum Credit Points required to qualify for this BCOM Degree</b>		204	60CP from GED subjects & 144CP from non-GED required subjects	

## B.Com Finance Subject Sequence

Students undertaking the B.Com Finance degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have “skipped”. The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn and Spring semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer semester will be provided with a separate recommended subject sequence by the Academic Advisor.

### Students commencing their degree in Autumn session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	COMM110	MARK101	FIN221	IACT201	FIN223	FIN322
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	FIN226	FIN351	COMM351	FIN323
CSCI015	PSYC015	ECON101	ECON111	ACCY200	FIN325	MGMT316	ELECTIVE
MATH015	LAW101	MGMT110	ELECTIVE	ELECTIVE	ELECTIVE	FIN324	ELECTIVE
STAT015	ACCY100						

### Students commencing their degree in SPRING session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	ACCY102	COMM121	COMM110	FIN223	FIN322	MGMT316
ARTS017	ARTS035 or MATH020	MGMT110	ECON101	IACT201	ACCY200	FIN323	FIN324
CSCI015	PSYC015	ECON111	FIN226	FIN351	ELECTIVE	COMM351	ELECTIVE
MATH015	LAW101	MARK101	FIN221	FIN325	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

## **B.Com Finance Electives**

- Students must select five (5) elective subjects of which three (3) can be at 100 level and two (2) must be at 200 or 300 level
- Electives are subjects which are not stated in the B.Com Finance – List of Subjects



## 4.4.3 Bachelor of Commerce – Human Resource Management

<b>Testamur Title of Degree:</b>	Bachelor of Commerce Human Resource Management
<b>Abbreviation:</b>	B.Com HRM
<b>Home College:</b>	College of Business
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1710

### Overview

The Bachelor of Commerce in Human Resource Management is designed to prepare students with a good grounding in various fields of business studies while focusing on the Human Resource Management specialisation. The program equips graduates with the ability to identify, analyse and solve complex business problems. From a human resource perspective, students will develop abilities to understand the environment and processes of recruitment and selection, apply concepts and techniques to promote change, manage and develop people and apply appropriate occupational health and safety practices in organizations. The program will provide critical perspectives on the role and functions of HR professionals.

### Course Requirements

Students are required to complete thirty four (34) subjects (204cps) according to the sequence of study listed below. There are twenty nine (29) compulsory subjects that are required, and five (5) elective subjects to be selected from the approved subjects provided each session by the College of Business. The full list of subjects and pre-requisites is shown below.

### B.Com Human Resource Management – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035	Introduction to Philosophy	6	MATH015	MATH002
or MATH020	Foundation Mathematics B			
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP @ 100level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	



Code	Title	CP	Pre-requisites	Exclusions
FIN221	Introductory Business Finance	6	ACCY102 & ECON111	
MGMT205	Recruitment and Selection	6	MGMT110 & MGMT206	
COMM351	Business Ethics and Governance	6	72 CP	
MGMT201	Organizational Behaviour	6	MGMT110	
MGMT206	Managing Human Resources	6	MGMT110	MGMT398
MGMT220	Organizational Studies	6	MGMT110	
MGMT321	Occupational Health & Safety Mgmt	6	MGMT110 & MGMT206	
MGMT314	Strategic Management	6	MGMT 110 & MARK101 & (MGMT218 or MGMT220)	
MGMT311	Management of Change	6	MGMT110	
MGMT316	Operations Management	6	COMM121 & ECON111	
MGMT322	Training & Development	6	MGMT110 & MGMT206	
Plus	Five electives (of 6 CP) minimum	30	Of which only 18CP may be from 100-level subjects	
<b>Minimum Credit Points required to qualify for this BCOM Degree</b>		204	60CP from GED subjects & 144CP from non-GED required subjects	

## B.Com HRM Subject Sequence

Students undertaking the B.Com HRM degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have “skipped”. The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn and Spring semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer semester will be provided with a separate recommended subject sequence by the Academic Advisor.

### Students commencing their degree in AUTUMN session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	COMM110	MARK101	MGMT205	MGMT201	MGMT322	COMM351
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	FIN221	IACT201	MGMT311	MGMT314
CSCI015	PSYC015	ECON101	ECON111	MGMT321	MGMT220	MGMT316	ELECTIVE
MATH015	LAW101	MGMT110	MGMT206	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

### Students commencing their degree in SPRING session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	ACCY102	MARK101	MGMT201	MGMT205	COMM351	MGMT322
ARTS017	ARTS035 or MATH020	MGMT110	COMM121	MGMT206	FIN221	MGMT314	MGMT311
CSCI015	PSYC015	ECON111	ECON101	MGMT220	MGMT321	ELECTIVE	MGMT316
MATH015	LAW101	COMM110	IACT201	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

## **B.Com HRM Electives**

- Students must select five (5) elective subjects of which three (3) can be at 100 level and two (2) must be at 200 or 300 level
- Electives are subjects which are not stated in the B.Com HRM – List of Subjects



## 4.4.4 Bachelor of Commerce – Management

<b>Testamur Title of Degree:</b>	Bachelor of Commerce Management
<b>Abbreviation:</b>	B.Com Management
<b>Home College:</b>	College of Business
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1710

### Overview

Management is the art and science of planning, coordinating and leading group efforts. It is the mobilising of human and material resources to achieve organisational goals. Managerial skills include the ability to make sound judgments on issues that arise at work and to achieve objectives through organisational skills. A major in Management aims to provide a basic understanding of how to apply key managerial concepts and theories in the contemporary work environment. The program assists students in developing interpersonal skills and to understand how group dynamics affect individual and group behaviour. They develop an understanding of sources of change, barriers to change and effective ways of overcoming them.

### Course Requirements

Students are required to complete thirty four (34) subjects (204cps) according to the sequence of study listed below. There are twenty nine (29) compulsory subjects that are required, and five (5) elective subjects to be selected from the approved subjects provided each session by the College of Business. The full list of subjects and pre-requisites is shown below.

### B.Com Management – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035	Introduction to Philosophy	6		
or MATH020	Foundation Mathematics B		MATH015	MATH002
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP@100level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	





Code	Title	CP	Pre-requisites	Exclusions
FIN221	Introductory Business Finance	6	ACCY102 & ECON111	
MGMT316	Operations Management	6	COMM121 & ECON111	
COMM351	Business Ethics and Governance	6	72 CP	
MGMT102	Business Communications	6	ARTS015 & ARTS025	
MGMT201	Organizational Behavior	6	MGMT110	
MGMT206	Managing human Resources	6	MGMT110	
MGMT220	Organizational Studies	6	MGMT110	
MGMT309	Supply Chain Strategies	6	MGMT110 & COMM121	
MGMT311	Management of Change	6	MGMT110	
MGMT314	Strategic Management	6	MGMT110 & MARK101 & (MGMT218 or MGMT220)	
MGMT350	Quality Management	6	MGMT110 & COMM121	
Plus	Five electives (of 6 CP) minimum	30	Of which only 18CP may be from 100-level subjects	
<b>Minimum Credit Points required to qualify for this BCOM Degree</b>		204	60CP from GED subjects & 144CP from non-GED required subjects	

## B.Com Management Subject Sequence

Students undertaking the B.Com Management degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have “skipped”. The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn and Spring semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer semester will be provided with a separate recommended subject sequence by the Academic Advisor.

