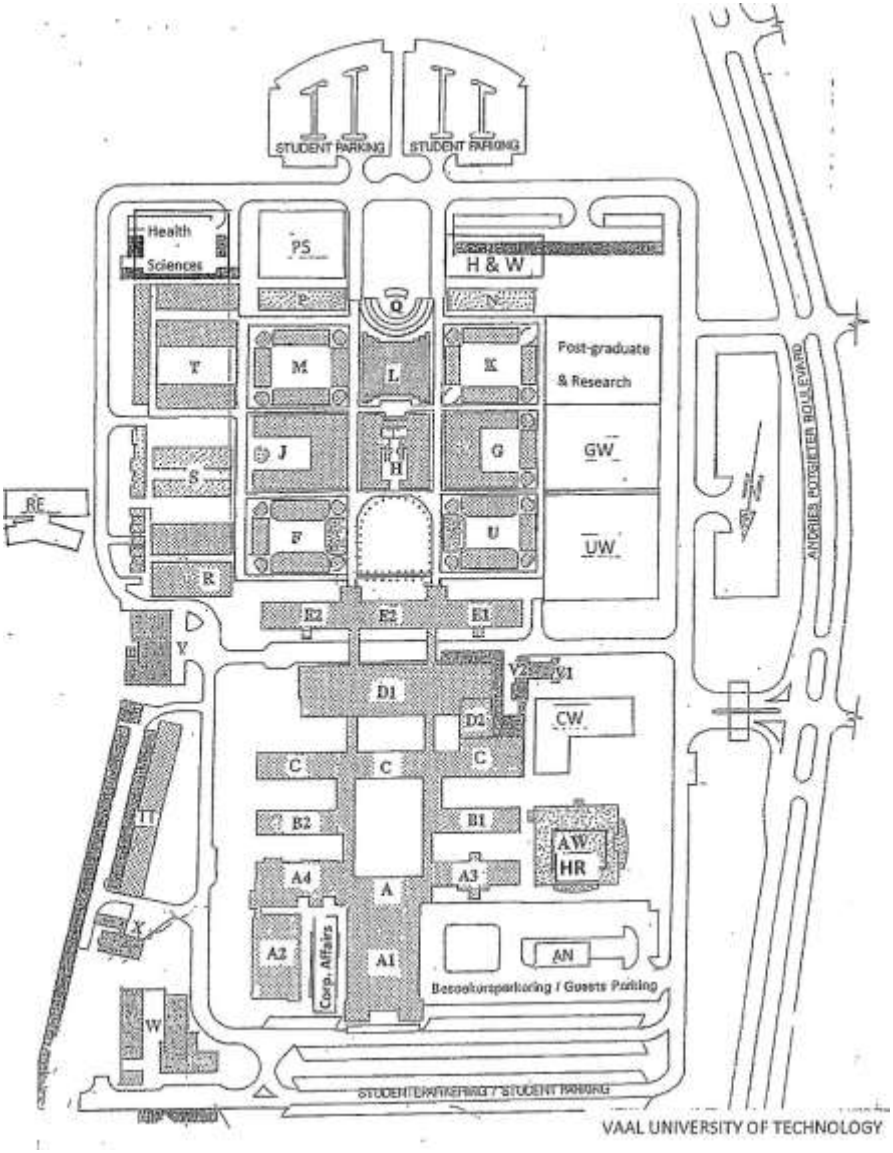
VAAL UNIVERSITY OF TECHNOLOGY
CAMPUS SITE PLAN



Faculty of Management Sciences Prospectus

First published 2009
Second edition 2010
Third edition 2012
Fourth edition 2013
Fifth edition 2014
Sixth edition 2015
Seventh edition 2016
Eighth edition 2018
Ninth edition 2019

Copies of the Faculty Prospectus are obtainable from:

The Registrar
Office: CW025
Tel: +27 (16) 950 9930
Fax: +27 (16) 950 9775

NB:

Although the information contained in this Faculty Prospectus has been compiled as accurately as possible, the Council and the Senate of the Vaal University of Technology accept no responsibility for any errors or omissions.

Index

1. Welcoming by the Executive Dean 3
2. Departmental Structure of Qualifications 4
3.1 Departmental Staff Details 5
3.2 Diploma: Cost & Management Accounting (new qualification) 6
3.3 Diploma: Internal Auditing (new qualification) 9
4. Department of Human Resource Management 14
4.1 Departmental Staff Details 14
4.2 Diploma: Human Resource Management 14
5. Department of Logistics 19
5.1 Departmental Staff Details 19
5.2 Diploma in Logistics 19
6. Department of Marketing & Sport Management 23
6.1 Departmental Staff Details 23
6.2 Diploma: Marketing 23
6.3 Diploma: Retail Business Management 26
6.4 Diploma: Sport Management 28
7. Syllabi 31

No index entries found.

1. Welcoming by the Executive Dean

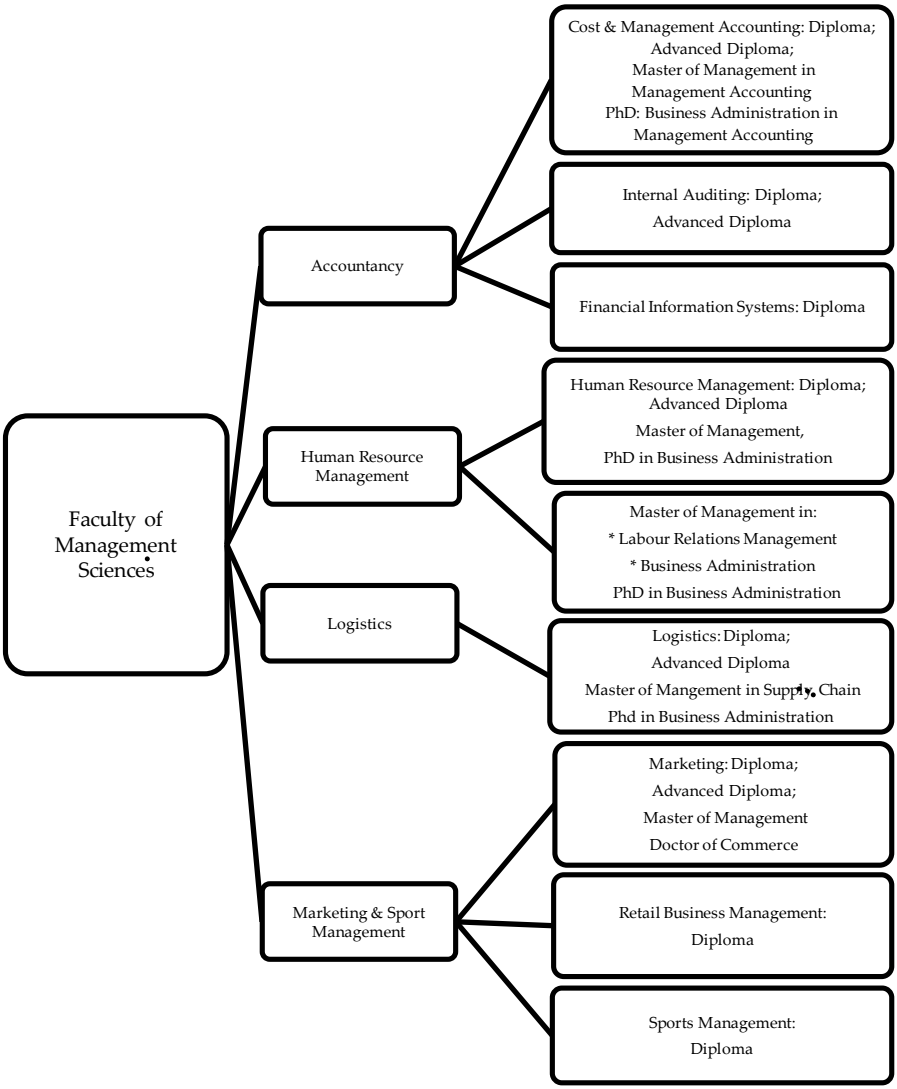
Welcome to the Faculty of Management Sciences of the Vaal University of Technology; a diverse and vibrant community dedicated to discovery, to making knowledge matter and to developing its staff and students to their utmost potential. With a combination of expertise and innovation and in keeping with the national priorities of the country, the faculty thrives within the fields of Accountancy, Marketing, Human Resource Management, Sport and Logistics. Our faculty is committed to the scholarship of teaching and learning, research and community engagement. We have assembled an extraordinary group of scholars in the various fields in the faculty who are committed to offering quality programmes that prepare our students to meet national and international priorities. Our faculty members bring an unparalleled devotion to teaching and a shared goal of enabling students to succeed.

Our students are sought after and are placed in high-quality first jobs upon graduation in the challenging job-market. This is an exciting time to be a student in the Faculty of Management Sciences as we continue to grow and enhance our programmes to maintain national eminence. I encourage you to fully embrace and take full advantage of the rich learning environment available at the Vaal University of Technology. I enthusiastically welcome your interest in the Faculty of Management Sciences.

On our website, you can read more about our faculty and you can learn about the core curriculum and departments that brings management sciences together. We look forward to receiving you in our faculty and being part of our lively family of staff and students at the Vaal University of Technology.

Prof M Dhurup
Executive Dean

2. Departmental Structure of Qualifications



3. Department of Accountancy

3.1 Departmental Staff Details

Surname, Initials & Title	Designation	Highest Qualification
Maseko GJ (Dr)	HoD	PhD
Mofoka, Q (Ms)	Administrator	BTech
Motloung, SM (Ms)	Office Assistant	N3
Beneke, J (Dr)	Senior Lecturer	PhD
Fouché, G (Ms)	Senior Lecturer	M Tech
Janse van Rensburg, I (Ms)	Senior lecturer	B Com (Hons)
Manuel, S (Dr)	Senior lecturer	PhD
Mitton, DM (Mr)	Senior lecturer	MBA
Mitton, MM (Ms)	Senior lecturer	M Com (Taxation)
Mosai, W (Mr)	Senior lecturer	M Int. Finance
Pooe, JB (Ms)	Senior lecturer	M Com
Venzke, S (Ms)	Senior lecturer	M Ed
Chikobvu, M (Ms)	Lecturer	M Com (Risk analysis)
Jiyane, N (Ms)	Lecturer	B Com (Hons); CIA
Makhuvele, E (Mr) Marx, R (Mr) Mokoena, C (Ms)	Lecturer Lecturer Lecturer	B Tech M Com M Tech (CMA)
Mudhombo, I (Mr)	Lecturer	MSc (Statistics)
Radebe, L (Ms)	Lecturer	M Tech (CMA)
Rafube, T (Ms) Robbetze, N (Ms) Rundora, R (Ms)	Lecturer Lecturer Lecturer	M Acc M Com (Acc) M Tech (CMA)
Sibanda, D (Mr)	Lecturer	MSc (NUST)
Siewe, CL (Mr)	Lecturer	M Tech (CMA)
Imuezerua, E (Mr)	Lecturer	M Tech (CMA)
Chemere, I (Mr)	Lecturer	B Com (Hons), CA(SA)
Lisene-Kesi, M (Ms)	Lecturer	M Com (Accountancy)
Koloko, B (Ms)	Lecturer	M Tech (CMA)
Makola, SA (Mr) Cassim, R (Ms) Trollip, R (Ms) Ziemerink, C (Ms)	Lecturer Lecturer Junior lecturer Junior lecturer	M com M Com B Compt B Com (Hons)
Khumalo, R (Ms)	Lecturer (NGAP)	M Com

3.2 Diploma: Cost & Management Accounting (new qualification)

Six semesters / three years full-time of class attendance at the University.

