



UNDERGRADUATE 2026

RULES AND REGULATIONS

The right to add, withdraw, or in any way change any part or any regulation without prior notification remains vested in the University

College of Business and Economics



UNIVERSITY
OF
JOHANNESBURG

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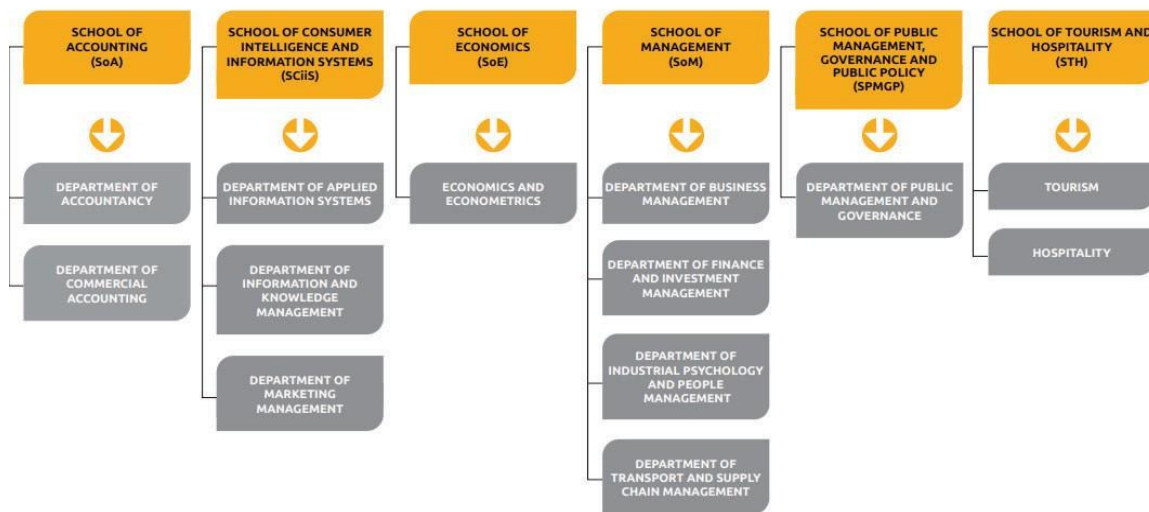
SECTION A: GENERAL INFORMATION

1. INTRODUCTION TO THE COLLEGE OF BUSINESS AND ECONOMICS

The College of Business and Economics, in short, the CBE, is the largest faculty in the University of Johannesburg. The CBE houses six schools, thirteen departments, six centres, one institute, one research lab, three SARCHI Chairs, and two research centres. The CBE qualifications range from diplomas to postgraduate diplomas, as well as undergraduate to postgraduate degrees. Our continuous education programmes (non-subsidised programmes) include short learning programmes, bridging programmes and whole programmes. This yearbook contains only the information regarding the non-subsidised programmes. To get more information on the other formal CBE qualifications, please visit the CBE website www.uj.ac.za.

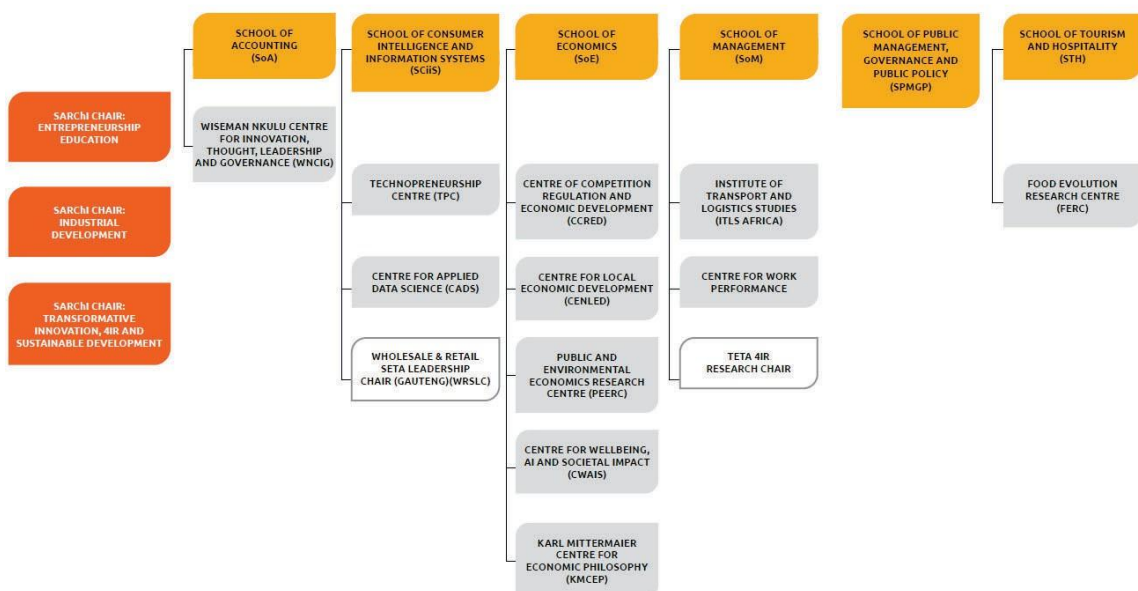
Academic Departments @ a Glance

6 Schools ➔ 13 Departments



Research Hubs @ a Glance

➔ 3 SARCHI Chairs ➔ 6 Schools ➔ 6 Research Centres ➔ 2 Research Chairs ➔ 1 Institute ➔ 1 Research Laboratory



The purpose of CBE is to develop critical thinkers and problem solvers who address business, economics and societal challenges.

Our mission is to transform the business landscape by offering cutting-edge business solutions through exploring the intersection between cutting-edge theory (innovative developments) and practical guided application.

Our vision is to be a reliable and trusted supplier of (in-demand) skills, knowledge, and advice to Africa's leading businesses, governments, and institutions.

Our goals are to:

- streamline teaching and learning excellence and improve student success;
- increase people's excellence through attracting, developing and promoting the right talents and people's well-being;
- increase research excellence in output, impact and National Research Fund-related researchers;
- increase and improve sustainable relations, collaborations and partnerships; and
- achieve financial sustainability.

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APB: Contact No: (011) 559-1370/1350/1383

SWC: Contact No: (011) 559-5526

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10.2 LIST OF ABBREVIATIONS USED IN THE YEARBOOK

ABBREVIATION	EXPLANATION
ACMA	A Chartered Management Accountant
AHSD	American High School Diploma
AL	Advanced Level (Cambridge)
APS	Admission Point Score
AR	Academic Regulation
AS	Advanced Subsidiary Level (Cambridge)
CAA	Central Academic Administration
CAT	Centre for Academic Technologies
CBE	College of Business and Economics
CE	Continuous Assessment
CEP	Continuing Education Programme
CFA	Chartered Financial Analyst

CFP	Certified Financial Planner
CIMA	Chartered Institute of Management Accountants
CHE	Council on Higher Education
CHL/EM	Certificado de Habilitacoes Literarias (Mozambique)/Ensino Medio (Angola)
CPD	Continuous Professional Development
DBE	Department of Basic Education
DHET	Department of Higher Education and Training
Diplôme/Exam D'Etat	Diplôme d'Etat or d'Etudes Secondaire du Cycle
DIPEM	Division for Institutional Planning, Evaluation and Monitoring
DVC	Deputy Vice-Chancellor
EM	Examination Mark
FHDC	Faculty Higher Degrees Committee
FM	Final Mark
FO	Final Opportunity
GED	General Education Development
HEI	Higher Education Institution
HEMIS	Higher Education Management Information System
HEQC	Higher Education Quality Committee
HEQSF	Higher Education Qualifications Sub-Framework
HIGCSE	Higher International General Certificate of Secondary Education
HFA // HCA	Head of Faculty Administration/Head of College Administration
HOD	Head of Department
IB(HL)	International Baccalaureate Schools (Higher Levels)
IB(SL)	International Baccalaureate Schools (Standard Levels)
ID	Identity Document (card) // Refugee Identity Documents
IEB	Independent Examination Board
IELTS	International English Language Testing System
IGCSE	International General Certificate of Secondary Education
JBS	Johannesburg Business School
JH	Calculation Criteria for year modules
KCSE	Kenya Certificate of Secondary Education
KK	Calculation Criteria for Couplet modules
LMS	Learning Management System
LO	Life Orientation
MEC	Management Executive Committee
NASCA	National Senior Certificate for Adults
NBT	National Benchmark Test
NCV	National Certificate Vocational
NDP	Non-Degree Purpose
NSP	Non-Subsidised Programme
NSFAS	National Student Financial Aid Scheme
NSSC(HL)	Namibia Senior Secondary Certificate (Higher Level)
NSSC(OL)	Namibia Senior Secondary Certificate (Ordinary Level – Cambridge)
NSC	National Senior Certificate (Completed Grade 12 in and after 2008)
NQF	National Qualifications Framework
ODE	Online Distance Education
PG	Postgraduate
PQM	Programme Qualification Mix
PsyCaD	Centre for Psychological Services and Career Development
PWG	Programme Working Group
RPL	Recognition of Prior Learning
SACAI	South African Comprehensive Assessment Institute
SACPVP	South African Council for the Property Valuers Profession
SAQA	South African Qualifications Authority
SC(A)	Senior Certificate (Amended)
SC HG	Senior Certificate Higher Grade (completed Grade 12 before 2008)
SC SG	Senior Certificate Standard Grade (completed Grade 12 before 2008)
SEC	Student Enrolment Centre

Senex	Senate Executive Committee
SH	Calculation Criteria for semester modules
SHDC	Senate Higher Degrees Committee
SL	Service Learning
SLP	Short Learning Programme
SM	Semester Mark
SOP	Standard Operating Procedure
STLC	Senate Teaching and Learning Committee
TOEFL	Test of English as a Foreign Language
WAEC	West African Examination Council
WIE	Work-integrated Education
WIL	Work-integrated Learning
UG	Undergraduate
UJ	University of Johannesburg
UJELP	UJ English Language Programme
USAf	Universities South Africa
VC	Vice-Chancellor

SECTION B: SPECIFIC RULES AND REGULATIONS FOR THE COLLEGE OF BUSINESS AND ECONOMICS

CBE.1 ACADEMIC REGULATIONS

The College Regulations must be read together with the Academic Regulations of the University of Johannesburg. The UJ Academic Regulations are available online on the UJ website.

<https://www.uj.ac.za/wp-content/uploads/2021/10/academic-regulations-2026.pdf>

CBE.2 RULES OF ACCESS

The offering of any programme at a particular campus is subject to viability and adequate student numbers.

It could happen that an applicant adheres to the minimum selection criteria, but that no space is available in the programme. The University reserves the right to limit the number of students per programme according to the University's Enrolment Management Plan as approved by the Department of Higher Education (DHET), Senate and College Board.

Prospective students who wish to apply for an exemption based on post-school qualifications must submit their applications before registration.

CBE.3 ADMISSION

- Prospective students must apply to the University in terms of the applicable Rules of Admission, as amended from time to time. Final selections are made based on academic merit, against the Rules of Admission.
- Prospective students must apply for admission to programmes not later than the determined programme-specific closing dates as stipulated on the official UJ website. Application dates may change, subject to the approval by the Registrar. Applications are free.
- Applicants may only apply for two undergraduate study choices, two postgraduate study choices, and two non-subsidised programmes. These study choices may not be amended once they have been submitted. Undergraduate applicants *may* be offered an additional choice for the academic year applied for during the Late Enquiry process at the start of the academic year.
- Admission is subject to selection in accordance with programme-specific admission rules and policies, requirements and selection criteria determined by the Faculty Board, approved by Senate and contained in the relevant Faculty Rules and Regulations. Please refer to CBE sections 5 to 9 for the specific admission requirements for the qualifications offered in the College of Business and Economics.
- The University has the right to revoke or amend the admission status of an applicant and cancel or refuse the registration of an applicant or student who provided incorrect, misleading, or false information and/or documentation material for an application for admission or re-admission, or who omitted to provide information or documentation material to an application for admission or re-admission.

3.1 GENERAL MINIMUM ADMISSION REQUIREMENT PRINCIPLES FOR AN UNDERGRADUATE PROGRAMME

- 3.1.1 National Senior Certificate (NSC) with a **higher certificate endorsement** is the legal minimum requirement for admission to a higher certificate.
- 3.1.2 NSC with a **diploma endorsement** is a legal minimum requirement for admission to an undergraduate diploma.
- 3.1.3 NSC with a **bachelor's degree endorsement** is a legal minimum requirement for admission to an undergraduate bachelor's degree.
- 3.1.4 SC(A) with relevant endorsement, with a pass of three subjects at 40% - one of which must be an official language at Home Language Level or pass subjects at 30% - one of which must be an official language at First Additional or Home Language Level or obtained a subminimum of 20% in the sixth subject.
- 3.1.7 NASCA is awarded upon certification of 120 credits with at least four subjects passed, carrying 30 credits each.
- 3.1.8 NCV will only be considered for admission into the degree and diploma programmes with the following specific requirements:
For admission to a **bachelor's degree**, the following minimum criteria apply:
- a NCV (level 4) issued by the Council for General and Further Education and Training.
 - achievement of at least 70% for 5 of the 7 subjects – fundamental and vocational categories.
 - achievement of at least 70% in English as the Language of Teaching and Learning/First Additional Language, and one additional language.
 - achievement of at least 70% in Mathematics – taken as a fundamental subject.
- For admission to an **Undergraduate Diploma**, the following minimum criteria apply:
- a NCV (level 4) issued by the Council for General and Further Education and Training.
 - achievement of at least 60% for 5 of the 7 subjects – fundamental and vocational categories.
 - achievement of at least 60% in English as Language of Teaching and Learning/First Additional Language, and one additional language.
 - achievement of at least 60% in Mathematics or 70% in Mathematics Literacy – taken as a fundamental subject.
- 3.1.9 An applicant who has completed an appropriate/relevant Higher Certificate at an accredited Higher Education Institution (HEI) may articulate into an appropriate advanced certificate, diploma or degree qualification, subject to meeting the UJ's academic requirements.
- 3.1.10 An applicant who has completed an appropriate/relevant undergraduate diploma may articulate into an undergraduate bachelor's degree or advanced diploma, subject to meeting the UJ's academic requirements.
- 3.1.11 Additional admission, progression and/or articulation requirements may be determined by the University.
- 3.1.12 Applicants who have completed their NSC or SC must comply with the minimum APS for the qualifications they applied for.
- 3.1.13 All applicants must comply with the language requirements, faculty and qualification or module requirements for admission to each programme as outlined by the relevant faculty.
- 3.1.14 International applicants wishing to register for undergraduate or postgraduate qualifications will be required to demonstrate equivalence with the above admission requirements, with certification of equivalence by SAQA or USAf where required.
- 3.1.15 All applicants intending to study in the online mode of delivery must:
- have access to a computer with a reliable and stable, high-speed Internet connection;
 - participate in teaching and learning activities through the LMS;

- be able to use a webcam and/or a microphone;
- review and comply with the complete list of technical requirements specific to the programme of study; and
- complete an online orientation course offered by the CAT, if required.