### Students commencing their degree in AUTUMN session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	COMM110	MARK101	IACT201	MGMT201	COMM351	MGMT309
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	FIN221	MGMT206	MGMT311	MGMT350
CSCI015	PSYC015	ECON101	ECON111	ELECTIVE	MGMT220	MGMT316	MGMT314
MATH015	LAW101	MGMT110	MGMT102	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

### Students commencing their degree in SPRING session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	ACCY102	MARK101	MGMT201	IACT201	MGMT309	COMM351
ARTS017	ARTS035 or MATH020	MGMT110	COMM121	MGMT206	FIN221	MGMT350	MGMT311
CSCI015	PSYC015	ECON111	ECON101	MGMT220	ELECTIVE	MGMT314	MGMT316
MATH015	LAW101	MGMT102	COMM110	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

## **B.Com Management Electives**

- Students must select five (5) elective subjects of which three (3) can be at 100 level and two (2) must be at 200 or 300 level
- Electives are subjects which are not stated in the B.Com Management – List of Subjects



## 4.4.5 Bachelor of Commerce – Marketing

<b>Testamur Title of Degree:</b>	Bachelor of Commerce Marketing
<b>Abbreviation:</b>	B.Com Marketing
<b>Home College:</b>	College of Business
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1710

### Overview

A Marketing major provides the skills to generate products and services for which there is a defined customer need and to position the product or service in the market with effective promotion, pricing and distribution strategies. The Marketing major is geared toward problem-solving and management decision making. A major in Marketing seeks to engage students in critical thinking processes, requiring in-depth analysis of qualitative and quantitative market data and development of subsequent marketing strategies. The program equips students with the knowledge and skills to evaluate alternative marketing strategies and commit to a course of action, using financial, organizational, environmental and ethical criteria.

### Course Requirements

Students are required to complete thirty four (34) subjects (204cps) according to the sequence of study listed below. There are twenty nine (29) compulsory subjects that are required, and five (5) elective subjects to be selected from the approved subjects provided each session by the College of Business. The full list of subjects and pre-requisites is shown below.

### B.Com Marketing – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035	Introduction to Philosophy	6		
or MATH020	Foundation Mathematics B		MATH015	MATH002
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP @ 100-level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	
FIN221	Introductory Business Finance	6	ACCY102 & ECON111	

**APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS**

Correct at the time of printing and subject to change without notice.

The University reserves the right to withdraw a subject, tutorial group, workshop or computer lab class due to insufficient enrolment



Code	Title	CP	Pre-requisites	Exclusions
MGMT316	Operations Management	6	COMM121 & ECON111	
COMM351	Business Ethics and Governance	6	72 CP	
MARK201	Applied Marketing Research A	6	MARK101	MARK319
MARK202	Applied Marketing Research B	6	MARK101 & MARK 201	MARK239
MARK217	Consumer Behaviour	6	MARK101	
MARK270	Services Marketing	6	MARK101	
MARK301	Internet Application for Marketing	6	MARK101	
MARK333	Marketing Communications & Advertising	6	MARK101	
MARK343	International Marketing	6	MARK101	
MARK344	Marketing Strategy	6	MARK101 & 12 CP from 200-level MARK subjects	
Plus	Five electives (of 6 CP) minimum	30	Of which only 18CP may be from 100-level subjects	
<b>Minimum Credit Points required to qualify for this BCOM Degree</b>		204	60CP from GED subjects & 144CP from non-GED required subjects	

## B.Com Marketing Subject Sequence

Students undertaking the B.Com Marketing degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have “skipped”. The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn and Spring semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer semester will be provided with a separate recommended subject sequence by the Academic Advisor.

### Students commencing their degree in AUTUMN session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	COMM110	MGMT110	IACT201	MARK217	MARK343	COMM351
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	MARK270	MARK202	MARK301	MARK344
CSCI015	PSYC015	ECON101	ECON111	MARK201	FIN221	MGMT316	MARK333
MATH015	LAW101	MARK101	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
STAT015	ACCY100						

### Students commencing their degree in SPRING session

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	ACCY102	MARK101	MARK217	MARK270	MARK202	MARK343
ARTS017	ARTS035 or MATH020	MGMT110	COMM121	IACT201	MARK201	COMM351	MARK301
CSCI015	PSYC015	ECON111	ECON101	FIN221	ELECTIVE	MARK344	MGMT316
MATH015	LAW101	ELECTIVE	COMM110	ELECTIVE	ELECTIVE	MARK333	ELECTIVE
STAT015	ACCY100						

## **B.Com Marketing Electives**

- Students must select five (5) elective subjects of which three (3) can be at 100 level and two (2) must be at 200 or 300 level
- Electives are subjects which are not stated in the B.Com Marketing – List of Subjects

## 4.4.6 Bachelor of Commerce – International Business

<b>Testamur Title of Degree:</b>	Bachelor of Commerce International Business
<b>Abbreviation:</b>	B.Com International Business
<b>Home College:</b>	College of Business
<b>Duration:</b>	4 years (8 Sessions) full time or part time equivalent
<b>Total Credit Points:</b>	204
<b>Starting Session(s):</b>	Any session (Autumn, Spring or Summer)
<b>Delivery Mode:</b>	Face to face
<b>Location:</b>	University of Wollongong in Dubai, Knowledge Village
<b>UOWD Course Code:</b>	1710

### Overview

The goals of the program are to equip students with the knowledge, skills and tools required to have a successful and rewarding career with an internationally-oriented organization. Provide students with thorough and multi-dimensional training in core business skills from an international perspective. Enhance students' analytical, problem solving, critical thinking and leadership skills required by organizations in the global marketplace.

### Course Requirements

Students are required to complete thirty four (34) subjects (204cps) according to the sequence of study listed below. There are thirty (30) compulsory subjects that are required, and four (4) elective subjects to be selected from one of three elective tracks. The full list of subjects and pre-requisites is shown below.

### B.Com International Business – List of Subjects

Code	Title	CP	Pre-requisites	Exclusions
ARTS015	Introduction to University Life	6		ARTS001
ARTS017	Islamic Culture	6		
MATH015	Foundation Mathematics A	6		MATH001
CSCI015	Computer Applications	6		CSCI001
STAT015	Introduction to Statistics	6		STAT001
ENVI030	Environmental Science	6	ARTS015	ARTS025
ARTS035	Introduction to Philosophy	6		
or MATH020	Foundation Mathematics B		MATH015	MATH002
PSYC015	Introduction to Psychology	6	ARTS015	
LAW101	Law, Business and Society	6		LAW100
IACT201	Information Technology & Citizen's Rights	6	24CP @ 100-level	
ACCY100	Accounting A	6	ARTS015	
ACCY102	Accounting B	6	ACCY100	
COMM110	Introduction to Business Information Systems	6	ARTS015 & CSCI015	BUSS110
COMM121	Quantitative Methods I	6	ARTS015 & STAT015	STAT131
ECON101	Macroeconomic Essentials for Business	6	ARTS015	
ECON111	Introductory Microeconomics	6	ARTS015	
MARK101	Marketing Principles	6	ARTS015	
MGMT110	Introduction to Management	6	ARTS015	
FIN221	Introductory Business Finance	6	ACCY102 & ECON111	
MGMT316	Operations Management	6	COMM121 & ECON111	
COMM351	Business Ethics and Governance	6	72 CP	