3.2.1 What are the Functions of a Cost & Management Accountant Graduate?

Management accounting is concerned with the provisions and use of accounting information to managers within organisations, to provide them with the basis to make informed business decisions that will allow them to be better equipped in their management and control functions. A management accountant needs to set up cash flow forecasts and budgets, do standard costing and analyse variances, evaluate and use various costing systems, do break-even-analysis and investment appraisals.

3.2.2 Career Opportunities

A career in Cost & Management Accounting offers challenging and exciting opportunities in both the private and public sectors. There is a continuous demand for trained Management Accountants.

Entry level	:	Costing /Accounting Clerk
Middle level	:	Cost Analyst / Assistant Accountant
Top level	:	Accountant /Chartered Management Accountant / Financial Manager

Research opportunities available at both industry and research institutions.

3.2.3 Curriculum

YEAR 1	
Semester 1	**Semester 2**
• Financial Accounting 1 (Module 1) • Commercial Law for Accountants 1(Module 1) • Economics (Module 1) • Applied Communication 1 (Module 1) • ICT Skills 1	• Cost and Management Accounting 1 • Commercial Law for Accountants 1 (Module 2) • Economics (Module 2) • Applied Communication Skills 1 (Module 2) • Auditing 1
YEAR 2	
Semester 3	**Semester 4**
• Financial Accounting 2 (Module 1) • Cost & Management Accounting 2 (Module 1) • Auditing 2 (Module 1) • Commercial Law for Accountants 2 (Module 1) • Taxation 1 • Applied Communication Skills 2 (Module 1) • Accounting Technology 1	• Financial Accounting 2 (Module 2) • Cost & Management Accounting 2 (Module 2) • Auditing 2 (Module 2) • Commercial Law for Accountants 2 (Module 2) • Applied Communication Skills 2 (Module 2)

YEAR 3	
Semester 5	**Semester 6**
• Financial Accounting 3 (Module 1) • Cost & Management Accounting 3 (Module 1) • Taxation 2 (Module 1) • Statistics 1 (Module 1) • Business Ethics	• Financial Accounting 3 (Module 2) • Cost & Management Accounting 3 (Module 2) • Taxation 2 (Module 2) • Statistics 1 (Module 2) • Entrepreneurial Skills 1 • Accounting Technology 2 (WIL)

3.2.4 Assessment

Assessment takes the form of tests, assignments, practical, tutorials and final examinations.

3.2.5 Articulation Options

Advanced Diploma: Cost & Management Accounting

- Admission Requirements:

  A completed 360 credits NQF level 6 relevant qualification (Diploma in Cost & Management Accounting), with an average of 60% on all the core (major) third year subjects/modules.
- Duration:

  This is a one-year full-time course. No part time classes offered.

- Curriculum:

Semester 1	Semester 2
• Advanced Cost & Management Accounting (Module 1) • Advanced Financial Accounting (Module 1) • Systems & Project Management (Module 1) • Financial Management	• Advanced Cost & Management Accounting (Module 2) • Advanced Financial Accounting (Module 2) • Systems & Project Management (Module 2) • Research Methodology

Master of Management in Cost and Management Accounting

- Admission Requirements:

  65% average for a completed PGD or equivalent qualification in COST AND MANAGEMENT ACCOUNTING. 65% average for Research Methodology (NQF 7) and Management Accounting (NQF 7). Successful achievement of the Faculty selection criteria.
- Duration:

  Two years full-time or four years part-time.
- Curriculum:

  Research by dissertation.

PhD: Business Administration in Cost and Management Accounting

- Admission Requirements:

  Relevant Master's degree or an equivalent qualification (NQF 8) approved by SAQA.

  Research Methodology course completed.

  Proof of previous research experience.
- Duration:

  Two years full-time or four years part-time.
- Curriculum:

  Research by thesis.

3.2.6 Professional Bodies

Membership to a professional body is not compulsory but is advisable. However, students at Advanced Diploma, Masters and PhD levels are advised to affiliate with the Chartered Institute of Management Accountants (CIMA) which is the world's leading and largest professional body of Management Accountants. In the Department of Accountancy, the Cost & Management Accounting qualification is accredited by CIMA (2007). Other options are the South African Institute of Professional Accountants (SAIPA) and the South African Institute of Business Accountants (SAIBA). Students can also affiliate with Accounting Technicians South Africa AT (SA). These associations require prospective members to sit an entrance examination to qualify for membership.

3.3 Diploma: Internal Auditing (new qualification)

Six semesters / three years full-time class attendance at the University.

3.3.1 What are the Functions of an Internal Auditing Graduate?

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. In doing this the internal auditor will analyse the efficiency of operations, the reliability of financial reporting, detecting and investigating fraud, safeguarding assets and compliance with laws and regulations.

3.3.2 Career Opportunities

A career in Internal Auditing offers challenging and exciting opportunities in both the private and public sectors. There is a continuous demand for certified internal auditors.

Entry level	:	Internal Audit Trainee
Middle level	:	Junior Internal Auditor
Top level	:	Chief Audit Executive

Research opportunities available at both industry and research institutions.

3.3.3 Curriculum

YEAR 1	
Semester 1	**Semester 2**
• Financial Accounting 1 • Commercial Law for Accountants 1 (Module 1) • Economics (Module 1) • Applied Communication 1 (Module 1) • ICT Skills 1	• Cost & Management Accounting 1 • Commercial Law for Accountants 1 (Module 2) • Economics (Module 2) • Applied Communication Skills 1 (Module 2) • Internal Auditing 1
YEAR 2	
Semester 3	**Semester 4**
• Financial Accounting 2 (Module 1) • Cost & Management Accounting 2 (Module I) • Internal Auditing 2 (Module 1) • Statistics 1 (Module 1) • Applied Communication Skills 2 (Module 1) • Taxation 1 (Module 1)	• Financial Accounting 2 (Module 2) • Cost & Management Accounting 2 (Module 2) • Internal Auditing 2 (Module 2) • Statistics 1 (Module 2) • Applied Communication Skills 2 (Module 2)

YEAR 3	
Semester 5	**Semester 6**
• Financial Accounting 3 (Module 1) • Cost & Management Accounting 3 (Module 1) • Internal Auditing 3 (Module 1) • Taxation 1 • Business Ethics 1 • Commercial Law for Accountants 2	• Financial Accounting 3 (Module 2) • Cost & Management Accounting 3 (Module 2) • Internal Auditing 3 (Module 2) • Information Systems Auditing 1 • Entrepreneurial Skills 1 • Accounting Technology 2 (WIL)

3.3.4 Assessment

Assessment takes the form of tests, assignments, practical, tutorials and final examinations.

3.3.5 Articulation Options

Advanced Diploma: Internal Auditing

- Admission Requirements:

  A completed 360 credits NQF level 6 relevant qualification (Diploma in Internal Auditing), with an average of 60% on all the core (major) subjects/modules.
- Duration:

  This is a one-year full-time course. No part time classes offered.
- Curriculum:

Semester 1	Semester 2
• Advanced Internal Auditing (Module 1) • Advanced Cost & Management Accounting (Module 1) • Advanced Financial Accounting (Module 1) • Research Methodology	• Advanced Internal Auditing (Module 2) • Advanced Management Accounting (Module 2) • Advanced Financial Accounting (Module 2) • Advanced Information Systems Auditing • Advanced Business Communication for Internal Auditing

3.3.6 Professional Bodies

Membership to a professional body is not compulsory but is advisable. However, students at Advanced Diploma level are advised to affiliate with the Institute of Internal Auditors (IIA). The IIA offers the only globally accepted Certification of Internal Auditors (CIA). Students can also affiliate with South African Institute of Professional Accountants (SAIPA) which equips its members with optimum accountancy practices, or ISACA (Information Systems Audit and Control Association) that focuses on the roles of information systems governance, security,

audit, and assurance professionals. Students can also affiliate with Accounting Technicians South Africa AT (SA). These associations require prospective members to sit an entrance examination to qualify for membership

3.4 Diploma: Financial Information Systems (new qualification)

Six semesters / three years full-time of class attendance at the University.

3.4.1 What are the Functions of a Financial Information Systems Graduate?

Financial Information Systems is a profession and activity involved in helping organisations achieve their objectives. It entails collecting and organising financial and operational data to enable you to advice the various levels of management as to where they stand in relation to short, medium and long-term plans. The graduate must also be able to advice the trends of inadequate profits and where opportunities exist that may be exploited in the dynamic and competitive business environment. The graduate plays a key role in day-to-day decision-making as well as in the long-term capital investment decisions. With this programming knowledge, the graduate is a vital link between the computer department and the accountants of the organisation.

3.4.2 Career Opportunities

A career in Financial Information Systems offers challenging and exciting opportunities in both the private and public sectors. There is a continuous demand for Financial Systems Programmers. Qualified candidates could easily be promoted from Clerk to Accountant to Management. People in possession of this qualification are in demand in commerce, industry and the public sector. They could also head the Electronic Data Processing Department using their management skills and programming knowledge.

3.4.3 Curriculum

YEAR 1	
Semester 1	**Semester 2**
• Financial Accounting 1 • Commercial Law for Accountants 1 (Module 1) • Applied Communication 1 (Module 1) • ICT Skills 1	• Cost & Management Accounting 1 • Commercial Law for Accountants 1 (Module 2) • Applied Communication Skills 1 (Module 2) • Auditing 1 • Financial Information Systems 1

YEAR 2	
Semester 3	**Semester 4**
• Financial Information Systems 2 (Module 1) • Financial Accounting 2 (Module I) • Cost & Management Accounting 2 (Module I) • Auditing 2 (Module 1) • Applied Communication Skills 2 (Module 1) • Taxation 1 • Accounting Technology 1	• Financial Information Systems 2 (Module 2) • Financial Accounting 2 (Module 2) • Cost & Management Accounting 2 (Module 2) • Auditing 2 (Module 2) • Applied Communication Skills 2 (Module 2) • Entrepreneurial Skills
YEAR 3	
Semester 5	**Semester 6**
• Financial Information Systems 3 (Module 1) • Financial Accounting 3 (Module 1) • Cost & Management Accounting 3 (Module 1) • Taxation 2 (Module 1) • Statistics 1 {Module 1) • Business Ethics 1	• Financial Information Systems 3 (Module 2) • Financial Accounting 3 (Module 2) • Cost & Management Accounting 3 (Module 2) • Taxation 2 (Module 2) • Accounting Technology 2 (WIL)

3.4.4 Assessment

Assessment takes the form of tests, assignments, practical, tutorials and final examinations.

3.4.5 Articulation Options

Advance Diploma: Cost & Management Accounting

After completing the Diploma: Financial Information Systems, students can articulate to the Advanced Diploma: Cost and Management Accounting.

3.4.6 Work Integrated Learning

Work Integrated Learning refers to that component of co-operative education that can be conducted by the employer. This learning provides the student with an opportunity to apply and develop the academic knowledge he / she received at the University to relevant problem situations in industry and exposure to typical organisational culture, human relations and working conditions.