3.1.16 Other additional admission requirements may include:

- Admission or placement tests;
- Interviews in person or online;
- Portfolios of evidence;
- Recognition of Prior Learning (RPL) process;
- SAQA or USAf certification of equivalents;
- Language proficiency tests;
- Conditional registration document requirements.

3.1.17 Compliance with the University's requirements, or the national minimum requirements, does not guarantee admission, selection, or registration as the University is bound by its DHET-approved enrolment plan. Distance learning qualifications may also be subject to enrolment targets as determined annually by the University in consultation with faculties.

3.1.18 Prospective applicants in Grade 12 or completing high school will be considered for provisional or conditional admission to study at the University based on their final Grade 11 (or equivalent) results, calculated using the APS (or equivalent) scores. Applicants provisionally or conditionally admitted based on their final Grade 11 (or equivalent) results will only receive a firm offer if their final NSC, NC(V), NASC, or equivalent results meet the relevant admission requirements for the qualification as stipulated by the University, subject to space and any additional selection criteria. The minimum admission requirements for higher education are set out in the Gazette No.1309 of 2018.

3.1.19 Prospective applicants who comply with the minimum national requirements for admission to a programme, but who do not meet the additional University/faculty-specific minimum requirements (APS), may, upon good cause shown, be granted admission to such programme at the discretion of the relevant Executive Dean in consultation with the DVC Academic, the Registrar, and in line with the UJ Enrolment Plan. If prospective students do not meet faculty-specific admission requirements with respect to a module in such a programme that is taught in a faculty other than the faculty in which the programme is offered, the Executive Dean must consult with the Executive Dean of the faculty within which the module resides before admission to the programme is granted.

3.1.20 Where applicants rewrite some of their NSC, NC(V) NASC or equivalent subjects to (1) obtain better results to gain access to a University programme and (2) not to delay the student's admission, the applicant irrevocably authorises the University to calculate the revised endorsement due to changes to marks as a result of an official remark, rewrite or upgrade completed. The applicant acknowledges that the University's calculation is subject to the official revised result, and the applicant waives any claim that the applicant may have against the University as a result of an error or omission in relation to the calculation made by the University. Applicants with international credentials rewriting their final high school subjects with the intention to study degree programmes must reapply to SAQA for the relevant equivalence certificate.

3.1.21 School-leaving certificates not appearing in Table 1 are considered individually by the Student Enrolment Centre (SEC), Division for Global Engagement, faculties and departments.

Table 1: Admission Point Score (APS)

	APS	NATIONAL		INTERNATIONAL											
	NSC (IEB/SACAI)	SC HG (M-SCORE)	SC SG (M-SCORE)	HIGCSE/NSSC (HL)	IGCSE/NSSC (OL)	AS LEVELS	A LEVELS	IB (HL)	IB (SL)	WAEC	KCSE	Diplome/ Exam D' Etat	CHL/EM	Baccalaureate	AHSD
10							A/A*	7							
9							B	6							
8							C	5							
7	7 (80-100%)	A		1		A/A* (7)	D	4	7		A				A
6	6 (70-79%)	B	A	2		B (6)	E	3	6		B				B
5	5 (60-69%)	C	B	3	A/A* (9-7)	C (5)		2	5	A	C	80-100%	16-20	16-20	C
4	4 (50-59%)	D	C	4	B (6-5)	D (4)		1	4	B	D	70-79%	14-15	14-15	D
3	3 (40-49%)	E	D		C (4)	E (3)			3	C	E	50-69%	10-13	10-13	
2	2 (30-39%)	F	E		D/E (3)				2	D/E	F	30-49%	8-9	8-9	
1	1 (0-29%)	G	F		F/G (2-1)				1	F/G	G	0-29%	0-7	0-7	

Note: *The abbreviations are listed in the order in which they appear on the table and not alphabetically.

ABBREVIATIONS	FULL TERM
NSC	National Senior Certificate (completed Grade 12 in and after 2008)
SC HG	Senior Certificate Higher Grade (completed Grade 12 before 2008)
SC SG	Senior Certificate Standard Grade (completed Grade 12 before 2008)
IEB	Independent Examination Board
HIGCSE	Higher International General Certificate of Secondary Education
IGCSE	International General Certificate of Secondary Education
NSSC(HL)	Namibia Senior Secondary Certificate (Higher Level)
NSSC(OL)	Namibia Senior Secondary Certificate (Ordinary Level – Cambridge)
AS	Advanced Subsidiary Level (Cambridge)
A Level	Advanced Level (Cambridge)
IB(HL)	International Baccalaureate Schools (Higher Levels)
IB(SL)	International Baccalaureate Schools (Standard Levels)
WAEC	West African Examination Council
KCSE	Kenya Certificate of Secondary Education
Diplôme/Exam D'Etat	Diplôme d'Etat or d'Etudes Secondaire du Cycle
CHL/EM	Certificado de Habilitacoes Literarias (Mozambique)/Ensino Medio (Angola)
Baccalaureate	Gabonese School Leaving
AHSD	American High School Diploma

3.2 ADMISSION REQUIREMENTS FOR APPLICANTS WITH INTERNATIONAL SCHOOL LEAVING CREDENTIALS AND APPLICANTS WHO COMPLETED THE SENIOR CERTIFICATE (SC), SUBJECT TO MATRICULATION EXEMPTION RULES

- 3.2.1 Admission Point Scores (APS) are awarded for the six best subjects, taking faculty and qualification-specific requirements into account (Refer to Table 1 above).
- 3.2.2 Applicants who obtained the SC and who comply with the minimum APS according to Table 2 will be considered for admission to study at the University. A maximum of six subjects will be used to calculate the total APS; these six subjects will include the programme-specific requirements.

3.3 ADMISSION REQUIREMENTS FOR APPLICANTS WHO OBTAINED THE NATIONAL SENIOR CERTIFICATE (NSC) IN 2008 OR LATER

- 3.3.1 Life Orientation or equivalent subjects are not counted in the calculation of the total APS, nor are they considered as an individual compulsory subject.
- 3.3.2 In total, six subjects are used for the calculation of the total APS. The total APS of an applicant is the sum of the achievement ratings of the particular programme's compulsory subjects and the remaining NSC or final high school leaving subjects of that applicant.
- 3.3.3 If applicants completed more than the minimum number of subjects (six) in their NSC or high school leaving certificate, the compulsory subjects and the best of the remaining subjects will be used to calculate the total APS.

3.4 ADMISSION REQUIREMENTS FOR APPLICANTS WHO OBTAINED THE NATIONAL CERTIFICATE VOCATIONAL (NCV), SENIOR CERTIFICATE AMENDED SC(A) AND THE NATIONAL SENIOR CERTIFICATE FOR ADULTS (NASCA)

3.4.1 GENERAL ASPECTS

- Admission requirements for applicants with an NCV, an SC(A) and a NASCA are in accordance with relevant legislation and the Faculty Rules and Regulations related to the various academic programmes.
 - Refer to the UJ Prospectus/website for the requirements per qualification and faculty.
 - Refer to the Policy on Applications and Selections.
 - Refer to the UJ Academic Regulations paragraph 4.2.9 of the Academic Regulations for alternative admission requirements.

3.4.2 ADMISSION REQUIREMENTS FOR APPLICANTS WHO OBTAINED THE NATIONAL SENIOR CERTIFICATE VOCATIONAL NC(V)

For more information on admission requirements, please see:

- CBE.5.2 for extended diplomas
- CBE.6.2 for diplomas
- CBE.8.2 for extended Bachelor of Commerce degrees

3.4.3 ADMISSION REQUIREMENTS FOR APPLICANTS WHO OBTAINED THE SENIOR CERTIFICATE (AMENDED) SC(A)

- Senate Discretionary Conditional Admission for candidates who have completed the SC(A) and who have applied for admission to an extended diploma, diploma, extended degree, BA degree programmes and BCom Accountancy (online) in CBE, provided that:
 - The applicant meets the minimum APS and the minimum subject requirements per qualification;
 - The applicant completes the NBT, obtaining at least the following results:
 - Academic Literacy 65%
 - Quantitative Literacy 52% or
 - Maths 50%; and
- The relevant Director of a School recommends the admission.
- Selection is based on academic merit, and the availability of places and hence specific selection criteria may be applied within the required Enrolment Management Plan, as the University has a particular number of places available as approved by the Department of Higher Education and Training for new undergraduate first-year students.
- The minimum APS and minimum subject requirements for SC(A) per the CBE qualification type for students who obtained the Senior Certificate (Amended) are provided in Table 2:

Table 2: Minimum APS and subject requirements per qualification type offered in the CBE for students who obtained the SC(A)

CBE qualification types	Minimum APS and subject requirements
Extended diplomas	
APS with Maths /Technical Maths	20
APS with Maths Literature	22
English	4
Maths / Technical Maths	3
Maths Literature	5
Diplomas	
APS with Maths / Technical Maths	23
APS with Maths Literature	25
English	4
Maths / Technical Maths	3
Maths Literature	6
Extended degrees	
APS with Maths / Technical Maths	25
APS with Maths Literature	28
English	4
Maths / Technical Maths	3
Maths Literature	6
BA Degrees	
APS with Maths / Technical Maths	28
APS with Maths Literature	30
English	4
Maths / Technical Maths	4
Maths Literature	6
BCom Online Programmes	
APS with Maths / Technical Maths	28
APS with Maths Literature*	28
English	4
Maths / Technical Maths	4
Maths Literature*	5

3.4.4 ADMISSION REQUIREMENTS FOR APPLICANTS WHO OBTAINED THE NATIONAL SENIOR CERTIFICATE FOR ADULTS (NASCA)

- Senate Discretionary Conditional Admission will only be considered for applicants who have completed the NASCA and who have applied for admission to an **Extended Diploma or a Diploma** in the CBE, provided that:
- The applicant meets the following minimum subject requirements:
 - English 60% APS 5
 - Maths 60% APS 5 or
 - Technical Maths 60% APS 5 or
 - Maths Lit 70% APS 6
- The applicant completes a PsyCaD assessment, obtaining an unconditional recommendation.
- The applicant completes the NBT, obtaining at least the following results:
 - Academic Literacy 65%; and
 - Quantitative Literacy 52%
 - or
 - Maths 50%; and
- The relevant Director of a School recommends the admission.
- Applicants may also be required to write a placement/aptitude test to evaluate their learning potential for the relevant programme/s.
- Selection is based on academic merit and the availability of places, and hence specific selection criteria may be applied within the required Enrolment Management Plan, as the University has a specific number of places available as approved by the Department of Higher Education and Training for new undergraduate first-year students.

3.4.5 ADMISSION REQUIREMENTS FOR APPLICANTS WHO HAVE COMPLETED THE GENERAL EDUCATION DIPLOMA (GED)

- The GED results are converted to an APS, and together with the NSC results, the total APS is calculated – (refer to Table 1 for the APS and how it gets calculated). Life Orientation is not counted in the calculation of the total APS.
- The applicant needs to meet the minimum APS and subject requirements.
- A letter from USAf indicating a foreign conditional exemption is also required.
- Meeting the minimum requirements with the letter from USAf will suffice for application at the University of Johannesburg.

3.5 ALTERNATIVE ADMISSIONS

3.5.1 Senate Discretionary Conditional Admission

Senate Discretionary Conditional Admission for candidates who have successfully completed the NSC or SC or NCV or SC(A), or NASCA or other international final high school certificates and who have applied for admission to an undergraduate programme at the University may be considered by Senate on recommendation of the relevant Executive Dean and in line with the UJ Enrolment Plan.

3.5.2 School of Tomorrow applicants

- The Executive Dean, together with the Registrar, may approve conditional admission of School of Tomorrow applicants via the Senate discretionary admission process, subject to Faculty Rules and Regulations, a PsyCaD assessment and obtaining at least a Higher Intermediate Level NBT result and in line with the UJ Enrolment Plan.
- The request for Senate Discretionary Admission should be served at the first Senate meeting following the conditional admission for final approval by Senate.

3.5.3 Recognition of Prior Learning (RPL)

The University may, on the grounds of RPL and in alignment with SAQA, DHET and CHE policy, and subject to Senate-approved faculty-specific admission rules, admit students who do not comply with the minimum admission requirements and in line with the UJ Enrolment Plan.

3.5.4 Placement in bridging or alternative programmes

Prospective students who do not meet the minimum admission requirements for a specific programme may be placed in a Senate-approved bridging programme, following a Senate-approved placement procedure and in line with the UJ Enrolment Plan.