Code	Title	CP	Pre-requisites	Exclusions
ECON216	International Trade Theory & Policy	6	ECON111	
MGMT218	Competitive Analysis	6	ECON111	
FIN241	International Finance Management	6	ACCY100 & ACCY102	
FIN353	Global Electronic Commerce	6	FIN221 & COMM110	
MARK343	International Marketing	6	MARK101	
MGMT301	Managing Across Cultures	6	MGMT110 & 12 cp from 200 or 300 level subjects	
MGMT314	Strategic Management	6	MGMT110	
MGMT341	International & Comparative Employee Relations	6	MGMT110 & 12 cp from 200 or 300 level subjects	
MGMT389	International Business Management	6	MGMT110 & MARK101 & MGMT218	
Plus	Four pre-determined electives (of 6 CP) minimum, as per elective tracks specified below	24	* Electives from Marketing theme OR Financial Mgmt theme OR HRM theme track (see list below)	
<b>Minimum Credit Points required to qualify for this BCOM Degree</b>		204	60CP from GED subjects & 144CP from non-GED required subjects	

The Program has three thematic elective tracks of which students must select ONE (Marketing OR Financial Management OR HRM):

### Marketing

This thematic elective track provides students with an in-depth understanding of how to undertake marketing in a global environment. The focus of this track is on specialised knowledge in the area of marketing which enables organisations to place their products and services in the marketplace and meet customer demand. Subjects in this track include:

Code	Title	CP	Pre-requisites	Exclusions
MARK201	Applied Marketing Research A	6	MARK101 or MARK213	MARK319
MARK202	Applied Marketing Research B	6	MARK101 or MARK213, and MARK201 or MARK319	MARK239
MARK301	Internet Applications for Marketing	6	MARK101 or MARK213	
MARK344	Marketing Strategy	6	MARK101 or MARK213 plus 12 credit points from 200 level MARK subjects	

### Financial Management

This thematic elective track focuses on the management of financial functions in the context of a global organisation. It provides students with an understanding of how organisations manage their capital and investments across international boundaries. Subjects in this track include:

Code	Title	CP	Pre-requisites	Exclusions
FIN226	Financial Markets and Institutions	6	ACCY102 and ECON111	ACCY226
FIN351	International Finance	6	12 credit points in Finance Subjects	ACCY351
ACCY231	Information System in Accounting	6	ACCY101, ACCY190 or ACCY100 & ACCY102	
FIN223	Investment Analysis	6	ACCY221 or FIN221 or FIN251 or FIN241	ACCY223

### Human Resource Management

This thematic elective track is designed to develop students' in-depth understanding of human resource management. Various aspects of managing people in organisations, including recruitment, selection, occupational health and safety, and training and development are covered in this track. Subjects in this track include:

Code	Title	CP	Pre-requisites	Exclusions
MGMT206	Managing Human Resources	6	MGMT110	MGMT398
MGMT205	Recruitment and Selection	6	MGMT110 and MGMT206 or MGMT398	
MGMT322	Training and Development	6	MGMT110 and MGMT398 or MGMT206	
MGMT321	Occupational Health & Safety Management	6	MGMT110 and MGMT398 or MGMT206	

### B.Com International Business Subject Sequence

Students undertaking the B.Com International Business degree program are required to follow the subject sequence shown below. Failure to do so may result in a graduation delay. Not all subjects are offered in all semesters, therefore students who do not follow the sequence may have to wait for a full semester before taking a subject they have "skipped". The University has no obligation to offer a subject to meet the requirements of an individual student. If a student fails in a subject, he/she will need to wait till it is on offer again.

The subject sequences below are based on students commencing in Autumn semesters. Summer is an optional semester during which only certain subjects may be offered. Students who commence their studies in the Summer & Spring semester will be provided with a separate recommended subject sequence by the Academic Advisor.

#### Students commencing their degree in AUTUMN session (Marketing elective theme track)

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	MGMT110	COMM110	MGMT218	FIN353	FIN241	COMM351
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	ECON216	MGMT301	MARK343	MGMT341
CSCI015	PSYC015	ECON101	ECON111	IACT201	MGMT314	MGMT389	MGMT316
MATH015	LAW101	MARK101	FIN221	MARK201	MARK202	MARK301	MARK344
STAT015	ACCY100						

#### Students commencing their degree in AUTUMN session (Financial Management elective theme track)

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	MGMT110	COMM110	MGMT218	FIN353	FIN241	COMM351
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	ECON216	MGMT301	MARK343	MGMT341
CSCI015	PSYC015	ECON101	ECON111	IACT201	MGMT314	MGMT389	MGMT316
MATH015	LAW101	MARK101	FIN221	FIN223	ACCY231	FIN226	FIN351
STAT015	ACCY100						

#### Students commencing their degree in AUTUMN session (Human Resource Management elective theme track)

APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS

Correct at the time of printing and subject to change without notice.

The University reserves the right to withdraw a subject, tutorial group, workshop or computer lab class due to insufficient enrolment



Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
ARTS015	ENVI030	MGMT110	COMM110	MGMT218	IACT201	FIN241	COMM351
ARTS017	ARTS035 or MATH020	ACCY102	COMM121	ECON216	MGMT301	MARK343	MGMT341
CSCI015	PSYC015	ECON101	ECON111	FIN221	MGMT314	MGMT389	MGMT316
MATH015	LAW101	MARK101	MGMT206	MGMT205	MGMT321	MGMT322	FIN353
STAT015	ACCY100						

#### **4.5 Transfer to the University of Wollongong in Australia**

Students may transfer to the main campus of the University of Wollongong in Australia **with a minimum of 4 (four) subjects remaining**, subject to meeting Australian Government visa requirements. All marks and grades are fully transferable. Students should consult with an Academic Advisor at the University of Wollongong in Australia if they wish to transfer.

#### **4.6 Further Information**

To ensure all students have the most current, accurate and correct information, they are strongly encouraged to keep their contact details up to date on SOLS and contact one of the following for assistance:

**The Registrar**  
Ground Floor  
Room G-06  
Block 15  
Knowledge Village

**College of Business**  
Second floor  
Room 2-24  
Block 15  
Knowledge Village

## SUBJECT DESCRIPTIONS

### **ACCY100 Accounting 1A**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (2 hrs) & Computer Lab (1 hr)

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This subject is an introduction to the processes of accounting and the financial management and is concerned with money, records of money, calculations of income and wealth; financial decision making; the information that can be provided by an accounting system as a basis for decision making and the techniques of processing such information.

### **ACCY102 Accounting I B**

*Pre-requisite:* ACCY100  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (2 hrs) & Computer Lab (1 hr)

---

This subject builds on the understanding of accounting developed in ACCY100. It examines financial measures of business activities and the systems that enable the measures to be recorded and then reported and communicated to the various stakeholders of entities such as owners (including partners and shareholder), providers of credit (lenders and creditors), management as well as other interested parties.