3.4.7 Professional Bodies

Membership to a professional body is not compulsory but is advisable. However, students at Advanced diploma level are advised to affiliate with the South African Institute of Professional Accountants (SAIPA) which furnish its members with optimum accountancy practices. Students can also affiliate with Accounting Technicians South Africa AT (SA). These associations require prospective members to sit an entrance examination to qualify for membership

3.4.8 Enquiries

Enquiries may be addressed to:

HoD: Department of Accountancy	Tel	:	+27 16 950 9267
Faculty of Management Sciences	Fax	:	+27 16 950 9576
Vaal University of Technology	E-Mail	:	queenm@vut.ac.za
Private Bag X021	Website	:	www.vut.ac.za
VANDERBIJLPARK, 1900			

or

Postgraduate Office	Tel	:	+27 16 950 9822
Mrs N Kenke	E-Mail	:	nomathembak@vut.ac.za

4. Department of Human Resource Management

4.1 Departmental Staff Details

Surname, Initials & Title	Designation	Highest Qualification
Vacant	HoD	-
Moolman, R (Ms)	Administrator	NSC
Joubert, PA (Prof)	Associate Professor	PhD
Bothma, M (Dr)	Senior Lecturer	DTech
Isabirye, A (Dr)	Senior Lecturer	PhD
Janse van Rensburg, C (Dr)	Senior Lecturer	PhD
Mahomed, FE (Dr)	Senior Lecturer	PhD
Marais, C (Dr)	Senior Lecturer	PhD
Van Zyl, Y (Dr)	Senior Lecturer	PhD
Barbosa, S (Ms)	Lecturer	MA
Kok, L (Mr)	Lecturer	MTech
Masete, LJ (Mr)	Lecturer	BCom Hons
Masoka, JC (Mr)	Lecturer	MTech
Mlaza, TR (Mr)	Lecturer	BTech
Moletsane, M (Ms)	Lecturer	BTech
Motaung, T (Ms)	Lecturer	MTech
Ndlangamandla, M (Mr)	Lecturer	MCom
Tsepetsi, T (Mr)	Lecturer	MTech
Tshabalala, M (Ms)	Lecturer	MCom

4.2 Diploma: Human Resource Management

Six semesters / three years full-time or eight semesters / four years part-time class attendance at the University.

4.2.1 Career Opportunities

Human Resource Management offers a challenging and exciting career, as organisations in both the private and public sectors are experiencing an increasing need for people in this field.

Entry level : Job Analyst, Recruitment Officer, HR Trainee and Assistant HR Practitioner

Middle level : Managers in charge of the various functional branches of HR management

4.2.2 Curriculum

Semester 1	Semester 2
• Workplace Psychology • Business Management 1 (Module 1) • Labour Law I (Module 1) • Applied Communication Skills I (Module 1) • Economics (Module 1) • ICT Skills	• Sociological Aspects • Business Management 1 (Module 2) • Labour Law I (Module 2) • Applied Communication Skills I (Module 2) • Economics (Module 2)
Semester 3	**Semester 4**
• Fundamentals of Human Resource Management • Business Management 2 (Module 1) • Introduction to Human Resource Development • Introduction to Employment Relations • Descriptive Statistics	• Workforce Planning • Business Management 2 (Module 2) • Education Training and Development Practices • Employment Relations Practices • Accounting Aspects
Semester 5	**Semester 6**
• Talent Management • Applied Communication Skills 2 (Module 1) • Education Training and Development Management • Macro Employment Relations Management • Entrepreneurship	• Compensation Management • Applied Communication Skills 2 (Module 2) • Human Resource Development Interventions • Micro Employment Relations Management • Human Resource Practice

4.2.3 Assessment

Formative, summative and continuous assessment used in all qualifications.

4.2.4 Professional Bodies

After successful completion of the Diploma: Human Resource Management a student may apply for membership at the SABPP (SA Board for People Practices).

4.2.5 Articulation Options

Advanced Diploma in Human Resource Management

- Admission Requirements:

  Relevant Diploma or equivalent qualification or SAQA approved qualification on NQF level 6 with at least 360 credits of theory.

  An average of 60%.
- Duration:

  Two semesters / One year full-time or Four semesters / Two years part-time class attendance at the University.

- Curriculum:

Semester 1	Semester 2
• Advanced Human Resource Management 4 (Module 1) • Advanced Human Resource Development 4 (Module 1) • Advanced Labour Relations 4 (Module 1) • Advanced Business Management 4 (Module 1) • Research Methodology (Module 1)	• Advanced Human Resource Management 4 (Module 2) • Advanced Human Resource Development 4 (Module 2) • Advanced Labour Relations 4 (Module 2) • Advanced Business Management 4 (Module 2) • Research Methodology (Module 2)

Advanced Diploma in Management

- Admission Requirements:

  Relevant Diploma or equivalent qualification or SAQA approved qualification on NQF level 6 with at least 360 credits of theory.

  An average of 60%.
- Duration:

  Two semesters / One year full-time or Four semesters / Two years part-time class attendance at the University.

- Curriculum:

Semester 1	Semester 2
• Management Theory 4 (Module 1) • Human Resource Practice 4 • Research Methodology (Module 1) • Economics for Managers • Supply Chain Management	• Management Theory 4 (Module 2) • Employment Relations Management 4 • Research Methodology (Module 2) • Accounting for Managers • Marketing Management

4.5.1 Assessment

Formative, summative and continuous assessments.

Master of Management in Human Resource Management

- Admission Requirements:

  A relevant Post Graduate Diploma (NQF 8, 120 credits) or a four-year relevant degree approved by SAQA (NQF 8, 120 credits).

  Average pass percentage of 65% with a minimum of 65% for Research Methodology.

  Successful completion of Faculty selection criteria.
- Duration:

  Two years minimum or four years maximum.
- Curriculum:

  Research by dissertation.

Master of Management in Labour Relations Management

- Admission Requirements:

  A relevant Post Graduate Diploma (NQF 8, 120 credits) or a four-year relevant degree approved by SAQA (NQF 8, 120 credits).

  Average pass percentage of 65% with a minimum of 65% for Research Methodology.

  Successful completion of Faculty selection criteria.
- Duration:

  Two years minimum or four years maximum.
- Curriculum:

  Research by dissertation.

Master of Management in Business Administration

- Admission Requirements:

  A relevant Post Graduate Diploma (NQF 8, 120 credits) or a four-year relevant degree approved by SAQA (NQF 8, 120 credits).

  Average pass percentage of 65% with a minimum of 65% for Research Methodology.

  Successful completion of Faculty selection criteria.
- Duration:

  Two years minimum or four years maximum.
- Curriculum:

  Research by dissertation.

PhD in Business Administration

- Admission Requirements:

  Relevant Master's degree or an equivalent qualification (NQF 9) approved by SAQA.

  Research Methodology course completed.

  Proof of previous research experience.

  Successful completion of the Faculty selection criteria.
- Duration:

  Two years minimum or six years maximum.
- Curriculum:

  Research by thesis.

4.5.3 Enquiries

Enquiries may be addressed to:

HoD: Human Resource Management	Tel	:	+27 16 950 6872
Faculty of Management Sciences	Fax	:	+27 86 614 1322
Vaal University of Technology	E-Mail	:	rochelle@vut.ac.za
Private Bag X021	Website	:	www.vut.ac.za
VANDERBIJLPARK, 1900			

OR

Postgraduate Office	Tel	:	+27 16 950 9822
Mrs N Kenke	E-Mail	:	nomathembak@vut.ac.za

5. Department of Logistics

5.1 Departmental Staff Details

Surname, Initials & Title	Designation	Highest Qualification
Mafini, C (Prof)	HoD	PhD
Leemisa, EC (Ms)	Administrator	BTech
Ntshingila, L (Dr)	Senior Lecturer	PhD
Van der Westhuizen, J (Dr)	Senior Lecturer	PhD
Chinomona, E (Dr)	Senior Lecturer	DTech
Omoruyi, O (Ms)	Senior Lecturer	DTech
Govuzela, S (Mr)	Lecturer	MTech
Monaisa-Magakgala, KEG (Ms)	Lecturer	MCom
Rangaza, K (Ms)	Lecturer	MCom
Matsheke, OT (Ms)	Lecturer	MTech
Mothibi, G (Ms)	Lecturer	MBA
Matsheke MJ (Mr)	Lecturer	MBA
Mashiloane M (Ms)	Lecturer	MTech
Qongo, S (Mr)	Lecturer	M.Com

5.2 Diploma in Logistics

Six semesters / three years full-time of class attendance at the University.

5.2.1 What are the Functions of a Logistics Management Graduate?

Upon completion the respective student should be in the position to analyse and conceptualise Logistics processes, policies and procedures in a critical manner with the aim of executing all related dispatching, sourcing, warehousing, transportation, commodity expediting and procurement responsibilities.

5.2.2 Career Opportunities

A career in Logistics offers challenging and exciting opportunities in both the private and public sectors. There is a continuous demand for trained Logisticians.

Entry level	:	Junior Buyer and Order Clerk
Middle level	:	Senior Purchaser and Assistant Logistics Manager
Top level	:	Logistics Manager, Procurement Manager, Chief Procurement Officer and Transport Manager

5.2.3 Curriculum

Semester 1	Semester 2
• Accounting Skills 1.1 • Applied Communication Skills 1.1 • Business Management 1.1 • Costing & Estimating 1.1 • Purchasing Management 1.1	• Applied Communication Skills 1.2 • Business Management 1.2 • Costing & Estimating 1.2 • ICT Skills 1 • Purchasing Management 1.2
Semester 3	**Semester 4**
• Applied Communication Skills 2.1 • Business Management 2.1 • Commercial Law 1.1 • Microeconomics • Purchasing Management 2.1 • Logistics Management 2.1	• Business Management 2.2 • Commercial Law 1.2 • Macroeconomics • Purchasing Management 2.2 • Logistics Management 2.2
Semester 5	**Semester 6**
• Transport Economics 1.1 • Entrepreneurship 1 • Logistics Management 3.1 • Operations Management 1.1 • Purchasing Management 3.1	• Transport Economics 1.2 • Logistics Management 3.2 • Operations Management 1.2 • Purchasing Management 3.2

5.2.4 Assessment

Assessment takes the form of tests, assignments, practicals, tutorials and final examinations.

5.2.5 Articulation Options

Advanced Diploma in Logistics

- Admission Requirements:

  Relevant National Diploma/ Diploma or equivalent qualification or SAQA approved qualification on NQF level 6 with at least 300 credits of theory.

  An average of 60% is required in the exit level subjects (3rd year) in the diploma.

- Curriculum:

Semester 1	Semester 2
• Advanced Logistics Management (Module 1) • Advanced Transport Economics (Module 1) • Supply Chain Management (Module 1) • Procurement Management (Module 1 • Research Methodology (Module 1)	• Advanced Logistics Management (Module 2) • Advanced Transport Economics (Module 2) • Supply Chain Management (Module 2) • Procurement Management (Module 2) • Research Methodology (Module 2)

Master of Management in Supply Chain Management

- Admission Requirements:

  65% average for a completed B.Tech/ B.Com (Hons) degree, postgraduate diploma (NQF 8, 120 credits) or equivalent qualification in Logistics/Supply Chain Management or any related discipline.

  65% average for Research Methodology and Research Project is also required. Successful achievement of the faculty selection criteria

- Curriculum:

  Research- based dissertation

PhD in Business Administration

- Admission Requirements:

  A relevant master's degree on NQF 8/9 in a related discipline. Successful achievement of the Faculty selection criteria.

- Curriculum:

  Research-based thesis.

5.2.6 Professional Bodies

Membership to a professional body is not compulsory but is advisable. However, students at Advanced Diploma, Masters and doctoral levels are advised to affiliate with the Chartered Institute of Procurement and Supply (CIPS) and the Chartered Institute of Logistics and Transport, which are associations that relate to matters in the field / industry of supply chain management.