3.6 ADMISSION OF INTERNATIONAL APPLICANTS

Admission of international applicants is subject to the conditions set out in the Immigration Act 13 of 2002.

- The success of an international application depends on both the confirmation of the academic acceptance and the obtaining of the necessary statutory documentation and state approval.
- To enrol for a degree programme in South Africa, applicants with international school leaving results are required to qualify for any type of Matriculation Exemption from the Matriculation Board (USAf).
- All prospective international students are required to submit proof of English language proficiency. The University accepts English proficiency certificates from:
 - the International English Language Testing System (IELTS) test. CBE requires an overall score of 6;
 - the Test of English as a Foreign Language (TOEFL). CBE requires an average score of 80 – 104 for undergraduate programmes; or
 - UJ English Language Programme (UJELP). CBE requires an overall score of 6.

Please refer to section CBE 10.3.2 (of the CBE Faculty Rules and Regulations) for all the documents that are required from international applicants to be submitted before registration.

3.7 RIGHT OF ADMISSION

The Vice-Chancellor and the Council of the University determine an applicant's admission to the University, subject to the Enrolment Plan. An applicant who has applied for admission to a particular programme and satisfies the minimum rules and requirements of access and admission, but who has been refused admission, may request written reasons for such refusal from the relevant Executive Dean concerned or their delegated authority.

The University of Johannesburg, its faculties, and the college have the right to change the admission requirements of a specific field of study.

CBE.4 DURATION OF PROGRAMMES

- The minimum duration of a programme is in accordance with the HEQSF and HEMIS requirements.
- The maximum duration of a full-time contact programme is as indicated in Table 3 in Column D.
- The maximum duration of a part-time contact programme is as indicated in Table 3 in Column E.
- The maximum duration of the Online-Distance Programmes (ODE) offered by UJ is as stipulated in Table 3, Column F. The maximum duration of an online programme allows for one additional year (12 months, where applicable) in comparison to the maximum period of the contact programme.
- For all qualifications up to NQF Level 8, the maximum period is inclusive of interruption of studies.
- Students who fail to complete the programme within the maximum period will be allowed to continue with the programme only if granted special permission by the Executive Dean on recommendation of the relevant HOD or the faculty's Examination or Assessment Committee.
- Maximum duration of study for distance education programmes (carousel model and non-carousel):
 - While the carousel model is designed to offer students the flexibility to pause their studies for one or more modules, it is important to note that each programme has a maximum duration of study. This maximum duration includes any periods of interrupted study, as outlined in Table 3: Duration of Programmes.
 - For the purpose of calculating the duration taken to complete an online distance (ODE) programme the number of months will be utilised where applicable.
- Table 3 stipulates the maximum periods of enrolment for full-time and part-time study.
- Expected duration applies to full-time students who carry a full academic load and do not repeat modules.

Table 3: Duration of Undergraduate programmes

Qualification	Minimum Credits	Minimum Duration (years)	Expected duration (years)	Maximum Duration allowed for Full-time (FT) qualification	Maximum Duration allowed for Part-time (PT) qualification	Maximum Duration allowed for (fully online) programmes
	A	B	C	D	E	F
Higher Certificate	120	1	1	2 years		
Advanced Certificate	120	1	1	2 years		
Diploma	240	2	2	3 years		48 months**
UG Diploma	360	3	3	5 years		72 months**
UG Extended Diploma	360	4	4	6 years		
Advance Diploma	120	1	1	2 years		36 months**
UG Degree	360	3	3	5 years		72 months**
UG Extended Degree	360	4	4	6 years		
UG Professional Degree	480	4	4	6 years		

CBE.5 CREDITS, DURATION, SELECTION CRITERIA AND MINIMUM ADMISSION REQUIREMENTS OF EXTENDED DIPLOMAS

5.1 CREDITS AND DURATION

- Extended Diplomas should have a minimum of 480 credits.
- The **minimum** duration for an extended diploma is **four years** of full-time study.
- The **maximum** duration is **six years** of full-time study.

5.2 SELECTION CRITERIA

- Selection is based on academic merit and the availability of places and hence may entail the use of additional criteria/requirements. Note that student numbers for each Extended Diploma programme are limited, in accordance with the Institutional enrolment plan.
- Meeting the minimum requirements for a particular programme does not necessarily guarantee admission to that programme. Specific selection criteria may be applied within the required Enrolment Management Plan, as the University has a specific number of places available as approved by the DHET for new undergraduate first-year students.
- Student numbers for each Extended Diploma programme are limited.
- Life Orientation (LO) is not used when calculating the APS.
- For selection, the APS requirement for Technical Maths will be the same as for Maths.

5.2.1 National Senior Certificate (NSC) – 2008 and after or Senior Certificate (SC) – before 2008

The minimum admission requirements for an extended diploma are in accordance with the requirements as defined in the Government Gazette July 2008.

This implies the following:

- NSC endorsed with diploma admission; or
- SC-based complete/conditional exemption; and
- language requirements; and
- admission/placement tests as approved by Senate; and
- College- and programme-specific requirements as determined by the relevant Board of College, approved by Senate and contained in the relevant Rules and Regulations (please refer to Table 4 and 5).

The following are specific minimum admission requirements with respect to extended diploma studies for candidates who have completed the NSC (2008 and after) or the SC (before 2008) in the CBE:

Table 4: Minimum admission requirements for the extended diploma studies (NSC – 2008 and after) or (SC before 2008)

Extended Diplomas	Minimum APS	English	Mathematics	Mathematical literacy	Technical Mathematics	Offered by
Logistics	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management
People Management	19 with Mathematics OR 21 with Mathematical Literacy	4 (50%)	3 (40%)	4 (50%)	3 (40%)	School of Management
Small Business Management*	19 with Mathematics OR 21 with Mathematical Literacy	4 (50%)	3 (40%)	4 (50%)	3 (40%)	School of Management
Transportation Management	22 with Mathematics OR 24 Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management

* It is recommended that applicants to this qualification show a desire to start their own business and to become an entrepreneur.

5.2.2 National Certificate (Vocational) (NC(V)) – From 2007

In the College of Business and Economics, (NC(V)) candidates are considered only for extended diplomas, diplomas, extended degrees, certain BCom, BA degrees and certain Bachelor's degrees.

The following are specific minimum admission requirements with respect to extended diploma studies for candidates who have completed the National Certificate (Vocational) in the CBE:

Table 5: Minimum admission requirements for the extended diploma studies [NC(V) from 2007]

Programme	Fundamental Component			Vocational Component
	English	Mathematics OR Mathematical Literacy		
		Mathematics	Mathematical Literacy	
Extended Diplomas (4 years)				
Logistics	5 (60%)	5 (60%)	6 (70%)	60% in 3 compulsory vocational subjects
People Management	5 (60%)	5 (60%)	6 (70%)	60% in 3 compulsory vocational subjects
Small Business Management*	5 (60%)	5 (60%)	6 (70%)	60% in 3 compulsory vocational subjects
Transportation Management	5 (60%)	5 (60%)	6 (70%)	60% in 3 compulsory vocational subjects

* It is recommended that applicants to this qualification show a desire to start their own business and to become an entrepreneur.

CBE.6 CREDITS, DURATION, SELECTION CRITERIA AND MINIMUM ADMISSION REQUIREMENTS OF DIPLOMAS

6.1 CREDITS AND DURATION

- Diplomas should have a minimum of 360 credits.
- The **minimum** duration for Diploma studies is **three years** of full-time study.
- The **maximum** duration is **five years** of full-time study.

6.2 SELECTION CRITERIA

- Selection is based on academic merit and the availability of places and hence may entail the use of additional criteria/requirements.
- Meeting the Faculty/College's minimum requirements for a particular programme does not necessarily guarantee admission to that programme. Specific selection criteria may be applied within the required Enrolment Management Plan, as the university has a specific number of places available, as approved by the DHET, for new undergraduate first-year students.
- Student numbers for each Diploma programme are limited.
- Life Orientation (LO) is not used when calculating the APS.
- For selection, the APS requirement for Technical Maths will be the same as for Maths.

6.2.1 National Senior Certificate (NSC) – 2008 and after or Senior Certificate (SC) – before 2008

The minimum admission requirements for a diploma are in accordance with the requirements as defined in the Government Gazette July 2008.

This implies the following:

- NSC endorsed with diploma admission; or
- SC-based complete/conditional exemption; and
- language requirements; and
- admission/placement tests as approved by Senate; and
- College- and programme-specific requirements as determined by the relevant Board of College, approved by Senate, and contained in the relevant Rules and Regulations (Refer to Table 6, 7 and 8).

The following are specific minimum admission requirements with respect to diploma studies for candidates who have completed the NSC (2008 and after) or the SC (before 2008) in the CBE:

Table 6: Minimum admission requirements for the diploma studies (NSC – 2008 and after) or (SC before 2008)

Diplomas	Minimum APS	English	Mathematics	Mathematical literacy	Technical Mathematics	Offered by
Accountancy *	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Accounting
Business Information Technology	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	6 (70%)	3 (40%)	School for Consumer Intelligence and Information Systems
Financial Services Operations *	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management
Food and Beverage Operations	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Tourism and Hospitality
Logistics	24 with Mathematics OR 26 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management
Marketing**	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School for Consumer Intelligence and Information Systems
People Management	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management
Retail Business Management**	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School for Consumer Intelligence and Information Systems
Small Business Management***–	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management
Tourism Management	22 with Mathematics OR 24 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Tourism and Hospitality
Transportation Management	24 with Mathematics OR 26 with Mathematical Literacy	4 (50%)	3 (40%)	5 (60%)	3 (40%)	School of Management

*** A student in the College of Business and Economics who has diploma endorsement but does not meet the specific diploma entry requirements may obtain access to diploma studies in Accountancy or Financial Services Operations through the Programme in Commercial Accounting and must complete all prescribed modules of the latter programme within the first year of registration.**

**** A student in the College of Business and Economics who has a Higher Certificate endorsement and has completed the Higher Certificate in Marketing and Sales with UJ's Department of Marketing Management may gain access to the diploma in Retail Business Management provided they have completed the Higher Certificate in Marketing and Sales within the first year of registration and obtained a minimum mark of 60% for each of the following modules: English 1A, English 1B, Mathematics for Marketers 1A and Mathematics for Marketers 1B. Additional departmental selection criteria will apply. Alternatively, a student who has completed the Short Learning Programmes (SLPs) Retail Management (S3M01Q) or Introduction to Retail Management (MKT010) may also gain access to the Diploma in Retail Business Management.**

****** It is recommended that applicants to this qualification show a desire to start their own business and to become an entrepreneur.**

6.2.2 National Certificate (Vocational) (NC(V)) – From 2007

In the College of Business and Economics, (NC(V)) candidates are considered only for extended diplomas, diplomas, extended degrees, certain BCom, BA degrees, and certain Bachelor's degrees (refer to Table 5).

- For the **Diploma in Accountancy and the Diploma in Financial Services Operations**, the following are specific minimum admission requirements for candidates who completed the National Certificate (Vocational):

Table 7: Minimum admission requirements for the Diploma in Accountancy and the Diploma in Financial Service Operations [NC(V) from 2007]

Programme	Fundamental Component			Vocational Component
	English	Mathematics OR Mathematical Literacy		
		Mathematics	Mathematical Literacy	
Diploma Programmes (3 years)	5 (60%)	5 (60%)	6 (70%)	60% in 3 compulsory vocational subjects

- For the **Diploma in Food and Beverage Operations, Logistics, Marketing, People Management, Retail Business Management, Small Business Management, Tourism Management, and Transportation Management**, the following are specific minimum admission requirements for candidates who completed the National Certificate (Vocational):

Table 8: Minimum admission requirements for the other diploma programmes offered in CBE [NC(V) from 2007]

Programme	Fundamental Component			Vocational Component
	English	Mathematics OR Mathematical Literacy		
		Mathematics	Mathematical Literacy	
Diploma Programmes (3 years)	5 (60%)	5 (60%)	6 (70%)	60% in 5 of the 7 subjects (Fundamental and vocational categories)

- For the **Diploma in Business Information Technology**: an achievement of at least 70% in Mathematics or 80% in Mathematics Literacy taken as a fundamental subject is required, for candidates who completed the National Certificate (Vocational).

CBE.7 CREDITS, DURATION, SELECTION CRITERIA, AND MINIMUM ADMISSION REQUIREMENTS OF ADVANCED DIPLOMAS

7.1 CREDITS AND DURATION

- Advanced Diplomas should have a minimum of 120 credits.
- The **minimum** duration for Advanced Diploma studies is **one year** of full-time study.
- The **maximum** duration is **two years** of full-time study.

7.2 SELECTION CRITERIA

- Advanced Diploma applicants must have completed a Diploma or Bachelor's degree in the same or a relevant field of study as determined by the Faculty Board, approved by Senate and contained in the Faculty Rules and Regulations (for CBE, refer to section C, CBE numbers 39 to 56, on the various Advanced Diplomas offered in CBE)
- Selection is based on academic merit and the availability of places and therefore may entail the use of additional criteria/requirements.
- Preparatory study and an entrance examination may be required by the relevant department.
- Information regarding admission requirements is obtainable from the relevant School in the College of Business and Economics.
- Meeting the minimum requirements for a particular programme does not necessarily guarantee admission to that programme. Specific selection criteria may be applied within the required Enrolment Management Plan, as the University has a specific number of places available as approved by the DHET for new undergraduate first-year students.
- Student numbers for each Advanced Diploma programme are limited.