### **ACCY200 Financial Accounting II A**

*Pre-requisite:* ACCY100 & ACCY102  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Accounting); BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (2 hrs)

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This subject is an introduction to accounting theory and critique, and the preparation of accounting statements to comply with accounting and statutory regulation. This subject also covers reporting requirements for economic groups consisting of multiple legal entities.

### **ACCY201 Financial Accounting II B**

*Pre-requisite:* ACCY200  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (2 hrs)

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Accounting standards are applied to companies and groups of companies in order to produce external financial reports. The subject contains three distinctive but inter-related standards. First, there is a technical strand of knowledge and skills used in applying accounting standards to financial reports. Secondly, there is a contextual strand, which highlights the environment in which financial reporting takes place. Thirdly, there is a theoretical strand, where deeper issues relating to accounting practice will be explored. Lectures, tutorials, workshops and assessment tasks will provide opportunities to develop students' understanding of each of these three strands.

### **ACCY211 Management Accounting II**

*Pre-requisite:* ACCY100 & ACCY102  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA; BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Computer Lab (2 hrs)

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This subject deals with the design, production and use of accounting and other quantitative information in the planning and control of organisations, including the management of the production function, decentralised organisations, derivation of cost relationships and statistical control of costs.

## **ACCY231 Information systems in Accounting**

*Pre-requisite:* ACCY100 & ACCY102  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Computer Lab (2 hrs)

This subject introduces management information systems, including data collection and processing, internal control and internal reporting. System design and computer applications are also covered.

## **ACCY305 Financial Accounting III (Replaces ACCY302 from Spring Session 2008)**

*Pre-requisite:* ACCY201  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject offers a critical evaluation of advanced aspects of financial accounting and external reporting with particular reference to developments in accounting theory, professional standards, and accounting practice including the critical evaluation and comparison of various financial accounting theories. This subject explores financial accounting in its organisational, social and political contexts.

## **ACCY312 Management Accounting III**

*Pre-requisite:* ACCY211  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

An advanced treatment of management accounting theory and its relationship to decision theory, including model building and use, cost predictions, pricing decisions, and the behavioral dimensions of management accounting.

## **ACCY328 International Taxation**

*Pre-requisite:* ACCY201  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject covers cross border transactions with respect to the taxes the entity may incur as they trade and how these have an impact on the pricing of products. International taxation as it applies to the individual and a company are explored as well as its impact on their income and other trading activities. This subject also takes a comparative perspective of a number of issues confronting both companies and individuals who transact across national borders. Comparisons of taxation between countries such as Australia, UAE, UK and the USA will be examined.

## **ACCY342 Auditing and Assurance Services**

*Pre-requisite:* ACCY201  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Accounting)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject examines the contemporary risk and assurance approach to auditing, the collection and evaluation of audit evidence and the audit reporting process. The subject also develops an understanding of the legal environment in which the auditor works and focuses on the requirements of financial statement audit. In addition to this, the program introduces the use of computer assisted audit techniques and considers issues related to computer information systems audit.

## **ARTS015 Introduction to University Life**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring, Summer  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (1 hr) & Tutorial (2 hrs)

This subject is designed to help students in the transition between secondary and tertiary education and to prepare them for university life. It aims to ensure students' success at university by helping them to acquire the necessary life skills, and by encouraging them ultimately to become independent learners. The subject also teaches the skills involved in writing an academic essay and introduces students to the research skills necessary for a successful academic life. This may entail a completely different approach to learning than many students have been familiar with in their secondary education. However, this subject is specifically designed to facilitate the transition. A key element in this endeavour is willingness on the part of students to take responsibility for their own learning and to strive consistently to improve their work. The emphasis is on establishing good study habits which will serve students throughout their academic life.

## **ARTS017 Islamic Culture**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring, Summer  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (1 hr)

This subject aims to provide general education about the contributions of Islam throughout history. The interaction of Islam with various civilizations, and its impact in many fields of knowledge will be highlighted. Also, students will gain understanding about the virtues of Islam as reflected through the practices and accomplishments of its scholars and scientists. Further, students will be encouraged to learn about how Islamic concepts overlap with other faiths' principles and teachings.

## **ARTS035 Introduction to Philosophy**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject focuses on critical thinking, independent research, and appropriate oral presentation of a reasoned and informed argument. It is vital to a successful university life that students develop their own informed opinions on a range of subjects. The ideal medium to develop an appropriate approach to the art of reasoning is via a study of philosophy. An awareness of the major thrusts of philosophy from the principal regions of the world will provide students with the foundations, framework and confidence to be able to express their opinions articulately, knowledgeably and logically. This subject gives students the skills and the opportunity to do this, both individually and as part of a team. It also develops their critical evaluation of research material and allows them to make judgements on published sources. The subject is designed to ensure students' academic success by helping them to become independent thinkers and learners. A key element in this endeavour is willingness on the part of the students to take responsibility for their own learning and to strive consistently to improve their work. The basic, fundamental goal of this course is to broaden students' horizons via the 'great philosophical debate; to question and challenge our accepted wisdom of ourselves and the world around us.

## **COMM110 Introduction to Business Information Systems**

*Pre-requisite:* ARTS015 & CSC1015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Computer Lab (2 hrs)

This subject examines the roles of information systems in a modern organization. Topics covered include: computer hardware, systems software and networks, operating systems/productivity tools, standard business systems, file/data management, processes and modeling techniques used in computer systems development, information systems for management and decision support, security and privacy issues. The practical component includes using the Internet, word processing, spreadsheets and database systems.

## **COMM121 Quantitative Methods I**

*Pre-requisite:* ARTS015 & STAT015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (3 hrs) & Tutorial (1 hr)

This subject is an introduction to quantitative techniques and their application to business economics. Emphasis will be on statistics and topics will include descriptive statistics, probability, sampling, confidence intervals and hypothesis testing, elementary correlation and regression analysis and the use of computer programs for estimation and analysis.

## **COMM351 Business Ethics and Governance**

*Pre-requisite:* 72 credit points  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

An examination of the central issues in business ethics covering topics such as the social responsibility, individual and corporate values, models for making ethical decisions, ethics for the employee, the customer, the environment, the community, the government and the multinational context. Class consists primarily of student-centered discussion and experiential activities.

## **CSCI015 Computer Applications**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring, Summer  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (1 hr) & Computer Lab (2 hrs)

CSCI015 teaches students basic computing concepts, theories and various applications of Information Technology in society. Students also learn how to use different types of software confidently and competently, including the Windows operating system and a variety of application packages for word processing, spreadsheets and presentations. This subject is designed to build students' knowledge of computer operations and develop students' skills in using computers for a wide variety of applications. Upon completing this subject, students will be able to use a computer as a tool in their studies, and undertake more advanced subjects at university which require computer competence.

## **ECON101 Macroeconomic Essentials for Business**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject analyses relevant macroeconomic concepts and principles in an integrated macroeconomic environment. Simple macroeconomic models will be developed to characterise the interdependencies of the more important components parts of a macro economy. This will allow students to analyse some real world problems and to start identifying and formulating appropriate macroeconomic policies

## **ECON111 Introductory Microeconomics**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject is an introduction to microeconomics and its application to contemporary social and economic problems. Elementary economic theory and the necessary institutional framework will be developed.