5.2.7 Enquiries

Enquiries may be addressed to:

HoD: Logistics	Tel	:	+27 16 950 6883
Faculty of Management Sciences	Fax	:	+27 86 614 1322
Vaal University of Technology	E-Mail	:	elizabeth@vut.ac.za
Private Bag X021	Website	:	www.vut.ac.za
VANDERBIJLPARK, 1900			

OR

Postgraduate Office	Tel	:	+27 16 950 9822
Mrs N Kenke	E-Mail	:	nomathembak@vut.ac.za

6. Department of Marketing & Sport Management

6.1 Departmental Staff Details

Surname, Initials & Title	Designation	Highest Qualification
Vacant	HoD	-
Pitso, M (Mrs)	Administrator	BTech
Motale, M (Dr)	Senior Lecturer	PhD
Dlodlo, N (Dr)	Senior Lecturer	PhD
Sharp, KL (Dr)	Senior Lecturer	PhD
Van Schalkwyk, PJ (Dr)	Senior Lecturer	PhD
Tesnear, S (Dr)	Senior Lecturer	PhD
Chauke, X (Dr)	Lecturer	PhD
Mareka, TT (Dr)	Lecturer	PhD
Molise-Khosa, P (Mrs)	Lecturer	MCom
Masitenyane, L.A (Mr)	Lecturer	MTech

6.2 Diploma: Marketing

Six semesters / three years full-time of class attendance at the University.

6.2.1 What are the Functions of a Marketing Graduate?

A marketing graduate determines market trends, needs and formulates the marketing policy. This includes product, price, promotion and distribution policies. Control and coordinate marketing activities such as transport, storage, packaging promotions, etc. Control and monitor marketing functions and activities and measure the results. Service, warranties, etc.

6.2.2 Career Opportunities

Marketing Management offers a challenging and exciting career in both the private and public sector. There is a great demand for experts who can identify and utilise marketing opportunities.

Entry level	:	Junior Sales Consultant, Promotion Officer, Marketing Research and Distribution Controller
Middle level	:	Managers in charge of the various marketing functions Brand Managers and advertising
Top level	:	Marketing Manager

6.2.3 Curriculum

Semester 1	Semester 2
• Marketing I (Module 1) • Accounting Skills (Module 1) • Consumer Behaviour (Module 1) • Applied Communication Skills I (Module 1) • Personal Selling (Module 1)	• Marketing I (Module 2) • Accounting Skills (Module 2) • Consumer Behaviour (Module 2) • Applied Communication Skills I (Module 2) • Personal Selling (Module 2) • ICT Skills
Semester 3	**Semester 4**
• Marketing II (Module 1) • Applied Communication Skills II (Module 1) • Quantitative Techniques (Module 1) • Economics (Module 1) • Mercantile Law (Module 1)	• Marketing II (Module 2) • Applied Communication Skills II (Module 2) • Quantitative Techniques (Module 2) • Economics (Module 2) • Mercantile Law (Module 2)
Semester 5	**Semester 6**
• Marketing III (Module 1) • Sales Management (Module 1) • Marketing Research (Module 1) • Entrepreneurship (Module 1) • Integrated Marketing Communication (Module 1) • Applied Marketing Management (WIL)	• Marketing III (Module 2) • Sales Management (Module 2) • Marketing Research (Module 2) • Integrated Marketing Communication (Module 2) • Applied Marketing Management (WIL)

6.2.4 Assessment

Assessment takes the form of tests, assignments, practicals, tutorials and final examinations. Final year modules are externally moderated.

6.2.5 Articulation Options

Advanced Diploma in Marketing Management

- Admission Requirements

  Relevant Diploma or equivalent qualification or SAQA approved qualification on NQF level 6 with at least 360 credits of theory.
  An average of 60% for all final year subjects is required.
- Duration:

  This is a one-year full-time course.

- Curriculum:

Semester 1	Semester 2
• Advanced Marketing Management (Module 1) • Financial Management for Non-Financial Managers (Module 1) • International Marketing (Module 1) • Advanced Digital Marketing (Module 1) • Advanced Marketing Research (Module 1)	• Advanced Marketing Management (Module 2) • Financial Management for Non-Financial Managers (Module 2) • International Marketing (Module 2) • Advanced Digital Marketing (Module 2) • Advanced Marketing Research (Module 2)

Master of Management in Marketing

- Admission Requirements:

  A relevant Post Graduate Diploma (NQF 8, 120 credits) or a four-year degree approved by SAQA.

  Average pass percentage of 65% with a minimum of 65% for Marketing Research.

  Successful completion of Faculty selection criteria.

- Duration:

  Two years minimum or four years maximum.

- Curriculum:

  Research by dissertation.

Doctor of Commerce in Marketing

- Admission Requirements:
  A relevant master's degree on NQF 8/9 in a related discipline.
  Successful achievement of the Faculty selection criteria.
- Duration:
  Two years minimum or six years maximum.
- Curriculum:
  Research by thesis.

6.2.6 Professional Bodies

Membership to a professional body is not compulsory but advisable. However, students at Advanced Diploma, Masters and Doctoral levels are advised to affiliate with the South African Institute for Management Sciences (SAIMS).

6.3 Diploma: Retail Business Management

Six semester / three years full-time of class attendance at the University.

6.3.1 What are the Functions of a Retail Business Manager?

The Retail Business Manager determines all the activities in the sale of goods and services to the consumer. These activities include shopping centre management, purchasing, customer service, promotion and pricing.

6.3.2 Career Opportunities

Retail Business Management offers a challenging and exciting career in the private sector. There is a great demand for experts in the retail business sector. This qualification also offers the opportunity to start your own business. Career opportunities include Store Manager, Buyer, Category Manager, Brand Manager, Stock Controller and Merchandiser.

6.3.3 Curriculum

Semester 1	Semester 2
• Retail Business Management I (Module 1) • Retail Operations Management I (Module 1) • Accounting Skills (Module 1) • Consumer Behaviour (Module 1) • Applied Communication Skills I (Module 1)	• Retail Business Management I (Module 2) • Retail Operations Management I (Module 2) • Accounting Skills (Module 2) • Consumer Behaviour (Module 2) • Applied Communication Skills I (Module 2) • ICT Skills
Semester 3	**Semester 4**
• Retail Business Management II (Module 1) • Retail Operations Management II (Module 1) • Logistics I (Module 1) • Applied communication skills II (Module 1) • Mercantile Law (Module 1)	• Retail Business Management II (Module 2) • Retail Operations Management II (Module 2) • Logistics I (Module 2) • Applied communication skills II (Module 2) • Mercantile Law (Module 2)
Semester 5	**Semester 6**
• Retail Business Management III (Module 1) • Retail Operations Management III (Module 1) • Shopping Centre Management (Module 1) • Personal Selling (Module 1) • Entrepreneurship (Module 1) • Applied Retail Management (WIL)	• Retail Business Management III (Module 2) • Retail Operations Management III (Module 2) • Shopping Centre Management (Module 2) • Personal Selling (Module 2) • Applied Retail Management (WIL)

6.3.4 Assessment

Assessment takes the form of tests, assignments, practicals, tutorials and final examinations. Final year modules are externally moderated.

6.3.5 Articulation Options

Advanced Diploma in Management

- Admission Requirements:

  Relevant Diploma or equivalent qualification with Management as a major component or SAQA approved qualification on NQF level 6 with at least 360 credits of theory.

  An average of 60%.

- Duration:

  Two semesters / One year full-time or four semesters / Two years part-time class attendance at the University.

- Curriculum:

Semester 1	Semester 2
• Management Theory 4 (Module 1) • Human Resource Practice 4 • Research Methodology (Module 1) • Economics for Managers • Supply Chain Management	• Management Theory 4 (Module 2) • Employment Relations Management 4 • Research Methodology (Module 2) • Accounting for Managers • Marketing Management

6.3.6 Assessment

Formative, summative and continuous assessments.

6.3.7 Professional Bodies

Membership to a professional body is not compulsory but advisable. However, students at Advanced Diploma level are advised to affiliate with one or both of the following organisations: IMM and SAIMS.

6.4 Diploma: Sport Management

Six semester / three years full-time of class attendance at the University.

6.4.1 What are the Functions of a Sport Manager?

A Sport Manager is responsible for the administration of the number of sport and recreation activities at a specific organisation. This includes purchases, tournaments, clubhouse management and financial matters.

6.4.2 Career Opportunities

Sport Management offers a challenging and exciting career in both the private and public sector. Sport Managers are regularly required at government institutions, metropolitan substructures, industries, tertiary institutions and sport clubs. As an alternative, candidates can also follow a marketing career or start their own sport enterprises.

6.4.3 Curriculum

Semester 1	Semester 2
• Sport Management I (Module 1) • Sport Practical I (Year Module) • Sport & Physical Recreation Studies I (Module 1) • Marketing I (Module 1) • Public Relations I (Module 1) • Applied Communication Skills I (Module 1)	• Sport Management I (Module 2) • Sport & Physical Recreation Studies I (Module 2) • Marketing I (Module 2) • Public Relations I (Module 2) • Applied Communication Skills I (Module 2) • ICT Skills

Semester 3	Semester 4
• Sport Management II (Module 1) • Sport Practical II (Year Module) • Sport & Physical Recreation Studies II (Module 1) • Marketing II (Module 1) • Consumer Behaviour (Module 1) • Personal Selling I (Module 1) • Applied Communication Skills 2 (Module 1)	• Sport Management II (Module 2) • Sport & Physical Recreation Studies II (Module 2) • Marketing II (Module 2) • Consumer Behaviour (Module 2) • Personal Selling I (Module 2) • Applied Communication Skills 2 (Module 2)
Semester 5	**Semester 6**
• Sport Management III (Module 1) • Sport Practical III (Module 1) • Sport & Physical Recreation Studies III (Module 1) • Entrepreneurship (Module 1)	• Internship (Module 2)

6.4.4 Assessment

Assessment takes the form of tests, assignments, practical's, tutorials and final examinations. Final year modules are externally moderated.

6.4.5 Articulation Options

Advanced Diploma in Management

- Admission Requirements:

  Relevant Diploma or equivalent qualification with Management as a major component or SAQA approved qualification on NQF level 6 with at least 360 credits of theory.

  An average of 60%.

- Duration:

  Two semesters / One year full-time or four semesters / Two years part-time class attendance at the University.

- Curriculum:

Semester 1	Semester 2
• Management Theory 4 (Module 1) • Human Resource Practice 4 • Research Methodology (Module 1) • Economics for Managers • Supply Chain Management	• Management Theory 4 (Module 2) • Employment Relations Management 4 • Research Methodology (Module 2) • Accounting for Managers • Marketing Management

6.4.6 Assessment

Formative, summative and continuous assessments.

6.4.6 Work Integrated Learning

Work Integrated Learning refers to that component of co-operative education that can be conducted by the employer. This learning provides the student with an opportunity to develop and apply the academic knowledge he / she learned at the University to the relevant problem situations in industry and exposure to a typical organisation culture, human relations and working conditions.

6.4.7 Professional Bodies

Membership to a professional body is not compulsory but advisable. However, students at Advanced Diploma level are advised to affiliate with one or all of the following organisations: World Leisure Organisation, NASSM, EASM SAAHMS and SMAANZ.

6.4.8 Enquiries

Enquiries may be addressed to:

HoD: Marketing & Sport Management	Tel	:	+27 16 950 6890
Faculty of Management Sciences	Fax	:	+27 86 614 1322
Vaal University of Technology	E-Mail	:	mahaliam@vut.ac.za
Private Bag X021	Website	:	www.vut.ac.za
VANDERBIJLPARK, 1900			

OR

Postgraduate Office	Tel	:	+27 16 950 9822
Mrs N Kenke	E-Mail	:	nomathembak@vut.ac.za

7. Syllabi

Accounting Aspects

Introduction to accounting, accounting concepts and terminology, accounting equations, financial statements, ratio analysis, budgetary control, internal control and payroll accounting.