7.2.1 The following are Advanced Diplomas offered by the different Schools in the College of Business and Economics.

Table 9: Advanced Diplomas offered in CBE

Advanced Diploma	Offered by
Accountancy	School of Accounting
Business Management	School of Management
Business Information Technology	School of Consumer Intelligence and Information Systems
Financial Management	School of Accounting
Financial Markets	School of Management
Financial Markets (Fully online)	School of Management
Hospitality Management	School of Tourism and Hospitality
Logistics	School of Management
Logistics (Fully online)	School of Management
Management	School of Management
Marketing Management	School of Consumer Intelligence and Information Systems
People Performance Management	School of Management
People Performance Management (Fully online)	School of Management
Property Valuation and Management	School of Management
Real Estate (Fully online)	School of Management
Retailing	School of Consumer Intelligence and Information Systems
Tourism Management	School of Tourism and Hospitality
Transportation Management	School of Management

CBE.8 CREDITS, DURATION, SELECTION CRITERIA AND MINIMUM ADMISSION REQUIREMENTS OF EXTENDED DEGREE PROGRAMMES

8.1 CREDITS AND DURATION

- Extended degrees should have a minimum of 480 credits.
- The **minimum** duration for an extended degree is **four years** of full-time study.
- The **maximum** duration is **six years** of full-time study.
- The first year of study comprises foundational modules. The second, third and fourth years are the same as the first, second and third years of study of the corresponding regular degree.

8.2 SELECTION CRITERIA

- **Only new first-time entering candidates are considered for admission into BCom extended degree programmes.** This means that those who previously enrolled at a Higher Education Institution do not qualify for entry into the BCom extended degrees.
- Selection is based on academic merit and the availability of places and may therefore entail the use of additional criteria/requirements.
- Meeting the College's minimum requirements for a particular programme does not necessarily guarantee admission to that programme. Specific selection criteria may be applied within the required Enrolment Management Plan, as the university has a specific number of places available, as approved by the DHET, for new undergraduate first-year students.
- Life Orientation (LO) is not used when calculating the APS.
- For selection, the APS requirement for Technical Maths will be the same as for Maths.
- Applicants may also be required to write a placement/aptitude test to evaluate their learning potential for the relevant extended curriculum programme/s.
- The extended degrees are largely aimed at candidates from educationally and socially disadvantaged backgrounds.

ADDITIONAL INFORMATION

- The 2nd, 3rd and 4th years of study in the extended degree will be the same as the 1st, 2nd and 3rd years of study in the relevant regular degree.
- The Bachelor of Commerce in Accounting extended degree, BCom (Accounting) Extended programme, does not provide direct access to the Postgraduate Diploma in Accounting Science (the Chartered Accountancy (CA) stream). However, students who complete the BCom (Accounting) extended degree may enrol for a bridging programme (subject to space, admission requirements and the continued future offering of this programme). Upon completion of this bridging programme and compliance with specific performance requirements, candidates may then apply for the Postgraduate Diploma in Accounting Science.
- A student in the College of Business and Economics who has obtained access to degree studies through the extended programme must complete all foundation modules within the first two years of study.

8.2.1 National Senior Certificate (NSC) – 2008 and after or Senior Certificate (SC) – before 2008

The minimum admission requirements for an extended degree are in accordance with the requirements as defined in the Government Gazette July 2008.

The following are specific minimum admission requirements with respect to the Extended Bachelor of Commerce Degree studies in the College of Business and Economics for NSC or SC:

Table 10: Minimum admission requirements for the Extended Bachelor of Commerce Degree studies (NSC – 2008 and after) or (SC before 2008)

Extended Degrees	Minimum APS	English	Mathematics	Mathematical literacy	Technical Mathematics	Offered by
Accountancy	25 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	3 (40%)	6 (70%)	Not accepted	School of Accounting
Business Management	25 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	3 (40%)	6 (70%)	3 (40%)	School of Management
Economics and Econometrics	25 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	3 (40%)	6 (70%)	Not accepted	School of Economics
Finance	25 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	3 (40%)	6 (70%)	Not accepted	School of Management

A student in the College of Business and Economics who has obtained access to degree studies through the extended programme MUST complete all foundation modules within the first two years of study.

8.2.2 National Certificate (Vocational) (NC(V)) – From 2007

In the College of Business and Economics, (NC(V)) candidates are considered only for extended diplomas, diplomas, extended degrees, certain BCom, BA degrees, and certain Bachelor degrees.

Minimum admission requirements in respect of extended Bachelor of Commerce degree studies in the College of Business and Economics for candidates who completed the (NC(V)):

- Please note that Life Orientation (LO) is not used when calculating the APS.
- For the purpose of selection, the APS requirement for Technical Maths will be the same as for Maths.

Candidates with an NC(V) are considered for the BCom extended degrees and must have achieved the following minimum admission requirements for the National Certificate (Vocational):

Table 11: Minimum admission requirements for the Extended Bachelor of Commerce degrees (NC(V) from 2007)

Programme	Fundamental Component			Vocational Component
	English	Mathematics OR Mathematical Literacy		
		Mathematics	Mathematical Literacy	
All BCom extended degree Programmes (4 years)	70%	70%	80%	70% in 4 compulsory vocational subjects

A student in the College of Business and Economics who has obtained access to degree studies through the extended programme MUST complete all foundation modules within the first two years of study.

CBE.9 CREDITS, DURATION, SELECTION CRITERIA AND MINIMUM ADMISSION REQUIREMENTS OF BACHELOR OF COMMERCE (BCOM) (REGULAR DEGREES), BACHELOR DEGREES AND BACHELOR OF ARTS (BA) REGULAR DEGREES

9.1 CREDITS AND DURATION

- Bachelor of Commerce (Regular Degrees) and Bachelor of Arts (Regular Degrees) should have a minimum of 360 credits.
- The **minimum** duration for a Bachelor's Degree is **three years** of full-time study.
- The **maximum** duration is **five years** of full-time study.

9.2 SELECTION CRITERIA

- Selection is based on academic merit and the availability of places and hence may entail the use of additional criteria/requirements.
- Meeting the College's minimum requirements for a particular programme does not necessarily guarantee admission to that programme. Specific selection criteria may be applied within the required Enrolment Management Plan, as the University has a specific number of places available as approved by the Department of Higher Education and Training (DHET) for new undergraduate first-year students.
- Applicants may also be required to write a placement/aptitude test to evaluate their learning potential for the relevant extended curriculum programme/s.
- Life Orientation (LO) is not used when calculating the APS;
- For the purpose of selections, the APS requirement for Technical Maths will be the same as for Maths.

9.2.1 National Senior Certificate (NSC) – 2008 and after, or Senior Certificate (SC) before 2008

The minimum admission requirements for a degree are in accordance with the requirements as defined in the Government Gazette July 2008.

This implies the following:

- NSC endorsed with degree admission; or
- SC-based complete/conditional exemption; and
- language requirements; and
- admission/placement tests as approved by Senate; and
- Programme-specific requirements as determined by the relevant Board of College, approved by Senate and contained in the relevant College Rules and Regulations (see Table 12 and 13).

The following are specific minimum admission requirements with respect to Bachelor of Arts degree studies in the College of Business and Economics.

Table 12: Minimum admission requirements for the Bachelor of Arts Degree studies (NSC – 2008 and after) or (SC before 2008)

BA Degree	Minimum APS	English	Mathematics	Mathematical literacy	Technical Mathematics	Offered by
Public Management and Governance	26 with Mathematics OR 28 with Mathematical Literacy	5 (60%)	3(40%)	5(60%)	3(40%)	School of Public Management, Governance & Public Policy

The following are specific minimum admission requirements in respect of the Bachelor of Commerce and Bachelor degree studies in the College of Business and Economics:

Table 13: Minimum admission requirements for the Bachelor of Commerce and Bachelor's Degree studies (NSC – 2008 and after) or (SC before 2008)

BCom and Bachelor's degrees	Minimum APS	English	Mathematics	Mathematical Literacy	Technical Mathematics	Offered by
Accounting	28 with Mathematics	4 (50%)	4 (50%)	Not accepted	Not accepted	School of Accounting
Accounting (CA)	33 with Mathematics	4 (50%)	5 (60%)	Not accepted	Not accepted	School of Accounting
Accountancy* (Fully online)	28 with Mathematics	4 (50%)	4 (50%)	Not accepted	Not accepted	School of Accounting
Business Management	26 with Mathematics	4 (50%)	4 (50%)	Not accepted	4 (50%)	School of Management
Economics and Econometrics	28 with Mathematics	4 (50%)	4 (50%)	Not accepted	Not accepted	School of Economics
Entrepreneurial Management	26 with Mathematics	4 (50%)	4 (50%)	Not accepted	4 (50%)	School of Management
Finance	28 with Mathematics	4 (50%)	4 (50%)	Not accepted	Not accepted	School of Management
Hospitality Management	26 with Mathematics OR 28 with Mathematical Literacy	5 (60%)	4 (50%)	5 (60%)	4 (50%)	School of Tourism and Hospitality
Human Resource Management	28 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	4 (50%)	5 (60%)	4 (50%)	School of Management
Human Resource Management (Fully Online)	28 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	4 (50%)	5 (60%)	4 (50%)	School of Management
Industrial Psychology	26 with Mathematics	4 (50%)	4 (50%)	Not accepted	4 (50%)	School of Management
Information Management	26 with Mathematics OR 28 with Mathematical Literacy	4 (50%)	4 (50%)	6 (70%)	4 (50%)	School of Consumer Intelligence and Information Systems
Information Systems	26 with Mathematics	4 (50%)	4 (50%)	Not accepted	4 (50%)	School of Consumer Intelligence and Information Systems
Marketing Management	26 with Mathematics	4 (50%)	4 (50%)	Not accepted	4 (50%)	School of Consumer Intelligence and Information Systems
Transport and Logistics Management	27 with Mathematics	5 (60%)	4 (50%)	Not accepted	4 (50%)	School of Management
Tourism Development and Management	26 with Mathematics OR 28 with Mathematical Literacy	5 (60%)	3 (40%)	4 (50%)	3 (40%)	School of Tourism and Hospitality

* Alongside these admission requirements for the **Bachelor of Commerce in Accountancy (Fully online)** are also alternative entry requirements under CBE.68.

9.2.2 National Certificate (Vocational) [NC(V)] – From 2007

In the College of Business and Economics, [NC(V)] candidates are considered only for extended diplomas, diplomas, extended degrees, certain BCom, BA degrees and certain Bachelor's degrees.

Candidates with an NC(V) are considered for the following BCom or Bachelor degrees:

Business Management, Entrepreneurial Management, Hospitality Management, Human Resource Management (contact and online), Industrial Psychology, Information Management, Information Systems, Marketing Management, Transport and Logistics Management, as well as Bachelor of Hospitality Management, Bachelor in Tourism Development and Management and must have achieved the following minimum admission requirements for the National Certificate (Vocational):

Table 14: Minimum admission requirements for the Bachelor of Commerce and Bachelor degrees (NC(V) from 2007)

Programme	Fundamental Component			Vocational Component
	English	Mathematics OR Mathematical Literacy		
		Mathematics	Mathematical Literacy	
Bachelor of Commerce and Bachelor Degree Programmes	70%	70%	80%	70% in 5 of the 7 subjects (Fundamental and vocational categories)

CBE.10 REGISTRATION

Students may not attend lectures or any contact sessions in a module, receive study material or supervision, have access to any electronic study material or sources or be assessed in a module if they are not registered students at the University for the relevant module or programme for the relevant academic year.

10.1 GENERAL PRINCIPLES

- 10.1.1 Students may not participate in any academic activities unless they are registered for the relevant module or programme for the relevant academic year (including conditionally registered; for postgraduate students, this includes pre-registration). Participation includes attending classes or any contact or distance education sessions in a module, receiving study material or supervision, having access to any electronic study material or sources or being assessed in a module.
- 10.1.2 Students register annually for an academic programme of the University as contained in the Academic Calendar (<https://www.uj.ac.za/about/academic-calendar-and-regulations/>) and on the relevant Faculty webpages (<https://www.uj.ac.za/faculties/>). Registration information can be accessed on the following URL (<https://www.uj.ac.za/admission-aid/registration/>).
- 10.1.3 Once a student is admitted to a distance learning (fully online carousel model) programme, they register at no cost for that programme. The next step is to add modules according to the registration dates specified on the UJ website <https://online.uj.ac.za/>. All carousel module additions must be accompanied by full payment for the module. Students only add modules offered during the specific carousel intake. Students are required to renew their registration for fully online carousel programmes in accordance with the Academic Calendar for online carousel programmes.
- 10.1.4 For subsequent study periods (after the initial registration period), students will register for the qualification and add modules, in terms of the requirements of the programme being followed and the registration dates specified on the UJ website (see URLs above). Programme requirements may specify compulsory, elective and prerequisite modules that must be passed before being allowed to proceed to higher-level modules. The UJ website is the official communication for all UJ-related student matters.