## **ECON216 International Trade Theory and Policy**

*Pre-requisite:* ECON111  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject is designed to provide an introduction to international trade theory and international trade policy. It will examine the theory, policies, practices and institutions of relevance to a country's trade with other nations. The following broad questions will be addressed: Why do nations trade with each other? What are the gains and losses from free trade to the nations involved? What determines the pattern of international trade and production? What are the effects of various commercial policies on the nations involved and on the welfare of various groups within those nations? How does the foreign exchange market work and in what ways does it facilitate or impede international trade? What are the possible effects of exchange-rate policies on a country's production, employment and price level? How is a country's trade performance linked to its external debt and economic growth? How can trade affect the local and global environment?

## **ECON332 Managerial Economics and Operations Research**

*Pre-requisite:* ECON111 & FIN221  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BBA  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject develops and applies a variety of quantitative techniques to economic and managerial decision-making. It covers a wide range of quantitative analyses such as forecasting techniques, Markov process models, PERT, CPM and specialized network algorithms, risk preference analysis, transportation and assignment models and quadratic and nonlinear programming.

## **ENVI030 Environmental Science (To replace ARTS025 from Summer Session 2008)**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

The rapid and global changes affecting the environment have gained prominence as of late. This subject addresses the reasons behind the rising interest in maintaining a healthy environment that can support the diversity of all living beings. The field of environmental science is multi-disciplinary and encompasses natural sciences, engineering sciences and social sciences. Hence, the study of the diversity of factors and their influence, interaction and dynamics on the state of the environment will help us to understand its complexity and increase our awareness of the actions required to preserve our delicate ecosystem, and to minimize the harmful consequences resulting from human and economic growth.

## **FIN221 Introductory Business Finance**

*Pre-requisite:* ACCY102 & ECON111  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject provides an introduction to business finance. It includes a critical examination of the theory and practice of corporate financial management, including the capital structure decision, the capital acquisition/disbursement decision, and the investment decision for both current and long term assets. The main focus is on financial decision making, with consideration of risk and returns a fundamental consideration.

## **FIN223 Investment Analysis**

*Pre-requisite:* FIN221 or FIN241  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject deals with security analysis and portfolio management. The subject is both descriptive, dealing with a range of securities and the market they operate in, and theoretical, considering theories of the market and the equilibrium prices of securities. Topics covered include portfolio theory and the capital asset pricing

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model, portfolio management, company, industry and market analysis, investment strategies and the evaluation of portfolio performance.

**FIN226 Financial Markets and Institutions**

*Pre-requisite:* ACCY102 & ECON111  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA; BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject examines the history and development of financial institutions and financial markets. Topics covered include: the role of the financial system; functions of financial markets; money markets and capital markets; the banking and payments system; financial systems regulation; the operations of the stock exchange; corporate and government debt markets; the Euromarket; and, derivative markets.

**FIN241 International Financial Management**

*Pre-requisite:* ACCY102 & ECON111  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject introduces students to the use of financial tools in an international context. The subject covers the basic techniques of finance and these are then related to international financial markets, institutions and practice. Students learn to evaluate the relationship between risk and expected return from international investments and develop an understanding of short and long-term international debt and equity capital markets.

**FIN322 Advanced Business Finance**

*Pre-requisite:* 12 credit points of FIN subjects  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject examines advanced aspects of the financial management of corporate resources with an emphasis on issues in financial planning and strategy. Topics include firm governance and the role of shareholders and stakeholders, the management of corporate debt and equity, mergers and acquisitions, financial distress and restructuring, and financial architecture and strategies. Special attention is given to the increasing complexity of the business environment and departure from the assumptions of an ideal capital markets.

**FIN323 Portfolio Management**

*Pre-requisite:* FIN223  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject undertakes the advanced analysis of investment theory with an emphasis on the integration of derivative use and strategies with other portfolio management skills. Individual topics include, binomial decision theory, trading strategies using complex derivative structures, interest rate futures and swaps, the 'Greeks', futures options, value at risk, credit derivatives, and weather, energy, and insurance derivatives.

**FIN 324 Financial Statement Analysis**

*Pre-requisite:* 12 credit points of FIN subjects & ACCY200  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject introduces the language, concepts and principles of corporate financial information analysis, and critically evaluates financial statements as data sources for business analysis and valuation. A four step business evaluation framework guides extraction of decision useful information from publicly available accounting information sources within the context of business strategies. Analytical principles and techniques



are applied to four commonly met areas of business decisions about corporate financial performance and evaluation.

### **FIN325 Bank Management**

*Pre-requisite:* 12 credit points of FIN subjects  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject examines and deals with information on the bank management practices and operation of banks. The subject involves in depth discussions and analysis of bank management issues such as bank lending, banking interest rate models, off-balance sheet activities, operating costs & technology, foreign exchange, sovereign, liability & liquidity risks management and capital adequacy within the international banking framework.

### **FIN351 International Finance**

*Pre-requisite:* 12 credit points of FIN subjects  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Finance)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject analyses financial markets in the international sphere. It explores the concepts and relationships linking international financial markets within the region and the operation of firms in those markets. It covers such issues as the de-regulation, the pricing of foreign exchange, the international financing decision, foreign exchange and interest rate risk management.

### **FIN353 Global Electronic Commerce**

*Pre-requisite:* FIN221 & COMM110  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (International Business)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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Electronic forms of finance have expanded significantly over the last ten years. Even though electronic finance has existed for some time in the banking sector using private telecommunications networks, it is the commercial application of the Internet that has provided the catalyst for change in what we now speak of as e-commerce. Electronic finance is described in this broader framework. Global Electronic Finance is a subject providing an overview of financial developments globally as well as a critical analysis of these developments. The course will develop students' knowledge, understanding and ability to critically analyze developments in global electronic commerce. Students will be expected to consider and discuss issues related to financial functions and processes, which have been modified to electronic form and the economic basis for these developments. Other issues such as the regulation and use of electronic data as information will also be addressed.

### **IACT201 Information Technology & Citizens' Rights**

*Pre-requisite:* 24 credit points of 100 level subjects  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (2 hrs)

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IACT201 will examine the information technology industry which encompasses: telecommunications; computing; broadcasting and publishing. It will analyse the encroachment of industry activities that use electronic media on: citizens' rights in matters of data surveillance; freedom of access to information and ownership of intellectual property. The extent to which technical solutions to these problems can and cannot be provided will be discussed and alternative non-technical (e.g. administrative or regulatory) solutions will also be treated. An investigation of the current legal safeguards, their legislative histories and the need for new legislation will be covered.

## **LAW101 Law, Business & Society**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

Effective participation in the business world and in society in general, requires an understanding of the law and of legal processes. LAW101 Law, Business and Society introduces students to areas of law most relevant to involvement in the business sector. The consideration of the law focuses on its practical implications for achieving business objectives and preventing legal problems arising. As the major case study, students are expected to gain an understanding that contract law is the basis of commercial law and is thus essential for persons wishing to engage in business. It also aims to provide a knowledge and skills base for those intending to pursue further legal studies.

## **MARK101 Marketing Principles**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

The subject examines basic marketing concepts to build up a sound understanding. The material assists those who want to be specialist marketers and those interested in undertaking other business or professional studies. What you learn in this subject will be of value to you for the rest of your lives as consumers and as members of the business community.