Accounting Skills

Basic financial accounting concepts, double entry system, VAT, Bank reconciliation statements, financial statement and analysis, Cost accounting concepts and price determination, break-even analysis and budgets.

Accounting Technology 1

Advanced Microsoft Word, Advanced Microsoft Excel, Microsoft PowerPoint, Microsoft Access and the use of E Mail and Cloud.

Accounting Technology 2

Accounting package, Auditing package, Tax package, Payroll package.

Advanced Business Management 4

The nature of operations management, importance and development of operations strategies, competitive priories in operations management, operations decisions and processes, global trends and challenges in operations management, operations management as a competitive tool, operational innovation, quality management in operations. Marketing environment, marketing research process, segmentation and target markets, positioning the firm and its products, marketing mix: product concepts; promotion, place and pricing, and strategic marketing and marketing plan.

Advanced Business Communication for Internal Auditors

Important business communication aspects for managers, building blocks of effective communication, business communication, the role of interpersonal and group communication in the business environment, public presentations and job resumes.

Advanced Cost and Management Accounting (Module 1)

Collection and application of information required for the decision making techniques; Planning, budgeting and strategic management on an advanced level.

Advanced Cost and Management Accounting (Module 2)

Advanced management accounting control systems; Advanced aspects of standard costing and variance analysis, including reconciliation of actual and budgeted costs and investigation of variances; Advanced capital investment decision making and appraisal methods; Strategic cost and performance management, including the balanced score card.

Advanced Digital Marketing

Introduction to the online marketing environment, the development, implementation and evaluation of digital marketing practices.

Advanced Financial Accounting (Module 1)

IFRS 15: Revenue, IAS 12: Income taxes, IAS 16: Property, plant and equipment, IAS 36: Impairment of assets, IAS 38: Intangible assets and IFRS 5: Non-current assets held for sale and discontinued operations.

Advanced Financial Accounting (Module 2)

IA 8: Accounting policies, changes in accounting estimates and errors, IAS 37: Provisions and contingencies, IAS 10: Events after reporting period. IFRS 10: Consolidated Financial Statements. IAS 28: Investments in Associates and Joint Ventures. IAS 32: Financial Instruments: Presentation, IFRS 7: Financial Instruments: Disclosures and IFRS 9: Financial instruments.

Advanced Human Resource Development 4

The theoretical foundation of the Human Resource Development field, introducing the strategic role of HRD, the concepts of training for activity and training for performance improvement; and the systematic approach to Human Resource Development. The importance of marketing the HRD function, exposing to the students the elements of an HRD marketing plan. It is also empowers the students with knowledge and skills to formulate a marketing strategy for an HRD function in an organisation. Issue pertaining managing quality in HRD and evaluation of HRD interventions are also dealt with in the module.

Advanced Human Resource Management 4

Wellness management; health management; occupational health, safety and risk. Policies and strategic analysis with emphasis on awareness and decision making on safety issues. Efficiency of human resource operations, human resource and best practice indexes, casual chains and human resource dashboards or scorecards with emphasis on reducing unnecessary production costs at the same time improve the working relations with the workforce.

Advanced Information Systems Auditing

IS audit overview, IS governance, legal and ethical issues for IS auditors, IS risks and controls, IS deployment risks, IS networks and telecommunications risks, E-business risks and controls, Computer Assisted Tools and techniques, conducting an IS audit, fraud and forensic auditing.

Advanced Internal Auditing (Module 1)

Applying the IPPF in management of the internal audit activity, Control self-assessment, Enterprise risk management, internal auditing in the public sector, performing operational/performance internal audits.

Advanced Internal Auditing (Module 2)

Reporting internal audit findings and the relevant legislation and regulations in internal auditing, for example King Code of Governance, Company Act, Sarbanes Oxley Act, PFMA, MFMA, COBIT, Regulatory bodies and Contemporary legislations.

Advanced Labour Relations 4

The concept of an industrial psychological approaches to labour relations, conflict generation, conflict handling, power dynamics, the nature of negotiation, preparation for negotiations, the conduct of negotiations, skills to facilitate negotiations, and third-party intervention. The concept of negotiating for climate, negotiating for common ground, persuasive communication, handling aggression during collective bargaining, and specialised negotiation areas.

Advanced Logistics Management

Overview of information systems within logistics, Electronic Data Interchange (EDI) and Extended Mark-up Language (XML) route planning, Enterprise Resource Planning (ERP), track & trace, customer relationship management (CRM) and order management systems, decision-making support systems, system integration, product data management (PDM) systems, WMS warehouse management, system support for production, developments within logistical system support

Advanced Marketing Finance – for pipeline students: phasing out in 2020

Introduction and definition of financial management; relationship between financial management, management accounting, financial accounting and economics; goal of financial management; The agency problem; Financial markets and institutions; The flow of funds in an economic system; Identify the different types of financial

statements; Preparation of the Income statement and Balance Sheet in accordance with GAAP; Preparation of the Cash flow statement and the cash management principle; Cash management, cash cycle, cash turnover rate and minimum operating cash balance; Different types of budgets, advantage and disadvantages of budgeting; preparation and importance of a cash budget; the debtors collection schedule and the creditors payment schedules; Calculations of the different types of ratios: Profitability, Liquidity, Activity, Debt; The time value of money concept, present value and future value; Management of working capital: stock, debtors, creditors, cash and cash equivalent, bank overdraft and marketable securities.

Advanced Marketing Management

Strategic marketing, market opportunities analysis, formulating marketing strategies for specific situations, implementation and control of marketing strategy, marketing plan and trends affecting the strategic role of marketing.

Advanced Marketing Research

Introduction to research methodology, sampling techniques, sampling applications, strategic marketing studies, forecasting techniques and research approaches specific to the marketing sector.

Advanced Personnel Management IV - for pipeline students: phasing out in 2020

Human Resources linked to business strategies, Human Resource Practitioner as internal consultant, customer service, emerging practices in globalised HR, manpower planning, recruitment and selection, assessment, job evaluations, compensation systems, performance management, career and talent management, human resources information system (HRIS), health and safety in the workplace.

Advanced Strategic Management IV- for pipeline students: phasing out in 2020

The strategic management process, strategic direction and corporate governance, internal environmental analysis, external environmental analysis, strategy formulation, industry specific strategies, strategic analysis and choice, the drivers of strategy implementation, the structural drivers and instruments for strategy implementation, continuous improvement through strategic control and evaluation, strategic management in non-profit organisations and strategic management concepts in the global marketplace.

Advanced Transport Economics

History and development of transportation, network planning, evaluation of transport proposals, key performance indicators and their influence on transport infrastructure strategy, transportation modes and models, materials handling

packaging and transportation systems, cost-benefit considerations in transport management, infrastructure financing and investment decisions, fleet management, intermodal and special carriers, international transportation.

Applied Communication Skills I (Module 1)

The subject has as exit level outcome that the student must be able to communicate clearly and appropriately in a range of business and marketing contexts. The specific outcome expects the student to demonstrate advanced writing and presentation skills in all communication.

Applied Communication Skills I (Module 2)

Elements of the communication process, types of non-verbal communication, effective business writing, compile forms of business correspondence, compile curriculum vitae with covering letter, follow appropriate meeting procedures and write short formal investigative reports.

Applied Logistics

Logistics Operation Processes – Managing products and services, logistics process management and logistics design decisions. Channel transaction and relationship management – Channel management and channel decisions.

Applied Marketing IV - for pipeline students: phasing out in 2020

Types of industrial consumers, product, price, distribution and promotion strategies, industrial marketing research and methods of industrial marketing.

Applied Marketing Management

Work Integrated Learning (WIL) focused on project-based learning.

Applied Promotion IV

Promotion strategy, forms of promotion, promotion control and evaluation and promotion budget and control.

Applied Retail Management

Work Integrated Learning (WIL) focused on project-based learning.

Auditing Aspects

Introduction to auditing; Internal control.

Auditing 1

Introduction to auditing; The accounting profession; Introduction to the financial statement audit (audit/review, roles of various parties, various acts, ISA's, assertions, professional scepticism and professional judgement) auditing postulates; Principles of Internal control.

Auditing 2 (Module 1)

Introduction to the auditing profession, Regulatory and standard setting procedure, Financial Statement Audit Engagement, ethics governing the profession and business, rights, duties, responsibilities and liabilities of auditors, audit evidence, the audit process, reporting.

Auditing 2 (Module 2)

Internal control framework, business cycles and control activities: Revenue and receipt cycle, Acquisition and payment cycle, Bank and cash, Inventory and production; Human resources and payroll cycle.

Auditing 3 (Module 1)

Managing the engagement and audit approach, IT concepts, the audit of the business cycles and control activities: Revenue and receipt cycle, Acquisition and payment cycle, Bank and cash, communicating results.

Auditing 3 (Module 2)

Corporate governance codes and legislation, organisational ethics, Computer Assisted Auditing Techniques and Tools (CAATTs), Quantitative methods, Sampling, Fraud and the internal auditor, Human resources and payroll.

Business Ethics

Principles of ethics, Philosophical foundations, Ethical decision-making, resolving ethical dilemmas, Macro ethics, Aspects of business ethics, Professional ethics

Business Information Systems 3

This module introduces BIS concepts, terms and components. It focuses on evaluating BIS choices and the acquisition methods, system development lifecycle (SDLC), waterfall model and BIS project management. BIS acquisition related ethics and laws would also be considered.

Business Management I

Business and its challenges; the business environment; the task of management; planning, leading and motivation; Entrepreneurship and business plan; operations management; logistics management; human resource management; financial management and marketing management.

Business Management II

Module 1: Introduction to Corporate Financial Management; Measurement of business performance by means of financial statement and ratios; Investment decisions: calculating the time value of money and Investment Appraisal methods; Appraising Investment Risk and the Capital Structure.

Module 2: Essentials of Project Management; Project Management Life Cycle and Project Documentation; Organisational Arrangements and Project Governance; Project Management Knowledge Areas.

Business Management III

The management function, the marketing function, the purchasing function, the HR function, supply dynamics, systems design and logistics.

Business Studies

The introduction of management as a science, examining the operation of the business enterprise, the interplay between the enterprise and its environment as well as the critical role of the business enterprise in providing for the needs of the society.

Collective Bargaining & Negotiations IV - for pipeline students: phasing out in 2020

Bargaining structures, bargaining councils, centralised and decentralised bargaining, conflict generation and handling, nature of negotiation, preparing for negotiation, conduct of negotiations, negotiation skills, negotiation climate, and common ground.

Compensation Management

Remuneration strategy; broad-banding; individual performance-, competence-, team- and skills-based pay; pay structures; total packages; payroll management; remuneration governance.

Commercial Law I

A brief overview of South African Law, general principles of the Law of Contract with special reference to purchase contracts, credit agreements and agency,

insolvency, lease, and Labour Relations Act. Business entities, competition law, consumer protection and business ethics.

Commercial Law for Accountants 1 (Module 1)

A brief overview of South African Law, stressing its origin and administration, general principles and the Law of Contracts, special reference to the purchase and sales contracts and the Law of Agency and to understand the Constitution of 1996.

Commercial Law for Accountants 1 (Module 2)

Know the basic principles governing specific contracts such as, the Contract of Sale, Lease and Occupancy, Agency, Employment. Know the most important principles of the Credit Agreements, Labour Legislation, Law of Insolvency, Internet Law and Securities.

Commercial Law for Accountants 2 (Module 1)

The principles of corporate personality and limited liability, a detailed knowledge of current Companies Act and Close Corporation Act, their interpretation and practical application and partnership as a business form.

Commercial Law for Accountants 2 (Module 2)

Gain knowledge and understanding of the principles of Corporate Law and the procedures of meetings.