- 10.1.5 Students register for a programme subject to the academic regulations that applied at the time of first registration for that particular programme, provided that:
- (i) if the academic regulations are amended, students who commenced their studies under the previous academic regulations and who have not interrupted their studies and are compliant with all the other rules that were applicable at the time of their first registration, may complete their studies according to the previous regulations;
 - (ii) if the new academic regulations are beneficial to them, students may complete their studies under these new regulations, subject to the conditions in AR 5.1.5 (a) [CBE 10.1.5];
 - (iii) the Faculty Board may set special transitional arrangements, approved by Senate, in respect of programmes where a change has been approved, and determine a date on which new academic regulations will be phased in and previous regulations phased out; and
 - (iv) where operational processes and procedures or other academic regulations and/or policies are amended, students must abide by these amended regulations/policies. Examples include, but are not limited to, policies that relate to student discipline.
- 10.1.6 The onus is on the student to ensure that they have registered for any failed or outstanding modules, as well as service learning (if applicable), to comply with all the requirements of the relevant qualification.
- 10.1.7 Students (undergraduate and postgraduate) may apply for study abeyance (interruption of studies) under exceptional circumstances in line with the rules and regulations of the University. The application for study abeyance must include all relevant supporting documentation and be submitted to the Faculty for consideration by the Executive Dean or their delegated representative. The student is also required to inform any relevant funding bodies, such as sponsors, NSFAS, UJ Student Finance, etc., as the abeyance may have implications on the funding requirements/conditions.
- 10.1.8 Students who interrupt their studies are required to apply for special permission from the relevant Head of College Administration (HCA) to return and continue with their studies. Continuation of studies may be subject to certain conditions.
- The student must register for any outstanding modules, including service learning, to fulfil the requirements of the relevant programme.
 - The HCA, in consultation with the relevant delegated authority, may, in exceptional circumstances, allow students to continue their studies according to specific conditions where applicable.
- 10.1.9 Applicants who are admitted for a particular academic year must register for that year according to the registration dates as determined by the University.
- 10.1.10 The MEC may, by notice to the applicants and students, bring the closing date for registration for a programme forward to remain within the enrolment target for the programme.
- 10.1.11 An applicant or student who does not register for a programme before the enrolment target is reached forfeits the right to register for the programme for the particular academic year.
- 10.1.12 Fees are determined by the University and are payable as per the guidelines set out in the student fee booklet. Refer to the UJ Student Finance webpage: <https://www.uj.ac.za/admission-aid/student-finance/>.
- 10.1.13 After registration, contact students are obliged to pay the fees due on or before the dates stipulated by the University. Information relating to Student Finance can be accessed on the following URL: <https://www.uj.ac.za/admission-aid/student-finance/>.
- 10.1.14 Students who have outstanding debt are allowed to apply for and sign an Acknowledgement of Debt within the registration period. This allows them the opportunity to complete their registration, based on the guidelines set out in the fee booklet (<https://www.uj.ac.za/admission-aid/student-finance/>) where a student is required to pay 50% of historic debt as well as the upfront minimum registration payment and sign a debit order to settle the outstanding debt. This information can be accessed on the following URL: <https://www.uj.ac.za/admission-aid/student-finance/acknowledgement-of-debt-application/>.

- 10.1.15 Students who have cancelled their studies or who have registered and not taken up their studies remain liable for their fees.
- 10.1.16 Students are not allowed to register outside the prescribed and approved registration periods unless the Registrar formally extends the registration period. Once registrations have closed, approval for late registrations must be sought from the Registrar (for continuing students) and DVC Academic (for new students).
- 10.1.17 Tuition fees are payable in accordance with the UJ student fees.
- 10.1.18 Students must sign a formal agreement (the Student Agreement) with the University in electronic format when they register online. Students who do not register online must complete, sign and submit a hard copy of the agreement. In the case of all minors, their parents or guardians must countersign the Student Agreement (or sign an additional hard copy of the Student Agreement) and submit it to the University. The Student Agreement incorporates a personal information statement and contains an exemption from liability and indemnity.
- 10.1.19 Students must adhere to all the policies, rules, regulations and procedures of the University (<https://www.uj.ac.za/about/academic-calendar-and-regulations/>) and undertake to pay the prescribed fees by signing the official registration form and the formal agreement with the University. Please note that the University of Johannesburg, as a public space, is an illegal substance/drug-free zone. Students are required to abide by the Policy on Responsible Student Usage of Alcohol and Prevention of Substance Abuse or any other relevant policies.
- 10.1.20 The registration of students is valid for the applicable registration period only, and lapses on expiry of this period.
- 10.1.21 Students may not register simultaneously for (a) two programmes at the University, or (b) for a programme or module at another university, concurrently with their registration at the University, without prior written consent of the Executive Dean of the relevant faculty, in consultation with the Registrar, and the relevant authority of the other university. The University has the right to cancel the registration of the programme or module if prior consent was not obtained from the relevant authorities at the University.
- 10.1.22 Except where a higher standard is applied to a specified programme, at least 50% of all the required modules (including all exit-level modules) that a student must complete for an undergraduate qualification to be awarded or conferred must be completed at the University to obtain the qualification certification from the University of Johannesburg.
- 10.1.23 Only in exceptional cases may the Executive Dean or their delegated authority, in consultation with the Registrar, grant permission to complete an exit-level module at another higher education institution.
- 10.1.24 Senate may determine the minimum number of students who should register for a programme or a module for it to be offered on a particular campus and/or in a particular year.
- 10.1.25 A student may not register for more than the prescribed number of modules per academic year/semester as:
- approved by Faculty Board and Senate;
 - reflected in the Faculty Rules and Regulations and curriculum;
 - specified per year level.
- 10.1.26 The Executive Dean, or their delegated authority of the faculty, may approve the equivalent of two additional semester modules or one-year module per academic year (over and above the curriculum), where petitioned, and the student may only register for and pursue such courses upon receipt of express consent.

- 10.1.27 The Department of Higher Education and Training, upon recommendation from senates and councils, approves the enrolment plan of universities. Within UJ, the Institutional Enrolment Plan determines the maximum number of students who may register for a programme. Deviations from this plan (in terms of the number of students registered) must be approved by the DVC: Academic and will be considered in relation to the overall Enrolment Plan and targets, as well as ensuring quality teaching.
- 10.1.28 Registration takes place in accordance with the Programme Qualification Mix (PQM) as approved by DHET and related Higher Education Management Information System (HEMIS) business rules.
- 10.1.29 The University does not guarantee that students (including those with a disability/impairment) who register for a qualification and complete that qualification will be registered with a professional board/council or be successful in obtaining employment.
- 10.1.30 Students who are admitted to a programme (whether online or in contact mode) but who failed to register for that programme within the calendar year admitted will forfeit the right to automatically register for the following calendar year (students will need to re-apply for admittance). However, if the student was admitted for the fully online programme within the last four months of a calendar year, the admittance will be carried over to the following calendar year.
- 10.1.31 Registration and re-registration or renewal of registration for any programme is subject to satisfactory academic performance and other rules of the University. A student may be deregistered and refused permission to re-register on the grounds of unsatisfactory academic performance and behaviour, disqualifying the student from being issued with a Statement of Good Conduct by the University. The standards of academic performance required from students to permit them to re-register appear in the Academic Regulations. The University is not required to issue warnings to students to improve their academic performance before deregistering them or refusing them permission to re-register on the grounds of poor, unsatisfactory academic performance, but if such warnings are issued, students can thereafter be deregistered or refused permission to re-register if they fail to meet the conditions attached to the warning. Persons who are prevented from re-registering on the grounds of unsatisfactory academic performance may appeal their academic exclusion in terms of the Academic Regulations and may exercise that right only once for that qualification. The Registrar may, upon exceptional circumstances and in consultation with the relevant faculty, provide permission for a student to register for a final attempt – no further extensions will be considered.
- 10.1.32 Conditional registration grants a registering student certain rights and privileges temporarily. The approval of conditional registration will be granted by the Executive Dean, subject to confirmation from the relevant HOD and academics that adequate support (in some cases, remote support) will be feasible.
- 10.1.33 Should an applicant fully meet the admission requirements within the time limits as set out in the conditions, the registration will be upheld. Should the conditions not be met, the conditional registration will be terminated. Residences will not reserve places in residence for conditionally registered students. Upon full registration, they may be considered for UJ residence, should there be spaces available. Should the registration conditions not be met, the University will cancel the student residence registration. The standard cancellation rules in respect of fees that would have applied to students who were unconditionally registered and had cancelled their studies on that day will apply.
- 10.1.34 Non-Degree Purpose (NDP) registration requests must be supported by the relevant HOD and Executive Dean (or Vice-Dean if delegated) before being submitted by the HCA for final approval to the Registrar. Aspects that will be taken into consideration are:
- for a student who was admitted to UJ based on a Cambridge conditional exemption, with the requirement of passing a school subject at the university level to qualify for a complete exemption certificate;
 - whether the candidate completed the previous studies in the minimum time;
 - whether the successful completion of the NDP module(s) will satisfy the admission requirements into the next qualification;

- whether the required results in need of improvement are attainable (e.g. improvement from a 50% average in a previous qualification to more than 65% average);
- exceptional academic results in previous studies; and
- full history of the candidate in terms of previous NDP applications and decisions made.

10.1.35 If approved by the Registrar, strict conditions will be communicated to the candidate (e.g. failure to meet the required results in the first semester will lead to deregistration for the second-semester modules).

10.2 REGISTRATION FOR FULLY ONLINE PROGRAMMES

- Once a student is admitted to a fully online programme, he/she registers at no fee for that programme. The next step is to register for one or more modules according to one of the registration dates specified on the online website. All module registrations must be accompanied by full payment for the module. Students register only for modules offered during the specific study period selected.
- For subsequent study periods, students will register for further modules, in terms of the requirements of the programme being followed and the registration dates specified on the Online Website. Programme requirements may specify compulsory, elective and prerequisite modules, that must be passed prior to proceeding to higher-level modules.
- Guidance as to the registration process and programme requirements will be available from the Call Centre.
- Students are required to renew their registration for a fully online programme in accordance with the Academic Calendar for online programmes.
- Online students agree to the terms and conditions of the online digital access and policy at registration.
- Students who are admitted for a fully online programme and who failed to register for that fully online programme within the calendar year applied for will forfeit the right to register for the following calendar year. However, if the admittance of the student was for the fully online programme within the last four months of a calendar year, the admittance is to be carried over to the following calendar year.
- Fully online students are required to comply with the University's Academic Regulations in terms of attendance as applicable. Attendance in fully online programmes is measured in the following ways:
 - the frequency and duration that the student spends online;
 - the extent of participation in fully online discussions;
 - the timeous submission of tasks and assignments; and
 - data-gathering, allowing for advanced data analytics to foster improved teaching and learning
- Students are required to complete tasks as specified for the module/s for which they are registered.

10.3 DOCUMENTS TO BE SUBMITTED BEFORE REGISTRATION

- Students who register for the first time at the University are required to submit copies of all outstanding required documentation via email to Perceptive Content ujappdocs@listsrv.uj.ac.za before the registration process can take place.
- Senior students (returning and transferring) are required to submit documents to CBE Administration as specified below, if:
 - their personal information has changed since the previous registration;
 - there are still outstanding documents listed; or
 - the student is a transfer student from another higher education institution.
- Certified copies of certain documentation may be required upon registration, as determined by the University.

- Documents that may be requested include the following (depending on the qualification and mode of delivery):

10.3.1 SOUTH AFRICAN APPLICANTS

First-year students

- Only if requested: Identity Document or permanent residence permit;
- Only if requested: Grade 12 certificate or equivalent qualification and/or statement of symbols.

Transfer undergraduate students from other higher education institutions:

- Identity Document or permanent residence permit;
- Senior Certificate or National Senior Certificate or equivalent qualification, only when specifically requested by the college;
- Academic record from the previous higher education institution(s);
- Certificate of conduct, if not included on the academic record; and
- Any additional Faculty/College programme requirements as determined by the Board of College.

First registration for an advanced diploma, applicants who completed their previous qualification at another higher education institution:

Certified copies of:

- Identity Document or permanent residence permit;
- Diploma, degree, advanced diploma, postgraduate diploma, honours or master's certificate;
- Academic record;
- Certificate of conduct, if not included on the academic record; and
- Additional Faculty/College or programme requirements as determined by the Board of College.

10.3.2 INTERNATIONAL APPLICANTS

- Certified copies of:
 - Valid Passport, Asylum Seeker Permit, Refugee Permit, Refugee ID if available or South African ID, if available, in the case of Permanent Residency.
 - Valid Study Visa, Diplomatic Visa, General Work Visa, Critical Skills Visa, Intra-Company Transfer Work Visa, Business Visa, Relative Visa with endorsement to study as a secondary activity or relative visa to accompany a South African citizen or Permanent Resident Permit Holder without endorsement.
 - Proof of a comprehensive Medical Aid cover renewed annually for the period of study with a medical scheme registered in terms of the Medical Schemes Act. The following category of permit holders are exempted from the requirement: Asylum Seekers, Refugees and Permanent Residents. Diplomatic permit holders will be allowed registration with the type of cover provided by the mission they represent within the Republic of South Africa.
- USAF evaluation of school-leaving certificate.
- English proficiency test certificate or proof of English passed at school-leaving level.
- **Conditional registration may be allowed only for international students who are abroad, awaiting their study visa and have proof of application. International students are required to submit the following documents for conditional registration to intadmissions@uj.ac.za:**
 - Completed conditional registration form;
 - Certified copy of passport; and
 - Visa application receipt and medical aid information.

10.3.3 UNAVAILABILITY OF DOCUMENTS

In exceptional cases (excluding international students), where documentation is not available upon registration, conditional registration will be permitted only with the permission of the Registrar, in consultation with the Executive Dean or their designated authority within the faculty and Global Engagement. In these instances, a final submission date for outstanding documents will be set. Failure to submit the required documentation by the specified due dates will result in cancellation of registration, unless permission is granted otherwise.

10.3.4 OMISSION OF MATERIAL INFORMATION AND SUBMISSION OF INCORRECT DOCUMENTATION

The University has the right to cancel or refuse the registration of a student who provided incorrect information and documentation material to an application for admission or who omitted to provide material information or documentation.

10.4 CHANGE OF PERSONAL INFORMATION

- 10.4.1 It is the students' responsibility to update their contact details and other personal details on the Student Portal.
- 10.4.2. Correspondence to students will be addressed to the students' email addresses and cell phone numbers supplied during registration or as changed according to the previous regulation.

10.5 STUDENT ACCESS CARDS

- 10.5.1 Contact students registering for the first time will be issued student access cards after their registration process has been completed. The cards will be activated for the duration of the registration period only. Thereafter, student cards will be reactivated each time a student re-registers.
- 10.5.2 Students must carry their student access cards with them when they are on University premises or accessing University facilities.
- 10.5.3 A valid student access card must be presented to gain admission to campuses, assessment venues, the library, sporting grounds and University locations. A lecturer may request that a student's access card be replaced when a student can no longer be identified or verified. Refer to the Policy on Issuing Access Credentials for the University.