## **MARK 201 Applied Marketing Research A**

*Pre-requisite:* MARK101  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

In an increasingly dynamic environment where market data and computers are easily available, marketing research is not a field of competitive advantage. However failure to engage in marketing research activity leads to disadvantages in the strong competitive market place. Mastering marketing research is necessary for successful marketing. This subject will focus on the practice of marketing research by integrating theory and application. Applied Marketing Research includes the research process from the problem definition to the fieldwork design. The remaining components are covered in Applied Marketing Research B.

## **MARK202 Applied Marketing Research B**

*Pre-requisite:* MARK101 & MARK201  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Computer Lab (1 hr)

In an increasingly dynamic environment where market data and computers are easily available, marketing research is not a field of competitive advantage. However, failure to engage in marketing research activity leads to disadvantages in the strong competitive market place. Mastering marketing research is necessary for successful marketing. This subject will focus on the practice of marketing research by integrating theory and application. Applied Marketing Research B (MARK202) continues where Applied Marketing Research A (MARK201) ends and encompasses the entire marketing research process starting with the fieldwork phase: organising, supervising and conducting fieldwork, entering data, analysing data, drawing conclusions and reporting the findings.

## **MARK217 Consumer Behaviour**

*Pre-requisite:* MARK101  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BBA; BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

Consumer Behaviour involves gaining a greater understanding of the consumers as individuals by studying perception learning and memory, motivation and values, personality, lifestyles, attitudes change. Additionally the content of this subject focuses upon consumers as decision makers, involving an examination of the entire purchase process. Other areas of interest include household and organizational decision-making, and the influence of culture on consumption.

### **MARK270 Services Marketing**

*Pre-requisite:* MARK101  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA; BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject covers the practice of marketing of services. Significantly, this incorporates both conceptual and practical issues not always evident in the existing marketing literature covering the marketing of products. As well, the global growth of the service sector has focused attention on the marketing function for organisations serving this sector. This subject is designed to equip practitioners to function effectively in the expanding world of services marketing.

### **MARK301 Internet Applications for Marketing**

*Pre-requisite:* MARK101  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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This subject deals with the issues facing internet users to establish the distinctly different environment in which people operate online. This grounding is then used as a basis to build an understanding of the internet to key applications in marketing such as research, adding value in the areas of product, distribution, pricing and promotion. It is a consumer focused perspective that most students will be able to relate to from their own experience.

### **MARK333 Marketing Communications and Advertising**

*Pre-requisite:* MARK101  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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Marketing communications (marcoms) come in many forms. Examples include, but are far from limited to, mass media advertising, promotions, celebrity endorsements, and after-sales support. This subject aims to develop students' appreciation of the role that marcoms play in the company's marketing efforts as well as how prospective customers process and are influenced by marcoms. The subject has a managerial perspective and by the end of the subject students will be able to both manage and critically evaluate marcoms campaign

### **MARK343 International Marketing**

*Pre-requisite:* MARK101  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA; BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

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The principal aim of the subject is to analyze the global marketing environment and develop appropriate international marketing strategies. The content will include: socio-economic, legal, political, financial and cultural factors affecting international marketing operations; analyzing the profiles of selected regional markets and strategic options for entry and expansion in those markets; international Applied Marketing Research methods and data analysis techniques; international marketing mix decisions; and contemporary issues in multinational marketing.

### **MARK344 Marketing Strategy**

*Pre-requisite:* MARK101 & 12 credit points of 200 level MARK subjects  
*Credit Points:* 6  
*Sessions:* Spring

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*Degree Program(s):* BBA; BCOM (Marketing)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This is the 'capstone' unit in the marketing major. As such it is designed to integrate skills and knowledge in a number of other business disciplines. It will draw knowledge in a number of other business disciplines. It will draw heavily on the areas of not only marketing theory and market heavily on the areas of not only marketing theory and research methods but also economics, finance, managerial accounting and management theory. It is designed to develop analytical skills and diagnostic ability for the proposal, implementation and control of alternative marketing strategies and plans.

### **MATH015 Foundation Mathematics A**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring, Summer  
*Degree Program(s):* All (GED subjects)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject is designed for students who are entering degree courses for which a background in mathematics is desirable. It provides a necessary basis for all students progressing to the second year of university degree courses in the business and information technology areas.

### **MATH020 Foundation Mathematics B**

*Pre-requisite:* MATH015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (2 hrs)

This subject is designed to consolidate the theory and concepts introduced in MATH015 and provide the student with mathematical background for further studies of mathematics and mathematics related subjects. This subject aims to develop skills necessary for using standard tables available to students of Mathematics. Topics covered include trigonometry and related calculus - standard identities, common values of the trigonometric functions, radian measure, arc length, unlimited angles, simple trigonometric equations, graphs of the trigonometric functions, sum of angles, double angles, trigonometric limits, derivatives of trigonometric functions, integrals of trigonometric functions, inverse trigonometric functions, integration using trigonometric substitutions.

### **MGMT102 Business Communications**

*Pre-requisite:* ARTS015 & ARTS025  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BBA; BCOM (Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject introduces the theory and practice of communication in business and in workplaces. It offers knowledge and information on how students can become more effective, culturally sensitive and humane communicators personally and professionally. It examines and discusses the cultural, organisational and personal contexts and processes of communication in groups, meetings, interviews, public speaking, presentations and writing. Other issues discussed include interpersonal skills, understanding non-verbal messages, listening and building relationships in business and workplaces.

### **MGMT110 Introduction to Management**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* BBA; BCOM All  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject introduces students to key management theories and concepts including organizational culture, social responsibility, ethics, managing groups, motivating employees, planning, managing human resources and employee relations, strategic management, decision-making, managing operations, leadership and management control systems. The subject is designed to provide an opportunity for students to acquire understanding through a series of lectures supported by student participation in simulation activities. The subject is presented from the point of view of managers, but students will learn how the different interests between organizational stakeholders affect various management processes.

## MGMT201 Organisational Behavior

*Pre-requisite:* MGMT110  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BBA; BCOM (Management); BCOM (HR Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

The subject examines aspects of the social and behavioural sciences that are relevant to understanding human behaviour in work organisations. The focus of the subject ranges from the behaviour and activities of individuals and groups in organisational settings, to understanding complex organisations as a whole.

## MGMT205 Recruitment & Selection

*Pre-requisite:* MGMT110 & MGMT206  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (HR Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject examines the environment and process of recruitment and selection. Recruitment strategies are described and assessed from the perspective of the organisation and the individual. In particular, a range of personnel selection techniques are examined in relation to reliability, validity, fairness and applicability. Also a range of practical skills in designing personnel selection techniques are developed.

## MGMT206 Managing Human Resources

*Pre-requisite:* MGMT110  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BBA; BCOM (Management); BCOM (HR Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject is concerned with the concepts, techniques and activities involved in managing the flow of people through work organisations. Emphasis is placed on understanding the techniques of contemporary Human Resource Management that can be applied in organisations to facilitate the acquisition and development of staff, to influence positively their job performance, and to manage the processes of staff turnover and retention.