Commercial law for Accountants 2 (Only for internal auditing students)

Companies Act; Shareholders and company meetings; Directors and board meetings; Financial records and reporting; auditors, audit committees and company secretary; remedies, enforcement agencies and alternative dispute resolutions.

Consumer Behaviour

Consumer decision making process, impact of individual and environment influencing variables, diffusion and adoption process, purchasing behaviour, consumer decision-making process on individual and group factors.

Costing & Estimating (Module 1)

Basic cost accounting, cost classification, behaviour and estimation; Inventory management and control; Labour cost and control; Manufacturing overheads; Statement of cost of goods manufactured and sold.

Costing & Estimating (Module 2)

Budgets; Standard costing and variance analysis; Cost-volume profit analysis.

Cost & Management Accounting 1

Introduction to cost & management accounting, cost classification, cost behaviour, statement of goods manufactured and sold, operational budgeting and cash budgeting

Cost & Management Accounting 2 (Module 1)

Material and Inventory control, Manufacturing and non-manufacturing overheads, Activity based costing, Pricing decisions, Construction contract costing, Direct throughput and absorption costing.

Cost & Management Accounting 2 (Module 2)

Integrated accounting systems, Job costing, Process costing, Joint and by-products, Just-in-time manufacturing, Direct, Throughput, and Absorption costing.

Cost & Management Accounting 3 (Module 1) (from 2017)

Budgets and budgetary control, Standard costing and variance analysis and reconciliation of actual and budgeted profit, integrating marginal cost accounting, absorption cost accounting.

Cost & Management Accounting 3 (Module 2) (from 2017)

Decision making, risk and uncertainty, Break-even analysis.

Economics 1

Micro-economics: nature and scope of economics, economics systems and working economy, micro theory: price theory, market mechanism, consumer equilibrium, cost and price formation, market forms and factors of production. Macro-economics: national income, money and banking, international trade and public finance.

Economics for Managers

Knowledge of fundamental principles of micro-economics and macro-economics and their relevance to managerial decision-making. The module will cover the following topics: Principles and key concepts for economics for business, Demand and Supply, Demand theory analysis, Elasticity of demand, Production theory and analysis, Cost theory and analysis, Market structures, The labour market, National income/Economic growth, Business cycles, Unemployment and inflation,

International trade and finance, Fiscal and monetary policy, Economic theory and policy debate.

Education Training and Development Management

Managerial approach to training and development, Strategic human resource development, the administration of training and development, Management development, sustaining training and development capability in an organisation, the profession and practice of training and development, Contemporary issues in human resource development.

Education Training and Development Practices

The concepts, Education, Training and Development, Generalised approaches to training, determining training and development needs, programme design and development, preparing and presenting training, assessment of learning and programme evaluation.

Employee Relations Management 4

origins of contract of employment, labour relations, trade unions, Employment equity, affirmative action, dismissals, disciplines and procedural fairness in the case of disciplinary matters, substantive fairness, retrenchment and redundancy (operational requirements) and HIV and Aids in the workplace.

Employment Relations Practices

Labour economics: theory and application, classical and neo classical labour market theory, labour market models and wage determinations, The South African labour market: labour market principles of demand and supply, labour market problems, labour market issues, unemployment, Labour market issues. Intergroup conflict: analysis and facilitation, the conflict phenomenon, variables determining conflict levels, conflict escalation, conflict resolution, incapacity, operational requirements, mergers, transfers, dismissals, retrenchment, redundancy, outsourcing.

Entrepreneurial Skills I

Entrepreneurship defined, creativity and innovation, business opportunities, business start-up, franchising, the entrepreneurial management team, marketing plan, operations, financial plan, business plan.

Entrepreneurship (Innovation) I

Principles of entrepreneurship, explaining entrepreneurs, creativity and innovation, identification of opportunities, entrepreneur options, identification of supporting sources, feasibility studies, market research, marketing plan, financing and

provision of manpower, operational and administrative plan, business plan and aspects of the law.

Financial Accounting 1

Introduction to accounting concepts and terminology, financial calculations, conceptual framework, books of prime entry, reconciliations of debtors, creditors and bank, posting to the general ledger, trial balance, financial statements of sole trader with adjustments, incomplete records.

Financial Accounting 2 (Module 1)

Financial instruments (Share transactions); Partnerships, Close corporations, branch accounting (centralised method); IAS 7: Statement of cash flows.

Financial Accounting 2 (Module 2)

Conceptual framework; IAS 1 principles are revised, focus on the applications of recognition criteria to specific IAS/IFRS; IAS 2: inventories; IFRS 15: Revenue; IAS 21: foreign exchange; IAS 16: Property, plant and equipment.

Financial Accounting 3 (Module 1) - for pipeline students: phasing out in 2020

IAS 1 principles are revised, but better understanding is required. Advanced preparation of companies' financial reports. Focus on the applications of recognition criteria to specific IAS / IFRS: Framework and IAS 1: Presentation of financial statement; IAS 16: Property, plant and equipment; IAS 17: leases; IAS 33: earnings per share; IAS 36: impairment of assets. Analysis and interpretation of financial statements, liquidation, mergers, acquisitions and consolidation of financial statements.

Financial Accounting 3 (Module 2) - for pipeline students: phasing out in 2020

Analysis and interpretation of financial statements, liquidation, mergers, acquisitions and consolidation of financial statements; Income taxes; Liquidation of companies.

Financial Accounting 3 (Module 1) (from 2017)

IAS 33: Earnings per share; IAS 12: Income taxes; IAS 36: Impairment of assets; IAS 16: Property, plant and equipment; IFRS 16: Leases.

Financial Accounting 3 (Module 2) (from 2017)

Analysis and interpretation of financial statements; Investment accounting; Accounting for groups; IFRS 15: Revenue from contracts with customers.

Financial Accounting / Reporting 4 (Module 1) - for pipeline students: phasing out in 2020

IAS 1: Accounting framework and Companies Act; IAS 2 Inventories: Inventories; IAS 15: Revenue; IAS 21: Foreign currency transactions; IAS 16: Property; plant and equipment; IAS 10: Events after the reporting period; IAS 37: Provision and contingencies; IAS 33: Earnings per share; IAS 8: Accounting policies, changes in accounting estimates and errors; IAS 12: Taxation and Deferred tax.

Financial Accounting / Reporting 4 (Module 2) - for pipeline students: phasing out in 2020

Module 2: IAS 40: Investment properties; IAS 23: Borrowing costs; IAS 38: Intangible assets; IAS 36: Impairments of assets; IAS 20: Government grants and assistance; IAS 19: Employees benefits; IAS 16: Leases; IAS 32 & 39: Hedging with Forward exchange contracts; IAS 32 and 39: Financial instruments.

Financial Information Systems 1

The stages of the SDLC – Theoretical,

- Advantages & Disadvantages of File systems and databases
- Role-players in systems etc.
- Design a database (degrees of relationships, supertypes & subtypes, normalization)
- Implement a database in Access.

Financial Information Systems II

Stovepipes and how to get rid of it, Applications of patterns in Database design, Value Systems, Value chain and business process diagrams, Data flow diagrams for different business processes, Converting conceptual framework to logical framework (ERD's to tables). Sale and collection business process, Acquisition and payment business process, Merging different business processes. The conversion, financing and HR business processes, Risk controls, ERP systems, and E-Commerce modelling. Excel basic operations, functions and formulas, simple VBA programs with Excel, program control, Arrays.

Financial Information Systems III

Project Management in IT, MS Project, Advanced database management techniques, different architectures, data quality concepts and the beginning of ETL and data warehousing. More advanced VBA programming with Excel, macros, VBA and Access, SQL, Data validation and error trapping, Programming with ADO.

Financial Management for Advanced Diploma

Fundamentals of financial management; Analyse financial markets, institutions and securities; Time value of money; Capital budgeting techniques; Cost of capital; Financial management reports.

Financial Management 1 (Module 1)

Fundamentals of financial management; Financial markets, institutions and securities; Sources of short-term and long-term finance; The concept of time value of money; Capital budgeting techniques; Analysing financial statements; Valuation of shares and debentures.

Financial Management 1 (Module 2)

Working capital management; Leasing finance and convertible securities; Risk and return; Cost of capital; Bonds Valuation; Leverage and capital structure; Dividend policy;

Financial Management 4 (Module 1) - for pipeline students: phasing out in 2020

Overview of financial management; time value of money; risk and return; portfolio management; financial statement analysis (project: oral presentation) and; the cost of capital management.

Financial Management 4 (Module 2) - for pipeline students: phasing out in 2020

Investment appraisal techniques; estimating relevant cash flows; appraising investment risk; capital structure; working capital management and; dividend policy.

Financial Management for Non-Financial Managers

Introduction and definition of financial management; relationship between financial management, management accounting, financial accounting and economics; goal of financial management; The agency problem; Financial markets and institutions; The flow of funds in an economic system; Identify the different types of financial statements; Preparation of the Income statement and Balance Sheet in accordance with GAAP; Preparation of the Cash flow statement and the cash management principles; Cash management, cash cycle, cash turnover rate and minimum operating cash balance; Different types of budgets, advantage and disadvantages of budgeting; preparation and importance of a cash budget; the debtors collection schedule and the creditors payment schedules; Calculation of different types of ratios: Profitability, Liquidity, Activity, Debt; The time value of money concept, present value and future value; Management of working capital: stock, debtors, creditors, cash and cash equivalent, bank overdraft and marketable securities.

Fundamentals of Human Resource Management

The foundation and challenges of Human Resource Management; professionalisation of Human Resource Management; Information Technology for Human Resources; managing diversity; strategic HR planning; HR research.

Human Resource Development I

Definition of relevant training concepts and terminology: Education, Training and Development, Skills Development, OBE terminology, learning theories: Behaviourist, Operant / Classical / Social EG. Pavlov, Thorndike, Skinner Brain-based learning, learning styles, Historical Progression of learning theories, adult learning principles and methodology, role and function of HRD within an organisation, the training cycle, training legislation, structures and mechanisms, relationship between training policies, strategies, plans, procedures and budgets, administrative duties related to HRD: WSPs, Training admin, Training records, Reports, etc.

Human Resource Development II

Conduct a training needs / gap analysis: Methods, Processes, Skills audit. Designing and developing learning programmes, OBE principles and practices. Facilitation of learning interventions: Skills, Techniques, Media etc. Assessment of learners' competence: strategies, methods, principles, criteria, SAQA terminologies, moderation. Evaluating the effectiveness and impact of training interventions for the organisation: models / approaches, Instruments, Basic Statistical analysis / Quantitative techniques, new curriculum. Integration of the different phases of the training process. Research and writing a training proposal, alignment of the proposal with the business plan.

Human Resource Development IV - for pipeline students: phasing out in 2020

Human resource development legislation, strategic human resource development, the learning organisation, performance consulting, training needs analysis, designing human resource development interventions, planning and organising training, management development, e-learning, employee orientation, employment equity and diversity training, adult basic education and training, multi-skilling, career management and performance, quality management training, evaluation and

Human Resource Development Interventions

Assessment of training needs, planning and designing outcomes based learning, facilitating and assessing learning, Methods, media in learning facilitation, assessment and moderation of learner achievement, Evaluation of programme effectiveness, on and off the job development interventions, assessment centres and

management by objectives (MBO) as training interventions, Organisational development as a means to address change in an organisation.

Human Resource Development Strategies IV - for pipeline students: phasing out in 2020

Accreditation, moderation and verification, RPL, learner ships, learner support strategy, strategic management definition, strategy formulation, implementation, generic strategies, grand strategies, strategic leadership, structure follows strategy and matching structures with strategies, approaches through which organisations can achieve continuous improvement.