10.6 REGISTRATION FOR THE HIGHER LEVEL OF A MODULE OR QUALIFICATION

Students will be permitted to register for the higher level of a module or qualification only if they have passed the prerequisite modules or qualifications.

10.7 PROGRAMME AND MODULE CHANGES

- 10.7.1 After the official registration period and within the appointed time, students may change their registration only with the permission of the Head of College Administration.
- 10.7.2 Application for module or programme changes must be made according to the University and College Rules on the prescribed form. These changes are subject to adherence to closing dates. (The programme and module change form can be obtained from the CBE College Administration offices – refer to Section A of this document for contact details).

10.8 CLASS ATTENDANCE FOR CONTACT PROGRAMMES

- 10.8.1 Students who are not registered are not allowed to attend classes or take part in any activities (including tutor classes or practicals) or assessments.
- 10.8.2 Students are responsible for attending the required teaching and learning interactions (such as classes, tutorials, and practicals) unless they have a legitimate reason, and where appropriate, the necessary evidence thereof, for being absent.
- 10.8.3 Students might be required at any time to account for irregular class attendance by providing a legitimate and reasonable written explanation and/or relevant evidence to their lecturer.
- 10.8.4 In borderline academic result cases, faculty members may take class attendance into account when making decisions.
- 10.8.5 Students are expected to attend a minimum of 80% of compulsory tutorials. Failure to do so may result in exclusion from exams.
- 10.8.6 Students must adhere to the Faculty Rules and Regulations regarding the compulsory attendance of the academic programme.

CBE.11 PARTICIPATION IN ONLINE DISTANCE (ODE) PROGRAMMES

- 11.1 ODE students are required to participate according to the requirements set out in the module(s). Participation in ODE programmes is measured in the following ways:
- the frequency and duration that the student spends online;
 - the extent of participation in discussions;
 - the timely submission of tasks and assignments; and
 - data gathering allowing for advanced data analytics to foster improved teaching and learning.
- 11.2 Students are required to complete tasks as specified for the module(s) for which they are registered.
- 11.3 Unsatisfactory participation is taken into consideration when decisions are made regarding the academic exclusion of students.

CBE.12 CANCELLATION OF STUDIES OR CERTAIN MODULES

- 12.1 Students cancelling their studies in a particular programme or module should notify the University by submitting the cancellation on the prescribed form and in accordance with the prescribed procedure before the date determined by the University. This form is submitted to the relevant faculty officer for processing. This form can be obtained from the CBE College Administration offices – refer to Section A of this document for the contact details.
- 12.2 Although the University will go to some lengths to identify students who have registered during the registration period but who have not been attending classes, the onus remains on students to notify the University that they wish to cancel their studies. Students who fail to notify the University officially before the prescribed cancellation date will forfeit any claim to the reimbursement of money paid to the University.
- 12.3 Cancellation of semester or year module(s), including continuously evaluated year modules, should be done 21 calendar days before the commencement of the final assessment period. After this deadline, semester or year modules (including continuously evaluated modules) will be regarded as failed. Refer to AR 5.9.1 for the procedure or 12.1 of the CBE rules and regulations.
- 12.4 Upon total cancellation of studies, the rebate on residence fees is calculated according to a sliding scale based on the actual days in residence.
- 12.5 Upon total cancellation of studies or cancellation of certain modules, the rebate on fees is calculated according to the UJ cancellation rules.

- 12.6 Students wishing to cancel must do so in writing to the CBE College Administration. (Please consult the UJ Fees booklet for the exact date of cancellation.)

First semester modules:

- Cancellation on or before 25 February 2026: No fees payable.
- Cancellation on or before 8 April 2026: 50% credit is granted.
- Cancellation after 8 April 2026: No credit is granted.

Second-semester modules:

- Cancellation on or before 29 July 2026: No fees payable.
- Cancellation on or before 2 September 2026: 50% credit is granted.
- Cancellation after: 2 September 2026: No credit is granted.

Year modules:

- Cancellation on or before 25 February 2026: No fees payable.
- Cancellation on or before 8 April 2026: 75% credit is granted.
- Cancellation on or before 29 July 2026: 50% credit is granted.
- Cancellation after 29 July 2026: No credit is granted.

- 12.7 **Online distance students** who cancel their registration before the end of the first week of the module (by midnight of the Sunday evening, South African time) are entitled to a credit of 90% of the module fee. Students who cancel their registration before the end of the second week of the module (by midnight of the Sunday evening, South African time) are entitled to a 50% credit of the module fee. Credit into the student's account will be given automatically. Where a student has settled their full student account and the credit results in an amount due to the student, a refund will be paid on submission of an online application by the student. Students who fail to notify the University officially of the cancellation of a module after the end of the second week are not entitled to any reimbursement or credit of the module fee.
- 12.8 **Procedure for deceased students** - A policy exists on the management of deceased students and employees. The policy provides direction in terms of process and procedures to be followed, including the roles and responsibilities of faculties, divisions and departments in the event of the death of a student. Refer to the Policy on the Management of Deceased Students and Employees for more information.

CBE.13 GRANTING OF MODULE EXEMPTION(S) AND RECOGNITION REQUIREMENTS

- 13.1 Students may receive an exemption (credit) only once for an interchangeable module in any programme at the equivalent NQF level.
- 13.2 Granting of module exemption is dependent on the following criteria: level of module, relevance, qualification, standards, outcome, duration, NQF credits, and/or year in which the module was completed.
- 13.3 Students retain credit or exemption of a passed module for a period of seven years, provided there have been no substantial changes to the curriculum. This provision also applies when modules are presented for credit, renewal, or registration purposes. For exemption purposes, the NQF level of the module completed previously and presented for exemption must be at least the same as the NQF level of the module offered in the qualification for which the exemption is being requested. Exceptions from the cases mentioned above may only be permitted by the Executive Dean in consultation with the HOD and the Registrar.
- 13.4 Students who have temporarily discontinued their studies and who have passed a module whose content has, in the meantime, undergone substantial changes may be refused admission to a module for which this module is a prerequisite. In these instances, students may be required to complete the revised module(s).

- 13.5 Students who have failed a module twice will not be allowed to continue their studies in the same module at the University, except with the permission of the Executive Dean or their delegated authority on recommendation of the relevant HOD after consultation with the lecturer, or on recommendation of the faculty's examination or assessment committee. When a module is failed, a student must repeat the module at the first opportunity when it is offered again.
- 13.6 To progress to the following year of study, students must have passed at least 60% of the modules required in the previous year of study. Students shall still be required to pass all modules required under their programme of study in any subsequent year, should they have failed the module in the preceding year.
- 13.7 Students who have not been promoted to the following year of study for any two years of study will not be permitted to continue with that programme and will be academically excluded, except with the special permission of the Executive Dean or their delegated authority. The Executive Dean or their delegated authority will stipulate conditions for students to continue with their studies.
- 13.8 If students have been granted special permission to continue with studies as determined in AR 6.6 and AR 6.8 (CBE 13.6 and 13.8), the Executive Dean or their delegated authority may refuse continuation of studies if their progress in the first semester is unsatisfactory. Students may also be refused further admission if they continue to perform unsatisfactorily at the end of the relevant academic year and may be academically excluded.
- 13.9 The formal time during which students were registered for a particular programme at another higher education institution, as well as their results at such institution, may be considered in applying AR 6.6, AR 6.8 and AR 6.9 (CBE 13.6, 13.8 and 13.9).
- 13.10 A HOD may, in consultation with the Executive Dean or their delegated authority, in accordance with a list of exemptions approved by the Executive Dean, grant exemption from and/or award a credit for a module where the outcomes of the module is at least an 80% match, to students because they have passed a relevant module at another accredited higher education institution. Applications for exemptions must be submitted during the registration period. Exceptions to the above rule may only be granted by the Executive Dean in consultation with the HOD and, if required, also the Registrar.
- 13.11 Exemption from and/or awarding of credits for modules, as stipulated in AR 6.12 (CBE. 13.10), may not be granted for more than 50% of NQF credits required in an undergraduate programme, unless approved by the Registrar. A faculty may determine rules and regulations in this regard in agreement with the existing Faculty Rules and Regulations, and subject to approval by Senate, for UJ to award the diploma or confer the degree. The Executive Dean or their delegated authority concerned, in consultation with the Registrar, may permit the student (for legitimate reasons) to complete such exit-level module(s) at another HEI in South Africa, or abroad, in accordance with the academic record/transcript concerned.
- 13.12 Only in exceptional circumstances may the Executive Dean or their delegated authority, in consultation with the Registrar, grant exemption from an exit-level or a semester core module that has been passed at another institution or in another programme.
- 13.13 As per the HEQSF, a maximum of 50% of the module credits of a *completed qualification* may be transferred to another qualification, provided that no more than 50% of the module credits required for the second qualification are credits in the completed qualification.

CBE.14 ASSESSMENT

14.1 REQUIREMENTS FOR ALL MODULES

Teaching, learning and assessments take place in accordance with the University's Teaching and Learning Policy, Assessment Policy, and the Policy on Online Distance Education.

Any form of academic misconduct or other disruptive or unacceptable conduct, in relation to any assessment event in any programme, will be dealt with in accordance with the University's Policy on Academic Misconduct, Student Regulations and Disciplinary Regulations, and all other disciplinary codes of the University, and where applicable, in terms of criminal law.

Assessment takes place in accordance with the University's Policy on Assessment and the Policy on Online Distance Education.

Programme-specific assessment regulations are determined by the Faculty Board and approved by the Senate.

14.1.1 SUMMATIVE ASSESSMENT (TRADITIONAL EXAMINATION) – EXCLUDING CONTINUOUS ASSESSMENT

- When a summative assessment opportunity is used as a last assessment (comprehensive) assessment opportunity (excluding continuous assessment modules), a minimum final period/semester or year mark of 40%, submission of a minimum of 80% of all assignments (where applicable and indicated in the learning guide) and attendance of a minimum of 80% of tutorial classes (where applicable and indicated in the learning guide) is required for undergraduate students to gain access to the last summative assessment opportunity. Each assessment opportunity carries a predetermined weight in accordance with the outcomes. The uniqueness of the subject is considered in determining the weighting. This predetermined weighting will be communicated to students in the learning guide of each module.
- The final period/semester/year/module/module mark and the mark of the summative assessment opportunity constitute 50% each towards the calculation of the final mark. Any deviation from this must be approved by the Board of College and will be communicated to the students in the relevant study guides. It is also included with each module in this yearbook. A final mark (FM) of 50% is required to pass the module.
- For all summative assessments (excluding continuous assessment), the calculation criteria for each module will either be 50:50 or 40:60 weighting between the semester mark (SM) and summative assessment (examination mark (EM)) to calculate the final mark (FM).
- A student passes a module with distinction if the final mark (FM) is 75% or more.
- The scheduling of the last assessment opportunities (exam) occurs according to the fixed timetable for the last assessment opportunities (exam). The onus is on the student to complete the last assessment (exam) on the date, at the time and in the venue specified.
- The judgment of the Departmental and/or Faculty/College Assessment Committee is final.

14.1.2 CONTINUOUS ASSESSMENT MODULES

- When a final assessment opportunity is used for continuous assessment, programme-specific requirements, as approved by the Board of College and contained in the College Rules and Regulations, will be adhered to. The number, type, weight and date of assessments, replacement and/or supplementary assessments are pre-set and agreed upon by the assessor and moderator before the beginning of the unit/module or programme. Summative assessments are not limited to written assessments.
- Students pass a continuous assessment module if they obtain a weighted final mark of at least 50% (or more if stipulated by a professional/regulating body).
- A student passes a module with distinction if the final mark (FM) is 75% or more.

14.2 MODULE TYPES FOR ALL QUALIFICATIONS IN CBE

14.2.1 SEMESTER MODULE(S)

A semester module is a module that extends over one semester (approximately 14 academic weeks) as reflected in the academic calendar of a particular year, as approved by Senate.

14.2.2 COUPLET MODULE(S)

- A **“Couplet module”** is a first-semester module followed by the second-semester module, where the content of the second-semester module builds on the content of the first-semester module. A final period/semester mark and a final mark of at least 40% each in the first semester are required for admission to the second-semester module. To pass the couplet, a combined final mark of at least 50% and a final period/semester mark of at least 40% (where applicable) must be obtained in the same year.
- The passing mark of each module is 50%, but a student who did not obtain the required 50% in the first-semester module but obtained for this module a minimum semester mark of 40% and a minimum of 40% in the last assessment opportunity (exam) and a final module mark of at least 40%, will be granted entry to the second-semester module. To obtain credit for both modules, the second-semester module must be passed, and an average of 50% for both modules has to be obtained.
- If a couplet is not passed on the combined marks, the module or modules in which a final mark of at least 50% and final period/semester/module mark of at least 40% have not been obtained must be repeated. If the couplet is not passed as stipulated, credit is retained for the module (if any) in which a final mark of at least 50% and a final period/semester mark of at least 40% have been obtained, and only the other module must be repeated.
- A student who qualifies for a supplementary assessment on a couplet module (FM = 40%) and obtained a last assessment opportunity mark (EM) of at least 40% can choose if he/she want to write the supplementary assessment or retain credit on the original final module mark. Should he/she choose to write the supplementary assessment but fail the module, the highest mark between the original and supplementary assessment marks will be used to retain the credit. A student who qualifies for a supplementary assessment (FM = 40%) but does not have a subminimum EM of at least 40% does not have a choice but must write the supplementary assessment.