## MGMT218 Competitive Analysis

*Pre-requisite:* ECON111  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* Elective  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject develops models and techniques for measuring and understanding the complexity of competition. Case studies and empirical analysis are used to show how firms can analyze its industry, understand its competitors and its own position, and how this might influence its business strategy. Topics include: Structural analysis of industries; Competitive strategies/framework for analysis; Development of generic strategies; Strategy in different industrial environments; Strategic decisions/competitor analysis; Strategy in a multinational competitive environment.

## MGMT220 Organisational Analysis

*Pre-requisite:* MGMT110  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Management); BCOM (HR Management);  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject examines different perspectives from which organisations can be analysed. Students are provided with an understanding of the main theoretical frameworks used to explain how organisational members are affected by organisational structures, environments, political processes and cultural aspects of organizations.

## MGMT301 Managing Across Cultures

*Pre-requisite:* MGMT110 & 12 cp from 200 or 300 level Commerce subjects  
*Credit Points:* 6  
*Sessions:* Spring

APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS

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*Degree Program(s):* BCOM (International Business)

*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject explores the influence of culture on management from an international business perspective. It discusses major theories of culture and their practical application to management issues such as communication, negotiation, decision-making, human resource management, ethics, expatriation and diversity. The subject fosters an understanding of how to manage successfully across cultural boundaries in an international business context.

### **MGMT309 Supply Chain Strategies**

*Pre-requisite:* MGMT110 & (COMM121 or STAT131)

*Credit Points:* 6

*Sessions:* Spring

*Degree Program(s):* BCOM (Management)

*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject focuses on supply chain strategies that are customer focused and market driven. It distinguishes between operational or supply-based approaches and strategic approaches to supply chain management, exploring the latter in depth. This subject highlights and provides solutions to the main challenges facing organisations wanting to select design and implement successful supply chain strategies in an increasingly global and competitive environment.

### **MGMT311 Management of Change**

*Pre-requisite:* MGMT110

*Credit Points:* 6

*Sessions:* Autumn

*Degree Program(s):* BCOM (Management); BCOM (HR Management)

*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject deals with management of change in organisations. Topics include: sources of change, resistance to change, coping with change, organisational values, creation of organisational visions and missions, leading organisational change, models of organisational change, creation and change of organisational cultures. Emphasis is placed on the application of theory to case study examples.

### **MGMT314 Strategic Management**

*Pre-requisite:* MGMT110 & MARK101 & (MGMT218 or MGMT220)

*Credit Points:* 6

*Sessions:* Spring

*Degree Program(s):* BBA; BCOM (Management); BCOM (HR Management)

*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

The subject deals with the strategic management process and planning functions in the business enterprise. Emphasis will be placed on the process by which opportunities and threats to the business enterprise are recognised and evaluated, and on the strategies required to meet these challenges. Topics include: business mission; customer and competitor analysis; industry analysis; environmental analysis; strategy and organisation; alternative business strategies.

### **MGMT316 Operations Management**

*Pre-requisite:* ECON111 & (COMM121 or STAT131)

*Credit Points:* 6

*Sessions:* Autumn

*Degree Program(s):* BCOM

*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

The purpose of this subject is to provide the student with a broad understanding of the key issues in modern operations management in both manufacturing and service organisations, and to allow the student to develop some basic skills in the methodologies of operations management. It is an introductory subject designed for undergraduate students with no previous study in operations management. The subject content and assessment components reflect quantitative procedures associated with operations management and also qualitatively explore the relevant strategic, managerial and ethical issues associated with operations management.

### **MGMT321 Occupational Health and Safety Management**

*Pre-requisite:* MGMT110 & MGMT206

*Credit Points:* 6

*Sessions:* Autumn

**APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS**

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*Degree Program(s):* BCOM (HR Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject aims to give students a critical introduction to the broad subject of Occupational Health and Safety Management (OHSM) and to examine in detail some of the specific theoretical and practical issues related to the topic. Under the broad rubric of OHSM, there are a number of competing perspectives, views and voices. This subject will not privilege one model over another. Rather, it will present some of these competing views in a manner that will require individual students to exercise their critical faculties and develop their own, theoretically informed approach to the practical management of OH&S.

### **MGMT322 Training and Development**

*Pre-requisite:* MGMT110 & MGMT206  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BCOM (HR Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject provides students with an understanding of key concepts and practical approaches to the development of people in organisations. Topics include: theories and models of learning; job analysis; identification of training needs; training delivery forms and their selection; skills development and training; multi-skilling and flexibility; management development; succession planning; national and international frameworks of training; organisational learning and the learning organisation; organisational development; evaluation of training and development.

### **MGMT341 International & Comparative Employee Relations**

*Pre-requisite:* MGMT110 & 12 cp from 200 or 300 level Commerce subjects  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (International Business)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject focuses on the management of people in multinational firms. Main topics include: differences between domestic and international human resource management (HRM) and firm-level adjustments as firms go international; managing and supporting staff on international assignments (recruitment and selection, training and development, compensation and re-entry and career issues); global HRM issues, including industrial relations, performance management, and future issues; the HRM and industrial environment in a selection of countries.

### **MGMT350 Quality Management**

*Pre-requisite:* MGMT110 & (COMM121 or STAT131)  
*Credit Points:* 6  
*Sessions:* Spring  
*Degree Program(s):* BCOM (Management)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

The purpose of this subject is to provide the student with an introduction to the principles and tools associated with the management philosophy and technique called 'Quality Management'. It is an introductory subject designed for undergraduate students with no previous study in this field. The subject engages both qualitative and quantitative approaches to help students to identify, analyse and understand the impacts of quality management systems in any organisation.

### **MGMT389 International Business Management**

*Pre-requisite:* MGMT110 & MARK101 & MGMT218  
*Credit Points:* 6  
*Sessions:* Autumn  
*Degree Program(s):* BBA  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject deals with the international business environment and the key issues involved in operating in international and global markets. The international and global business environment, entry modes, global strategies, functional strategies and the management and control of international/global operations are covered. On completion of this subject, students will have an understanding of international business and be able to apply key concepts in analyzing and developing international business strategies.

## **PSYC015 Introduction to Psychology**

*Pre-requisite:* ARTS015  
*Credit Points:* 6  
*Sessions:* Autumn, Spring  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject introduces students to the discipline of psychology and its scientific nature. It seeks to present an overview of the main areas of psychology including behavioral psychology, developmental psychology, personality, social psychology, and clinical psychology. Students will be exposed to the main theories in the different areas of psychology as well as their practical application in real life situations such as personal development, family life, business, and interpersonal relations.

## **STAT015 Introduction to Statistics**

*Pre-requisite:* None  
*Credit Points:* 6  
*Sessions:* Autumn, Spring, Summer  
*Degree Program(s):* All (GED subject)  
*Weekly Contact Hours:* Lecture (2 hrs) & Tutorial (1 hr)

This subject provides an introduction to the study of statistics. The aim of the subject is to provide students the statistical tools necessary for analyzing data for taking business decisions. Students should be able to learn to think about data by working with data. This subject is designed to:

1. Show the relevance of statistics to a wide range of disciplines and everyday life.
2. Provide the student with fundamental concepts of statistical methods.
3. Give the student ample opportunity to apply statistical methods through problem solving and discussion.
4. Provide the student with the fundamental concepts of statistical reasoning.
5. Give the student ample opportunity to apply statistical reasoning through examples and discussion.
6. Enable to student to improve communication skills.
7. Develop analysis and problem solving skills.
8. Familiarize the student with statistical terminology.
9. Develop skills required to deal critically with numerical arguments.
10. Prepare the student to undertake statistical subjects at university.