Human Resource Management IV - for pipeline students: phasing out in 2020

Recruitment and selection, compensation systems, job analysis, strategic HR planning, personnel management in special sectors, competency-based HR, career and talent management, induction and socialisation, performance management, retention strategies, health, safety and international HR management.

Human Resource Practices 4

Staffing, job design and analysis, training and development, diversity management, performance management and improvement and compensation and reward. The application of theoretical principles and practice is contextualised in international and local best practice environments, including aspects of globalisation, embracing new technology and developing human capital, ethics and competitive advantage through people.

Human Resource Practice

Introduction to human resources management: overview, manpower planning and job analysis techniques; manpower provisioning and maintenance processes; performance appraisal mechanisms; job evaluation and compensation principles; Absenteeism and labour turnover methodology; motivation theories and applications; health and safety issues; Quality of work life and social responsibility concepts; training and development – functional application; interpersonal relationships –stress, alcoholism and stereotypes. Introduction to labour and industrial relations; monitoring and auditing industrial relations; labour market analysis; unfair labour practices and resultant action; trade unions and trade unions structures; coping with trade unions; concluding an agreement; labour relations policy; discipline and grievances; handling discipline and grievances; collective bargaining; the negotiator; negotiation; regulating industrial conflict.

ICT Skills

ICT Skills is a module that focuses on promoting computer literacy through both simulated and real environments. Computer literacy is the knowledge and ability to use computers and technology efficiently. On completion of this module, learners should have a thorough understanding of what a personal computer is and how it can be broadly and efficiently utilised in higher education life and beyond. This module will also provide learners with computer literacy skills in the utilisation of the following applications: Microsoft Word 2010, Microsoft Excel 2010, Microsoft PowerPoint 2010, Microsoft Outlook 2010, and Internet Explorer.

Information Systems Auditing

Concept of Computerised Assisted Audit Techniques (CAATS); Access database for storing and manipulating large amounts of information and creating tables, reports and queries. Make use of Mail Merge to prepare letters for verification purposes; Use Excel for spreadsheets, financial calculations, pivot tables, advance filtering and conditional formatting to analyse information. Introduce ACL to assist the internal or external auditor with sampling and analysing.

Integrated Marketing Communication

Planning of a promotion programme, execution and evaluation, measuring advertising efficiency, types of promotion and promotion budgeting.

Internal Auditing 1

Introduction to auditing; The accounting profession; Introduction to the financial statement audit (audit/review, roles of various parties, various acts, ISA's, assertions, professional scepticism and professional judgement) auditing postulates; Principles of Internal control.

Internal Auditing 2 (Module 1)

Introduction to the internal auditing profession, Relationship between the internal audit function and other role players, the International Professional Practices Framework (Core principles, Definition, code of Ethics, Attribute Standards), Internal audit process, tools and techniques, Health and safety in the workplace.

Internal Auditing 2 (Module 2)

Internal control framework, System descriptions, risks and typical control activities and control effectiveness procedures for the following business cycles in a manual set-up: Revenue and receipt cycle, Purchases and payment cycle, Inventory, production and warehousing cycle.

Internal Auditing 3 (Module 1) - for pipeline students: phasing out in 2020

Performing the IA activity, IT concepts, the audit of the business cycles and control activities (Revenue and receipt cycle, Acquisition and payment cycle, Bank and cash, Inventory & warehouse cycle), Communicating results.

Internal Auditing 3 (Module 2) - for pipeline students: phasing out in 2020

Corporate governance codes and legislation, Organisational ethics, Computer Assisted Auditing Techniques and Tools (CAATTs), Sampling, Fraud and the internal auditor, the audit of the business cycles and control activities of the Human resources and payroll cycle.

Internal Auditing 3 (Module 1) (from 2017)

Performing the IA engagement, IT concepts, the audit of the business cycles and control activities: Inventory & warehousing cycle, Bank and cash, Communicating results.

Internal Auditing 3 (Module 2) (from 2017)

About the business, Introduction to governance, Introduction to Enterprise Risk Management, Organisational ethics, Advanced Computer Assisted Auditing Techniques and Tools (CAATTs), Fraud and the internal auditor, the audit of the business cycles and control activities of Human resources and payroll cycle.

Internal Auditing 4 (Module 1) - for pipeline students: phasing out in 2020

Internal audit management; Control self-assessment; Corporate governance and relevant legislation; Enterprise risk management; Perform and manage fraud/forensic audit; Reporting audit findings.

Internal Auditing 4 (Module 2) - for pipeline students: phasing out in 2020

Environmental and sustainability audits; Operational / performance auditing; Corporate governance and relevant legislation; Manage the process of reporting audit findings.

International Marketing

Formulation and implementation of global marketing strategies, the production, pricing, distribution, promotion and complexities associated with international/global markets.

Internship

Management of tournaments / events. Sport manager's legal responsibility, clubhouse management and planning of tournaments. Didactical aspects, tuft and facility management, safety management and management of overseas tours.

Introduction to Human Resource Development

Training and development in the south African context, Global models shaping the South African training and development system, The basic psychology of learning, an overview of Education, Training and Development legislation in South Africa, statutory training and development structures in South Africa. The south African occupational learning system.

Introduction to Employment Relations

A conceptual analysis of the employment relationship, Understanding the concept, The impact of power on the employment relationship, Traditional approaches to the employment relationship, The labour relations system as a societal structure, The composition of a labour relations system, The ole of the state, Employer and employee representation.

Labour Economics IV - for pipeline students: phasing out in 2020

Characteristics of the labour market, Supply of labour, Demand of labour, Wages and the cost of labour, Unions collective bargaining and minimum wages, Productivity and labour market flexibility, Globalisation and the labour market, Unemployment in South Africa, Human capital and the demand for skills labour, Labour market inequalities and discrimination, Social dialogue and codetermination.

Labour Law I

Common law contract of service, Compensation for Occupational Injuries and Diseases Act, Wage Act, Skills Development Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Labour Relations Act and Employment Equity Act.

Labour Relations I

Elements of labour relations, historical development of labour relations in South Africa, trade union development, employers' association development, internationalisation of labour relations, attitudes of employers towards trade unions, Principles, philosophies and policy of trade union movements, modern society and labour relations, communication in labour relations.

Labour Relations II

Definition, scope and content of collective bargaining. Labour management self-government, labour relations and collective bargaining. Roots of labour relations, role of management in labour relations, performance of a bargaining system. Concept of bargaining structure. Alternative designs, determinants of the formal bargaining structure. Consequences of alternative structures, effects of informal bargaining structures, Trade union structure for collective bargaining, Management policies and structure for collective bargaining, free collective bargaining, approaches to the negotiation process, terms of the agreement and their effects on employment.

Labour Relations IV - for pipeline students: phasing out in 2020

Unfair labour practices, Unfair discrimination, Dismissal, Automatically unfair dismissals and dismissal for misconduct, Procedural fairness and misconduct, Shop stewards, poor work performance and incapacity, Operational requirements, Reasons for dismissal, Procedures, remedies and costs. The labour market, The supply of labour, The demand for labour, Wages and the cost of labour, Unions, collective bargaining and minimum wages, Productivity and labour market flexibility, Globalisation and the labour market, Unemployment in South Africa, Human capital and the demand for skilled workers, Labour market inequalities and discrimination, Social dialogue and codetermination.

Labour Relations Management IV - for pipeline students: phasing out in 2020

Unfair dismissals, procedural and substantive fairness, dismissals based on operation requirements, contract of employment, AIDS in the workplace, theories of discrimination, employment equity, unfair discrimination, affirmative active, employment equity plan, diversity management.

Logistics I

General introduction to logistics foundations, system and market foundations. Capacity foundations, movement process, foundations and performance foundations.

Logistics IV - for pipeline students: phasing out in 2020

Logistics Modelling – Transport models, warehouse models, consumer satisfaction and logistics research design. Integrated logistical strategy.

Logistics Management - for pipeline students: phasing out in 2020

The evolution of Logistics, its needs and how it emerged in a business context. The concepts of Logistics Management, Supply Management, Total Cost approach as well as the various activities of Business Logistics. The Comparative Advantage created by Logistics through its linkage within the value chain in order to satisfy the customer / user. Conceptualising Production and Operations Management in order to understand the relationship between operations and strategy for the planning of the operations capacity to enhance competitive advantage through Operations Management Approaches and Philosophies. The effective management of inventory and the salient reasons to withhold it (inventory) throughout the Supply Chain. Unfolding the processes that are the prerequisite for the efficient operation of the warehouse. Transportation System and Management, its role and the basic modal performance / service characteristics of the basic (transportation) modes as well as the cost structure and trade-offs, competition and pricing principles of transportation. The role of Government as a stakeholder its policy instruments to regulate freight transport.

Macro Employment Relations Management

SA labour legislative framework, managing labour relations in the workplace, collective bargaining and organisational rights, negotiation.

Macroeconomics

Macroeconomic theory, national income, monetary policy, fiscal policy, unemployment, inflation and deflation, international trade and public finance

Management Accounting 3 (Module 1) - for pipeline students: phasing out in 2020

Master budgets, Capital Investment appraisal, Working capital management, Standard costing and variance analysis.

Management Accounting 3 (Module 2) - for pipeline students: phasing out in 2020

Decision making, risk and uncertainty, Activity Based Costing.

Management Accounting 4 (Module 1) - for pipeline students: phasing out in 2020

Evaluation and application of various cost accounting systems; Advanced decision making; Total quality management; Cost of quality; Theory of constraints; Synchronised manufacturing; Internal performance management; Transfer pricing systems; Reporting on cost, profit and investment centres.

Management Accounting 4 (Module 2) - for pipeline students: phasing out in 2020

Current developments in management accounting; Practical application of various topics done in Cost and Management are done by introducing case study analysis principles and procedures.

Management Theory 4

The concept of management, the nature of organisations, managerial competencies, ethics and corporate social responsibility, strategic analysis with focus on an organisation's external and internal environments, planning and strategy formulation and decision-making. Organisational change and learning, the dynamics of leadership, motivation for performance, organisational communication, group work and teams, organisational culture and workforce diversity and control in organisations.

Marketing I

Influence of the marketing environment on the firm, market segmentation and the role of the consumer. Introduction to marketing, the market, product, price, distribution, wholesalers and retail – basic principles and marketing communication. The market concept. The SA marketing environment, market segmentation and the marketing mix.

Marketing II

Influence of the marketing environment of the firm, market segmentation, the role of the consumer, international marketing, service marketing and direct marketing.

Marketing III

Strategy formulation process, SWOT analysis, generic strategy options, strategic changes and marketing ethics.

Marketing IV - for pipeline students: phasing out in 2020

Strategic marketing, market opportunities analysis, formulating marketing strategies for specific situations, implementation and control of marketing strategy, marketing plan and trends affecting the strategic role of marketing.

Marketing Management

Marketing environment, marketing research process, segmentation and target markets, positioning the firm and its products, marketing mix: product concepts; promotion, place and pricing, and strategic marketing and marketing plan.

Marketing Research III

The planning of a research project, secondary data, primary data, questionnaire design and fieldwork, sampling methods, data processing and reports.

Marketing Research IV - for pipeline students: phasing out in 2020

Qualitative research, scale techniques, international research, strategic marketing studies, forecasting techniques and specific research fields.

Mercantile Law

A brief review of the SA Law and general principles of the Law of Contract, Purchasing and Exchange Controls.

Microeconomics

Nature and scope of economics, economics systems and working economy, microeconomic theory: price theory, market mechanism, consumer equilibrium, cost and price formation, market forms and factors of production.

Micro Employment Relations Management

Labour disputes and resolutions, strikes and lock-outs, international labour relations, industrial democracy and workers participation.