14.2.3 SEMESTER MODULE SPREAD OVER A YEAR

- A **“semester module spread over a year”** is equivalent to half the credits of a year module but is presented over a year. For a semester module spread over a year, a minimum half-year mark, also referred to as a progress mark, of 40%, is required (in June) to continue with the module in the second semester. If a student does not meet the minimum requirements, then his/her registration for that module will automatically be cancelled for the second semester.
- To gain access to the last assessment opportunity (exam) the following requirements must be met: a final period/semester/year/module mark of 40%, submission of a minimum of 80% of all assignments (where applicable and indicated in the learning guide) and attendance of a minimum of 80% of tutorial classes (where applicable and indicated in the learning guide).

14.2.4 YEAR MODULE(S)

- A **“year module”** is a module that extends over two semesters (approximately 28 academic weeks) as reflected in the academic calendar of a particular calendar year, as approved by Senate. For a year module, a minimum half-year mark (also referred to as a progress mark) of 40% might be required (in June/July) to continue with the module in the second semester. If a student does not meet this minimum requirement, then his/her registration for that module will automatically be cancelled for the second semester.
- To gain access to the last assessment opportunity (exam) in November, the following requirements must be met: a final period/semester/year/module mark of 40%, submission of a minimum of 80% of

all assignments (where applicable and indicated in the learning guide) and attendance of a minimum of 80% of tutorial classes (where applicable and indicated in the learning guide).

14.3 CALCULATION CRITERIA

Each module has specific calculation criteria which will be applied based on the subject type. Calculation criteria specify how a module will be assessed for the student to pass.

The following are the different subject types and the rules applicable to each one of them. Any additional requirements will be listed with the module purpose and outcomes at the back of the yearbook.

- **Semester Modules (subject type: SH)**

What you need to know:

- **To write your summative assessment:** You need a semester mark of 40%
- **How your final mark is calculated:** Your semester mark (50%) + summative assessment mark (50%) = final mark
- **To pass the module:** You need a minimum of 40% in your summative assessment and a minimum of 50% for your final mark.

If you don't pass the first time:

- **You can get a supplementary summative assessment if:** Your final mark is between 40-49% OR you did not achieve a final mark of 50% but had a semester mark of 60%.
- **For the supplementary summative assessment:** Same rules apply - you need 40% in the supplementary summative assessment, and 50% as your final mark.
- **Important:** Your final mark after a supplementary summative assessment can't go higher than 50% (it is capped at 50%).

- **Year Modules (subject type: JH)**

What you need to know:

- **To continue to the second semester:** You need a half-year/progress mark of 40%.
- **To write your final summative assessment:** You need a final period/year mark of 40%.
- **How your final mark is calculated:** Your final period/year mark (50%) + summative assessment mark (50%) = final mark
- **To pass the module:** You need a minimum of 40% in your summative assessment and a minimum of 50% as your final mark.

If you don't pass the first time:

- **You can get a supplementary summative assessment if:** Your final mark is between 40-49% or you did not achieve a final mark of 50% but had a final period/year mark of 60%.
- **For the supplementary summative assessment:** Same rules apply - you need 40% in the supplementary summative assessment, and 50% as your final mark.
- **Important:** Your final mark after a supplementary summative assessment can't go higher than 50% (it is capped at 50%).

- **Continuous Assessment Modules (Subject type: CE)**

What you need to know:

- **No final summative assessment opportunity:** Your final mark comes entirely from assignments, tests, and projects throughout the semester.
- **To pass:** You need a final mark of 50% from all your continuous assessments.
- **Supplementary work:** Some assessments might offer an opportunity to resubmit work if you get at least 40% originally. This will be communicated at the start of the semester/year.
- **Important:** Any supplementary/resubmission work is capped at 50%.

- **Couplet Modules (Subject type: KK)**

What you need to know:

- **First Semester:**
 - **To write your first summative assessment:** You need a semester mark of 40%.
 - **To continue to the second semester:** You need a mark of 40% for both the summative assessment and the semester.
 - **How your final mark is calculated:** Your semester mark (50%) + summative assessment mark (50%) = final mark.
- **Second Semester:**
 - **To write your summative assessment:** You need a semester mark of 40%.
 - **To receive a credit for both modules:** You must pass the second semester module AND have an average of 50% across both semesters.

If you don't pass the first time:

- **You can get a supplementary summative assessment if:** Your final mark is 40-49% or you did not achieve a final mark of 50% but had a final period/year mark of 60%.
- **For the supplementary summative assessment:** Same rules apply – you need 40% in the supplementary summative assessment, and 50% as your final mark.
- **Important:** Your final mark after a supplementary summative assessment can't go higher than 50% (it is capped at 50%).

14.4 SUPPLEMENTARY SUMMATIVE ASSESSMENT OPPORTUNITIES

14.4.1 TRADITIONAL ASSESSMENT

- Supplementary summative assessment opportunities are automatically granted to a student for those modules where:
 - the student failed a module but obtained a final mark of at least 40%; or
 - the student failed the module but obtained a final period/semester/year/module mark of at least 60%.
- Supplementary summative assessment opportunities for advanced diploma modules are granted by the programme manager, in consultation with the Head of Department, and the assessors.
- The scheduling of supplementary summative assessment opportunities occurs according to the fixed timetable for supplementary summative assessment opportunities. The onus is on the student to complete the supplementary summative assessment on the date, at the time and in the venue specified.
- The supplementary summative assessment opportunity is based on all the outcomes of the specific module, and the duration must be the same as that of the last assessment opportunity, except in the case of an oral assessment.
- When a supplementary summative assessment is written, the final period/semester/year/module mark is considered when calculating the final mark for the module. Any deviation from this must be approved by the Board of College.
- When a supplementary summative assessment is written, the final mark is capped at 50%. This rule does not apply to continuous assessment modules.
- Students are personally responsible for ascertaining whether they qualify for a supplementary summative assessment opportunity and for acquainting themselves with the details of the timetable and venue.
- Students' entitlement to a supplementary summative assessment opportunity lapses if they fail to use the opportunity in the relevant semester.
- Students may not be granted another supplementary summative assessment opportunity if they have used and failed a previous one. Except if the Executive Dean of the College in which the qualification resides and in consultation with the Executive Dean of the Faculty/College in which the particular modules reside, waive one or more of the conditions under bullet point 1 of 14.4.1.

14.4.2 CONTINUOUS ASSESSMENT

Supplementary summative assessment opportunities for continuous assessment modules are scheduled as part of the assessment plan for a particular module. The following applies:

- A minimum of 40% final mark (FM) in the predetermined assessment is required to gain access to a supplementary assessment.
- Supplementary assessments are limited to a minimum of one scheduled assessment per semester module, or two scheduled assessments per year module, or according to each Faculty/College's internal assessment policy; and
- When a supplementary summative assessment is written, the final mark is capped at 50%.

14.5 SPECIAL SUMMATIVE ASSESSMENT OPPORTUNITIES

14.5.1 Special summative assessment opportunities are considered by the Faculty/College in which the programme/qualification resides, for students who, in the event of illness, for compassionate reasons, on religious grounds or for similar legitimate reasons, were prevented from attending an assessment opportunity. Students may be granted a special assessment opportunity if they apply for it within seven calendar days after the original date of the relevant assessment opportunity. The Executive Dean or the Vice Dean, in consultation with the relevant Head of Department, considers all applications and decides whether to grant the special assessment opportunity.

Valid reasons include the following:

- (i) acceptable medical certificates; or
- (ii) prior application (with confirmation from the Sports Bureau or Cultural Office) for participating in provincial, national or international sports or cultural events; or
- (iii) compassionate reasons such as the death or serious illness of a close family member or friend (documentary evidence is required and must be submitted); or
- (iv) prior application in respect of assessments conducted on dates and times that clash with religious obligations as certified by the responsible authorities of the religion indicated on the particular "students" registration form for that particular year; or
- (v) other excuses deemed acceptable by the Executive Dean in consultation with the Head of Department.

14.5.2 The special supplementary summative assessment opportunity is based on all the outcomes of the specific module, and the duration must be the same as that of the last assessment opportunity, except in the case of an oral assessment.

14.5.3 The Board of College determines the procedure for and manner of such application in accordance with University procedure. The application procedure must be contained in a relevant programme-specific information or learning guide.

14.5.4 The scheduling of special summative assessment opportunities occurs according to the fixed timetable for supplementary summative assessment opportunities. The onus is on the student to ascertain whether they qualify for a special summative assessment opportunity and to complete the special summative assessment on the date, at the time and in the venue specified.

14.5.5 Students' entitlement to a special summative assessment opportunity lapses if they fail to use the opportunity in the relevant semester.

14.5.6 No capping of a final mark is applicable in the case of a special summative assessment opportunity.

14.6 SPECIAL SUPPLEMENTARY SUMMATIVE ASSESSMENT OPPORTUNITIES

14.6.1 The Assessment Committee or a senior administrative officer in which the qualification resides may grant a student a special supplementary assessment opportunity (exam) if the student requires not more than the equivalent of two semester modules or one year module for the completion of the relevant qualification, provided that the student:

- (i) was registered for the relevant module in the current academic year; and

- (ii) was admitted to, and participated in the last assessment opportunity (exam) in the relevant module; and
- (iii) has complied with all the experiential or practical requirements prescribed for the qualification (where applicable); and
- (iv) was not granted a supplementary last assessment opportunity (exam) in the relevant module during the current academic year.

- 14.6.2 The Executive Dean where the qualification resides may, in exceptional circumstances and in consultation with the Executive Dean where the particular modules reside, waive one or more of the conditions specified in (iii) or (iv).
- 14.6.3 The scheduling of a special supplementary summative assessment opportunity occurs according to the fixed timetable for special supplementary summative assessment opportunities. The onus is on the student to ascertain whether they qualify for a special supplementary summative assessment opportunity and to complete the supplementary summative assessment on the date, at the time and in the venue specified.
- 14.6.4 The special supplementary summative assessment opportunity is based on all the outcomes of the specific module, and the duration must be the same as that of the last assessment opportunity, except in the case of an oral assessment.
- 14.6.5 When a special supplementary summative assessment is written, the final period/semester/year/module mark is considered when calculating the final mark for the module. Any deviation from this must be approved by the Board of College.
- 14.6.6 No capping of a final mark is applicable in the case of a special summative assessment opportunity.
- 14.6.7 Students' entitlement to a special supplementary summative assessment opportunity lapses if they fail to use the opportunity in the relevant semester.

14.7 APPEAL OF FINAL MARKS

- 14.7.1 After the final mark for a module has been published, students who wish to dispute their marks may apply to the lecturer for an explanation of the mark awarded in the cases where:
- (i) the student has failed the module with an FM of at least 40%; or
 - (ii) the last summative assessment (examination) mark is at least 15% lower than their module mark; or
 - (iii) a module was passed without distinction, but either the module mark (i.e. semester or year mark) or the last summative assessment (examination) mark was a distinction mark.
- 14.7.2 Requests for the explanation of the award of final marks in the final summative assessment opportunity, as indicated in point 1 above, must be made within 10 days after classes commenced for the second semester for first semester assessments. In the case of a second-semester assessment opportunity, requests must be made three days before the commencement of classes the following year. No assessment material (for example, answer scripts or portfolios) or copies of it may be provided to students after such explanatory discussion, if such material would not otherwise have been returned to the student.
- 14.7.3 If, after the explanation has been provided as described in point 14.7.2 above, students are still dissatisfied with the award of marks, they may appeal to the Executive Dean or his/her delegated authority, who may, at their own discretion, decide to appoint an external arbiter to re-assess the final and/or last summative assessment. A fee, as determined by the University, is payable for the assessment by arbitration.
- 14.7.4 The fee is refunded if the arbiter alters results from a fail to a pass or from a pass without distinction to a pass with distinction. In all other cases, the fee is forfeited to the University.

- 14.7.5 Students registered for ODE programmes who want to appeal their results must follow the prescribed administrative procedure by submitting their motivation according to faculty guidelines and procedures and in accordance with UJ policies (enquire from the CBE College Administration regarding these procedures).

14.8 EXPLANATION OF GLOBAL RESULT CODES

After completion of the last assessment opportunity (exam) session, students will receive a global result code regarding the overall performance for the semester/year. The following table explains the result codes given to students after the last summative assessment (exam).

CODE	MEANING
1F	APPEAL SUCCESSFUL SEMESTER 1 (UNDERGRADUATE) An undergraduate student was awarded an F7 (academic exclusion), appealed the exclusion, and the appeal was successful. The student can continue with studies in semester 1. Such a student cannot cancel any of the registered modules and must pass all modules in the middle of the year.
3F	APPEAL UNSUCCESSFUL SEMESTER 1 (UNDERGRADUATE) An undergraduate student was awarded an F7 (academic exclusion), appealed the exclusion, and the appeal was unsuccessful. The student cannot continue with studies. A student can only appeal once.
4F	APPEAL SUCCESSFUL SEMESTER 2 (UNDERGRADUATE) An undergraduate student was awarded a BF (academic exclusion), appealed the exclusion, and the appeal was successful. The student can continue with studies in semester 2. Such a student cannot cancel any of the modules registered for and has to pass all modules at the end of the year.
5F	APPEAL UNSUCCESSFUL SEMESTER 2 (UNDERGRADUATE) An undergraduate student was awarded a BF (academic exclusion), appealed the exclusion, and the appeal was unsuccessful . The student cannot continue with studies. A student can only appeal once.
BF	NO RE-ADMISSION SEMESTER 2 (UNDERGRADUATE) Undergraduate students – the student is academically excluded from the Faculty/College due to poor academic performance in semester 1. (The student can appeal for an academic exclusion once.)
E1	PROCEED: PASS ALL MODULES NOV (UNDERGRADUATE) Warning to undergraduate students - allocated at the end of the first semester to a student whose academic progress was not satisfactory. The student is warned that all modules the student is registered for in the second semester must be passed or the student might face academic exclusion at the end of the year.
E2	PROCEED: PASS ALL MODULES JUNE (UNDERGRADUATE) Warning to undergraduate students - Allocated at the end of the second semester to a student whose academic progress was not satisfactory. The student is warned that all modules the student is registered for in the first semester of the next year must be passed, or the student might face academic exclusion in the middle of the year.
F7	NO RE-ADMISSION SEMESTER 1 (UNDERGRADUATE) Undergraduate students are academically excluded from the Faculty/College due to poor academic performance in semester 2. (The student can appeal for an academic exclusion once).
FT	RESULTS NOT FINALISED A decision regarding the allocation of a qualification result code could not be made due to outstanding results.
L1	CONTINUATION DETERMINED NOV The decision whether a student should be refused continuation of studies cannot be finalised at the end of the first semester and will be determined at the end of the second semester.
L2	CONDITIONS NOT MET – NO READMISSION When a student appeals an academic exclusion, and the appeal is successful, there are conditions that the student has to meet, such as that the student must pass all modules registered for in the next semester, and the student is not allowed to cancel any modules. If the student did not meet these conditions, an L2 will be allocated, and the student will be excluded academically. The student cannot appeal again.