## SUBJECTS ON OFFER

Subject Code	Subject Title	Autumn 2008	Spring 2009
ACCY100	Accounting 1A	✓	✓
ACCY102	Accounting 1B	✓	✓
ACCY201	Financial Accounting 2 B		✓
ACCY200	Financial Accounting 2 A	✓	
ACCY211	Management Accounting 2	✓	
ACCY231	Information systems in Accounting		✓
ACCY305	Financial Accounting 3		✓
ACCY312	Management Accounting 3	✓	
ACCY328	International Taxation		✓
ACCY342	Auditing & Assurance Services	✓	
ARTS015	Introduction to University Life	✓	✓
ARTS017	Islamic Culture	✓	✓
ARTS035	Introduction to Philosophy	✓	✓
COMM110	Introduction to Business Information Systems	✓	✓
COMM121	Quantitative Methods 1	✓	✓
COMM351	Business Ethics & Governance	✓	✓
CSCI015 *	Computer Applications	✓	✓
ECON101	Macroeconomic Essentials for Business	✓	✓
ECON111	Introductory Microeconomics	✓	✓
ECON216	International Trade Theory & Policy	✓	✓
ECON332	Managerial Economics & Operations Research		✓
ENVI030	Environmental Science	✓	
FIN221	Introductory Business Finance	✓	✓
FIN223	Investment Analysis	✓	
FIN226	Financial Markets & Institutions	✓	
FIN241	International Financial Management	✓	
FIN322	Advanced Business Finance		✓
FIN323	Portfolio Management		✓
FIN324	Financial Statement Analysis	✓	
FIN325	Bank Management		✓
FIN351	International Finance		✓
FIN353	Global Electronic Commerce	TBA	TBA
IACT201 *	Information Technology and Citizens' Rights	✓	✓
LAW101	Law, Business & Society	✓	✓
MARK101	Marketing Principles	✓	✓
MARK201	Applied Marketing Research A	✓	
MARK202	Applied Marketing Research B		✓
MARK217	Consumer Behavior		✓
MARK270	Services Marketing	✓	
MARK301	Internet Applications for Marketing	✓	
MARK333	Marketing Communications		✓
MARK343	International Marketing	✓	
MARK344	Marketing Strategy		✓
MATH015 *	Foundation Mathematics A	✓	✓
MATH020 *	Foundation Mathematics B	✓	✓
MGMT102	Business Communications		✓
MGMT110	Introduction to Management	✓	✓
MGMT201	Organizational Behavior		✓
MGMT205	Recruitment & Selection	✓	
MGMT206	Managing Human Resources		✓
MGMT218	Competitive Analysis	✓	
MGMT220	Organizational Analysis		✓
MGMT301	Managing Across Cultures	TBA	TBA
MGMT309	Supply Chain Strategies		✓
MGMT311	Management of Change	✓	
MGMT314	Strategic Management		✓
MGMT316	Operations Management	✓	
MGMT321	Occupational Health & Safety Management	✓	
MGMT322	Training and Development	✓	
MGMT341	International & Comparative Employee Relations	TBA	TBA

**APPLICABILITY: STUDENTS WHO HAVE JOINED AUTUMN 04 ONWARDS & NEW STUDENTS**

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Subject Code	Subject Title	Autumn 2008	Spring 2009
MGMT350	Total Quality Management		✓
MGMT389	International Bus. Management	✓	
PSYC015	Introduction to Psychology	✓	✓
STAT015	Introduction to Statistics	✓	✓

This Schedule is subject to change. The list of Summer 2009 subjects will be released in January 2009. Please note that Summer is an optional semester and only a limited number of subjects will be offered.

## MY DEGREE PLAN

To ensure quality in your degree and a proper distribution of subjects over all sessions, it is of UTMOST importance that you plan your subjects well in advance! Here are a few guidelines that you should follow in preparing your Degree Plan:

- ARTS015 must be done before any 100-level subject.
- Certain subjects have pre-requisites. Complete these pre-requisite subjects as soon as feasible.
- Most importantly, 100-level subjects must be completed BEFORE 200-level subjects; 200-level subjects must be completed BEFORE 300-level subjects!
- Rules pertaining to your individual degree and specialisation must be paid special attention to.
- If you need any assistance in planning your degree feel free to consult our helpful Academic Advisors.

If the above-mentioned guidelines are followed and your degree is planned smoothly, you should not have any difficulty with individual sessions.

**Good luck and get cracking on your Degree Plan!**

## DEGREE PLAN

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

<b>SESSION:</b>	
Subject Code	Core/Elective

Students can enrol in a maximum of five subjects in Autumn and Springs session through SOLS.  
To enrol in additional subjects, students require permission from the College Chair.

## AUTUMN SESSION 2008

### SUBJECT TIMETABLE

	Sunday	Monday	Tuesday	Wednesday	Thursday
<b>8.30 – 9.30</b>					
<b>9.30 – 10.30</b>					
<b>10.30 – 11.30</b>					
<b>11.30 – 12.30</b>					
<b>12.30 – 1.30</b>					
<b>1.30 – 2.30</b>				<b>PELT Workshop</b>	
<b>2.30 – 3.30</b>					
<b>3.30 – 4.30</b>					
<b>4.30 – 5.30</b>			<b>Research Seminar</b>		

*Check the PELT website for details of PELT workshops ([www.uowdubai.ac.ae/pelt](http://www.uowdubai.ac.ae/pelt)) and the research website for research seminar information ([www.uowdubai.ac.ae/research](http://www.uowdubai.ac.ae/research))*

### DUE DATES FOR ASSESSMENTS

Use the space provided below to record the due dates of all your assignments and tests. Refer to your subject outline for full details about your assessments.

Week	Subject	Assessment	%	Due Date
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

## SPRING SESSION 2009

### SUBJECT TIMETABLE

	Sunday	Monday	Tuesday	Wednesday	Thursday
8.30 – 9.30					
9.30 – 10.30					
10.30 – 11.30					
11.30 – 12.30					
12.30 – 1.30					
1.30 – 2.30				<b>PELT Workshop</b>	
2.30 – 3.30					
3.30 – 4.30					
4.30 – 5.30			<b>Research Seminar</b>		

*Check the PELT website for details of PELT workshops ([www.uowdubai.ac.ae/pelt](http://www.uowdubai.ac.ae/pelt)) and the research website for research seminar information ([www.uowdubai.ac.ae/research](http://www.uowdubai.ac.ae/research))*

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Week	Subject	Assessment	%	Due Date
2				
3				
4				
5				
6				
7				
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10				
11				
12				
13				



## FINAL EXAM TIMETABLES

The Final Exam Timetable is published on the College of Business website ([my.uowdubai.ac.ae/cbs](http://my.uowdubai.ac.ae/cbs)) under the "Timetables" link. The timetable is subject to change and students are advised to check the College of Business website for the latest version.

### AUTUMN SESSION 2008

Subject	Exam Date	Exam Time	Exam Location

### SPRING SESSION 2009

Subject	Exam Date	Exam Time	Exam Location

## **NOTES**