Operations Management I

The organisation; mission, strategies, objectives and operational tasks. Introduction to operations management; activities and responsibilities of operations managers. Strategic operations management; SWOT analysis and operations planning. Functional operations management; aggregate planning, forecasting techniques, productivity, make or buy decision, value analysis and value engineering. Functions of the operations system. Management problem areas in operations management. Operational management; operations scheduling, operations control and work-study.

Organisational Behaviour IV- for pipeline students: phasing out in 2020

Core concepts of OB in the new millennium, Organisational culture; Ethics and Diversity, Individual difference in the workplace, Motivation and performance management, Groups and Teams, Organisation communication, Power empowerment influence and conflict resolution, Decision making, contemporary developments in leadership, Stress management, Modern trends in organisation architecture and design and organisational change and innovation.

Organisational Development IV- for pipeline students: phasing out in 2020

Organisational development and transformation; Strategic Organisational Development; Leadership; Organisational Development consulting process; Organisational Development interventions; Communication; Skills Development and learning; Organisational Development in the new world of work; Change in an organisation; The learning organisation; Knowledge management; Technology; Business ethics; Diversity and employment equity; Performance management; Employee well-being, emotional intelligence and talent management.

Organisational Dynamics V - for pipeline students: phasing out in 2020

Introduction to organisational dynamics, leadership, manager-leader, productivity, teams and conflict, motivation, the motivating climate, internet age and change management.

Procurement Management 1

Purchasing capital equipment, contract buying, retail buying, engineering and construction contracting, state and industrial purchasing, international buying, make or buy, negotiations, purchasing research, measuring purchasing management and total cost of ownership, strategic purchasing, evaluation techniques, staffing, advanced negotiation techniques, project purchasing, buying decision models, research, purchasing for small business, purchasing administration, supply dynamics, system design modelling, logistics, manoeuvrability, marketing and reporting techniques.

Project Management IV - for pipeline students. Phasing out in 2020

Overview of project management, systems theory and concepts, management functions in project management, organisational structures for project management, the project team and project office, project planning, time management, price determination and estimation, cost control and international project management.

Project Management V - for pipeline students. Phasing out in 2020

Overview of project management, systems theory and concepts, management functions in project management, organisational structures for project management, project team and project office, project planning, time management, price determination and estimation, cost control, international project management, project management in the year 2012. MS Projects Software: Design / create Gantt chart and Schedule according to individual projects.

Purchasing Management I

Purchasing role in business, relationships with other departments, procedures, forms and records, basic policies / planning, organisations, purchasing control and budgeting ethics / public relations.

Purchasing Management II

Sourcing quality, quality determination, right time, price and surplus materials. The organisation; mission, strategies, objectives and operational tasks. Introduction to production management; activities and responsibilities of production managers. Strategic production management; SWOT analysis and production planning. Functional production management; aggregate planning, forecasting techniques, productivity, make or buy decision, value analysis and value engineering. Functions of the production system. Management problem areas in production management. Operational production management; production scheduling, production control and work-study.

Purchasing Management III

Purchasing capital equipment, contract buying, retail buying, engineering and construction contracting, state and industrial purchasing, international buying, make or buy, negotiations, purchasing research, measuring purchasing management and total cost of ownership.

Purchasing Management IV - for pipeline students. Phasing out in 2020

Strategic purchasing, evaluation techniques, staffing, advanced negotiation techniques, project purchasing, buying decision models, research, purchasing for small business, purchasing administration, supply dynamics, system design modelling, logistics, manoeuvrability, marketing and reporting techniques.

Quantitative Techniques / Statistics 1 (Module 1)

Basic Mathematics; Statistics in Management (The language of statistics, components of statistics, data types and measurement scales, data sources, data collection methods); Exploratory Data Analysis - Summarising Data: Summary Tables and Graphs, Numeric Descriptive Statistics (measure of central and non-central location, measure of dispersion, measure of skewness); Basic Probability Concepts and Probability Distributions (Binomial, Poisson and Normal distributions); Excel (based on all content covered).

Quantitative Techniques / Statistics 1 (Module 2)

Inferential Statistics: Sampling and Sampling Distributions, Confidence Interval Estimation, Hypothesis Testing: Single population (means and proportions),

Hypothesis Testing: Difference between two means, Chi-squared hypothesis tests; Statistical Models for Forecasting and Planning: Simple Linear Regression and correlation Analysis, Index Numbers, Time Series Analysis; Excel (based on all content covered).

Research Methodology Advanced Diploma (CMA & Internal Auditing)

Introduction to the theory of research methodology, including different types of research design, literature studies, sampling, data collection, statistical methods ensuring reliability and validity, formulation of problem statements, research questions, hypotheses and variables, as well as interpretation and report writing.

Research Methodology

The concept research, focus on the application of scientific writing principles, distinguish between the various research paradigms and methodologies, provide an overview of the lay-out and content of a research proposal, and critical engagement with scholarly literature. An overview of both qualitative and quantitative research methods as it relates to design, sampling, data collection, data analysis, and the presentation of findings.

Research Methodology IV

Theory and practice of conducting research; types of investigations, selection of topic, title, coming up with a problem statement and a thesis statement, coming up with a research strategy, learn how to read a scientific paper and how to test if a topic is researchable, intellectual property rights and learn how to write funding applications. The Gantt chart, statistical methods, research design and proposal.

Retail Business Management I

Introduction to retailing, building relationships in retailing, planning in retailing, retail institutions, store-based retailing, web and non-store based retailing, understanding consumers, and information gathering in retailing, trade area analysis, site selection, retail organisation, HRM and financial management.

Retail Business Management II

Retail research, role of research in decision-making, the research process and secondary data and primary data. Self-administered primary data and computer-aided data collection. Merchandise plans, financial merchandise management, retail pricing, establishing and maintaining retail image and promotional strategy.

Retail Business Management III

Buyer's role in retail buying, planning the purchase, additional buying responsibilities and making the purchase.

Retail Operations Management I

Nature of a retail business management, principles of management in retail, health, safety and housekeeping management, managing stakeholder relations, leadership, concepts and principles of self- management, legal and statutory requirements

Retail Operations Management II

Production process, value creation and productivity, process types- manufacturing and service management, HR management activities relevant to a manager of a retail business

Retail Operations Management III

Environment factors impacting on a retail business, types of management, basic strategic management, tactical management, business plan

Sales Management III

Selection and appointment of sales people, training and remuneration of sales people, sales planning, organisation and sales budgeting.

Shopping Centre Management

What is a shopping centre, site selection, design principles, maintenance, tenant mix, insurance and safety management, feasibility study, customer services, finance and administration, presentation, refurbishments, financial feasibility and centre promotion.

Sociological Aspects

Human social institutions & social relationships; Industrial sociology; Social theory; Social organisation & structure; Family structures; Social groups; Human impact on the environment.

Sport Management I

Decision-making, Club Management, Records management, didactical Aspects of coaching, Human Resources Management in sport, financial record-keeping, legal aspects, sports agents.

Sport Management II

Events, bids, human resources, budgeting, sponsorship, marketing, media and public relations, legal aspects, risk management, services and logistics, event day management and evaluation and facility management.

Sport Management III

Didactical aspects, turf and faculty management, safety management and management of overseas tours. Rules and the administration of specific sports are done in these three subjects.

Sport Practical I

Specialisation in own sport, exposure to eight other sports, bio-kinetic tests, sports trauma and life skills.

Sport Practical II

Specialisation in own sport, exposure to eight other sports, bio-kinetic tests, organising an event and public speaking.

Sport Practical III

Bio-kinetic tests, presenting a recreation program, swimming / lifesaving and job-hunting skills.

Sport & Physical Recreation Studies I

Physiological aspects, anatomical aspects and biomechanics.

Sport & Physical Recreation Studies II

Social structures and cultures, sport psychology, sport physiology, psychological aspects, nutrition, the influence of steroids and other substances on the body and recreation management.

Sport & Physical Recreation Studies III

Introduction to sport sociology, children in sport, Aggression, Women in sport, Training principles, Individual differences, Muscular fitness components, Energy systems, Programme development, Developing goals and objectives, Programme budgeting and resource alignment, programme promotion, Delivering leisure programmes and evaluation and quality assurance.

Strategic Management V - for pipeline students. Phasing out in 2020

Strategic management process, vision and mission, external environment, internal analysis, strategic analysis, grand strategy, objectives and structuring, strategic control and tactical planning.

Supply Chain Management

Introduction to supply chain management, theories, strategies, practices, determinants, benefits and challenges, public vs private supply chain management, green supply chain management, supply chain performance.

Systems and Project Management for Advanced Diploma (Module 1)

Project management: Concepts, characteristics of the different phases within a project, tools and techniques, management and leadership issues.

Systems and Project Management for Advanced Diploma (Module 2)

Information systems (the purpose and role of information systems); Evaluation and opportunities for the use of information technology and information systems.

Systems & Project Management IV - for pipeline students. Phasing out in 2020

Introduction to systems and project management, understanding project management, defining project success, explanation of project managers and line managers interface, defining functional managers, difference between project and work, classification of projects, project driven versus non projects driven organisation, project managers as the planning agent, project dimensions, project management process, project teams, secret to project success, project over time, performing swot analysis of a project, smart management, project models, project life cycle, project scoping Gantt chart, work breakdown structure, project business plan, developing a project charter, defining risk, managing project risk, developing a risk matrix, identifying risk, risk quantification, responding to risk, project knowledge areas, project technology and documentations and conflict and negotiation in project.

Talent Management

Introduction of talent management; talent management challenges; focus areas of talent management; inclusive leadership; in-market action learning; performance management linked to rewarding talent; managing local talent; talent fit for emerging countries.

Taxation 1 (Module 1)

The student gains a thorough knowledge of the current Income Tax Act and its practical applications, especially to individuals.

Taxation 2 (Module 1)

The student gains a thorough knowledge of the current Income Tax Act and its practical application. Focusing on tax for partnerships, companies, close corporations and labour brokers.

Taxation 2 (Module 2)

The student gains a thorough knowledge of the current Income Tax Act and its practical applications, especially to farmers, Value Added Tax and Capital Gains Tax.

Technology Management

Introduction to management; evolution of management theory; managers and the external environment of organisations; strategic planning; effective planning; problem solving and decision making; division of work and organisational structure and coordination; authority, delegation and decentralisation, groups and committees; managing organisational change and development; managing organisational conflict and creativity; motivation, performance and satisfaction; leadership and communication; the control process, Introduction to management information systems; responsibilities of various categories of is professional and selecting software packages; introduction to computer hardware and operation; introduction to networking and telecommunications; decision support systems; managing end user computing; competitive advantage and evolving system development; managing information resources; managing the human side of systems.

Transport Economics (Module 1)

Transportation's role in the supply chain, transportation's role in the economy; essentials and SA regulations and policy on transportation, transportation modes/models and roles in supply chain/economy, key issues and challenges of transportation, transport technology.

Transport Economics (Module 2)

Intermodal and transportation costing/pricing, transportation outsourcing, 1st, 2nd, 3rd and 4th party logistics, international transportation, monitoring and evaluation of the transport operations; and transportation risk management, relationship management in transportation

Workforce Planning

Job design; job analysis; recruitment; selection; induction; motivation; retention.

Workplace Psychology

Introduction to the nature of psychology, subfields, nature and identity of Industrial and Organisational Psychology (IOP), frameworks for thinking and practice in IOP, human and career development, sensory and perceptual processes, cognitive processes, motivation and emotion, attitudes and values, psychological well-being, psychological assessment

Notes: -

Notes: -

Notes: -

Notes: -

Notes: -

Notes: -