CODE	MEANING
L3	FAILED MODULE TWICE Warning: A module that failed twice cannot be registered for again. In terms of the Academic Regulation, the Executive Dean may grant the student another opportunity to register for and pass the module, but no further concessions will be considered.
P0	ALL REQUIREMENTS MET: PENDING UNIVERSITY OF SOUTH AFRICA CERTIFICATE The code is allocated when a student qualifies to graduate, has a HESA/Universities South Africa exemption, but the HESA/Universities South Africa complete exemption certificate was not submitted to UJ. The student cannot graduate until UJ receives the complete exemption certificate.
P4	PROMOTED The student is promoted to the next year of studies for the same qualification and may register for modules of the next study year.
P5	CONTINUE STUDIES Being awarded in the middle of the year means the student can proceed with studies in the second semester. Awarded at the end of the year means the student may re-register the next year for the same qualification, only for the modules failed in the previous year. The student can contact the College office for the possible addition of modules.
P6	DEGREE/DIPL/CERT COND SSA EXAMS The student has a supplementary assessment(s), and if the student passes the supplementary assessment(s) they will graduate.
P7	OBTAINED DEGREE/DIP/CERT The student has completed the qualification and will graduate.
P8	DEGREE/DIP/CERT WITH DISTINCTION The student has completed the qualification and will graduate with distinction.
PH	POTENTIAL GRADUANDUS The Faculty/College has identified the student as a potential graduate and just needs to do the final checks and balances before allocating the P7 or P8.
R1	RE-ADMISSION DEPENDS ON SUPPL Re-admission to the following year depends on the results of the January / February supplementary or special assessments. If, for example, the student does not pass the supplementary or special assessment, a F7 (UG) or 7F (PG) (academic exclusion) might be allocated.
R2	CONTINUATION DEPENDING ON SSA Continuation in the following semester depends on the results of the July Supplementary, special or aegrotat assessments. If, for example, the student does not pass an allocated supplementary assessment, a DF (academic exclusion code) might be allocated.
SV	APPOINTMENT WITH HOD REGARDING CONTINUATION OF STUDIES Contact the Department regarding the continuation of your studies before 25 January for the first semester and 25 July in the second semester. Students should also ensure that they pass all modules registered for in the next assessment cycle to prevent being academically excluded due to poor academic progress.
WD	WELL, DONE To congratulate students who passed all modules well.

14.9 APPEALS AGAINST AN ACADEMIC EXCLUSION (BF and DF – AFTER SEMESTER 1) (F7 and 7F – AFTER SEMESTER 2)

- 14.9.1 Students from the College of Business and Economics may appeal against their academic discontinuation **once** [i.e. receiving an F7 (undergraduate) at the end of the year, or a BF (undergraduate) in the middle of the year] online on the UJ website. Specific dates when a submission could be made will be publicised by the CBE to facilitate the appeals process.
- 14.9.2 Applicants who want to appeal must follow the prescribed procedure by submitting their motivation and supporting documents online via the UJ website during the prescribed submission period according to Faculty/College guidelines and in accordance with UJ policies. Failure to do so within the prescribed submission period may result in the opportunity lapsing (enquire at the CBE College Administration regarding this procedure)
- 14.9.3 In cases where students have been academically excluded and granted a supplementary assessment opportunity, the student will be required to apply to appeal the academic exclusion. A

student who has been academically excluded and granted a supplementary examination may write the supplementary examination and should not expect that the academic exclusion will be lifted if the examination is passed.

- 14.9.4 The College's Appeals Committee will consider the appeals and may refuse or allow readmission. The decision is made by the College Appeals Committee and not by an individual; therefore, the decision is final, and an appeal upon an appeal cannot be lodged.
- 14.9.5 If a student is readmitted, the student must take up studies directly afterwards. A student cannot take a gap year after a successful appeal before commencing with studies.
- 14.9.6 Students will be notified of the outcome of the appeal via SMS, therefore, students should ensure that their most recent contact details are on the UJ system.
- 14.9.7 Students who transfer to another Faculty/College retain their academic record related to their previous registration for any other programme/s.
- 14.9.8 When a Faculty/College Appeals Committee allows re-admission under circumstances where a student had submitted incorrect information and documentation material to an appeal or had omitted to provide information or documentation material to an appeal, the Faculty/College Appeals Committee may reverse its decision, and the registration of the student may be cancelled.

14.10 STUDENTS WITH DISABILITIES

- 14.10.1 Students wishing to apply special assessment conditions based on the grounds of a disability must do so in accordance with the procedure prescribed in the University's Policy on People with Disabilities.
- 14.10.2 Students should apply, together with reports supporting the request, from a Registered Health Professional to the Disability Unit at the beginning of every semester/year as applicable. The request should clearly specify the needs and concessions requested, including concession recommendations from a Registered Health Professional. These applications will be submitted to the UJ Concessions Committee. After consideration, the Disability Unit will refer the request, together with a recommendation, to the respective student, who will discuss it with their lecturer to support the concession.
- 14.10.3 The confidential nature of information regarding a disability will always be honoured. The disability information of the student shall only be used by the University for a specific purpose and to the extent required for the student to undertake their studies. The information will only be revealed to any third party with students' written consent or, where applicable, that of their parents or guardians.

CBE.14.11 RECOGNITION OF PRIOR LEARNING (RPL)

- 14.11.1 Assessment for RPL is governed by the University's Policy on RPL in terms of the following principles:
 - (i) Current competence is more important than learning history. Relevant learning is valued, irrespective of where, when, or how it occurred;
 - (ii) Applicants have to demonstrate competence (proven learning);
 - (iii) The standards by which students are assessed for prior learning are determined by Board of College, approved by Senate, and contained in the College rules and regulations;
 - (iv) Each assessment of prior learning is individual-based;
 - (v) RPL assessment is conducted by the lecturer responsible for that particular module or programme, or by the RPL Committee of the College if RPL affects the whole programme; and
 - (vi) A variety of assessment methods are used, including a formal summative assessment opportunity similar to the summative assessment opportunity that is required of students in the particular module or programme.

CBE.14.12 WORK INTEGRATED EDUCATION (WIE) OR SERVICE LEARNING

- 14.12.1 Assessment in modules and programmes that require work-integrated education or in-service learning:
- (i) must meet the requirements of the relevant industry, place of work, statutory professional bodies and/or the needs of the community (where applicable);
 - (ii) must include the abilities (assessment of knowledge, skills, values and attitudes) necessary to function in the particular workplace or context that is contained in the outcomes and assessment criteria;
 - (iii) may include co-assessors who should be familiar with the module or programme outcomes and assessment criteria, the assessment methods, recording procedures, additional learning support, etc., and
 - (iv) requires clear communication with students, the workplace or community and co-assessors on assessment matters, including the contribution that the work-integrated, or service-learning component, makes to students' progression each year.
- 14.12.2 Programme-specific requirements in this regard are addressed in the College Assessment Policy as well as in the Work Integrated Education Policy.

CBE.15 OBTAINING A QUALIFICATION

- 15.1 Students obtain a qualification if they have passed every prescribed module and have successfully completed work-integrated education/learning, where applicable. It is a student's responsibility to ensure that they comply with all the requirements for a qualification.
- 15.2 Students have to complete one of the following two modules: **African Insights (AFRINY1) or Artificial Intelligence in the 4IR (AI4IR00)**. Completing one of the two modules is compulsory for all first-year undergraduate students of the University of Johannesburg. A student's academic record will reflect the successful completion of the chosen module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights and Artificial Intelligence in the 4IR are fully online modules that are offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this module is required to be able to graduate.**
- 15.3 Students will not be allowed to obtain a qualification if they have pending disciplinary matters against them. A qualification is awarded or conferred with distinction if the requirements stipulated in AR 9.6.5 to 9.6.8 are met as applicable to the particular qualification.
- 15.4 No rounding (up or down) should be done during the calculation process. The rounding of marks should only be done once all calculations are finalised in accordance with decisions made by the Faculty Assessment Committee or similar.

15.5 REQUIREMENTS FOR AWARDING OR CONFERRING A QUALIFICATION WITH DISTINCTION

- 15.5.1 Students must complete an undergraduate programme (diploma or degree, including extended programmes) in the minimum period of study specified for the programme, unless the Executive Dean has approved a longer period of study for legitimate reasons.
- 15.5.2 Students must complete an advanced diploma within one year if registered full-time and within two years if registered part-time.
- 15.5.3 Students must achieve a weighted and/or proportional calculated average final mark for an undergraduate qualification of at least 75% as determined by the Faculty/College Board, approved by Senate.
- 15.5.4 Students must achieve an average final mark for an advanced diploma of at least 75%, calculated by weighting the final marks for all the modules comprising the qualification in accordance with the NQF credit values allocated to the modules.
- 15.1.5 Decimal marks may be rounded upwards or downwards in accordance with the decision taken by the College Assessment Committee concerned.

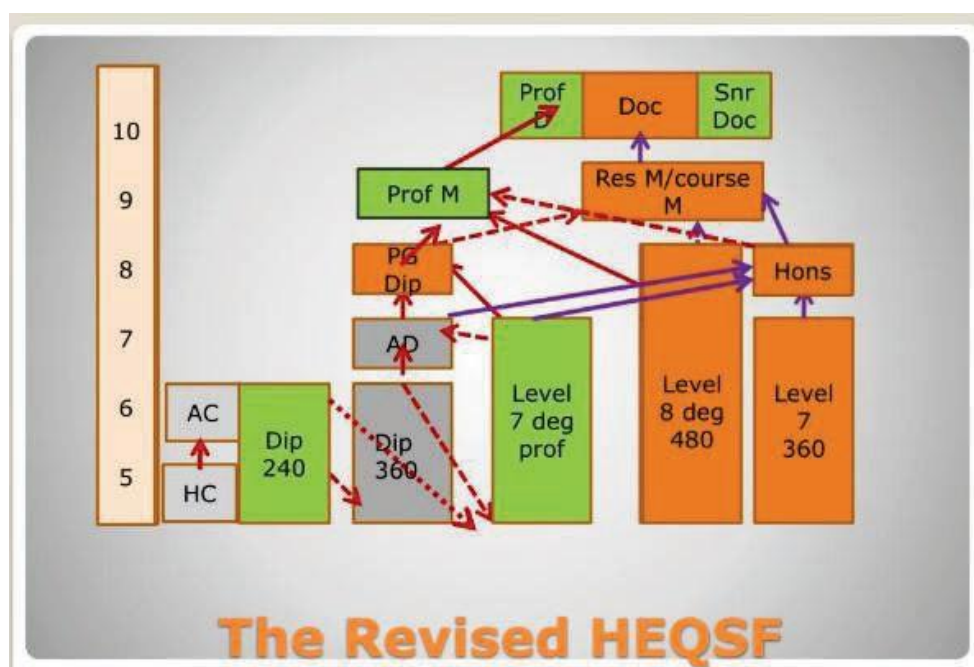
- 15.5.6 A student must never have failed a module as a first attempt in the relevant programme.
- 15.5.7 A student must have obtained a minimum mark of 65% in every prescribed module at NQF level 6 for Diplomas, NQF level 7 for Advanced Diplomas and Bachelor Degrees, NQF level 8 for Bachelor Degrees (4 years).
- 15.5.8 Students must have been registered for the full curriculum as prescribed for each academic year on a full-time or part-time basis.
- 15.5.9 If students are transferred from another Higher Education Institution in the same qualification to UJ, the same requirements as stated shall apply, subject to the necessary changes having been made.
- 15.5.10 If students change programmes within the UJ, only the modules related to the new programme will be taken into consideration in calculating whether the qualification is obtained with distinction.
- 15.5.11 When determining the weighted average mark, the weighting for equivalent undergraduate semester modules is as follows:
- A first-year module 1
 - A second-year module 2
 - A third-year module 3
- 15.5.12 The weight is linked to a module and year level and is independent of the year of study.
- 15.5.13 To establish if a student enrolled for an extended diploma or extended degree and passed a qualification with distinction, only the results for years 2, 3 and 4 are used.
- 15.5.14 In the case where there is WIE involved, the work-integrated module should not be used in the calculation if the module is not DHET subsidised.

CBE.16 NQF LEVELS OF QUALIFICATIONS

NQF LEVELS (National Qualifications Framework) as of 2009, unless indicated otherwise.

NQF LEVEL 6	Diplomas, including extended diplomas
NQF LEVEL 7	Advanced Diploma
NQF LEVEL 7	Baccalaureus Technologies (BTech) Bachelor of Commerce (BCom), including extended degrees Bachelor of Arts (BA) degrees Bachelor degrees
NQF LEVEL 8	Postgraduate Diploma
NQF LEVEL 8	Bachelor of Commerce Honours (BComHons) Bachelor of Arts Honours (BAHons) Bachelor of Honours degree Master Technologies (MTech)
NQF LEVEL 9	Master of Arts (MA) Master of Commerce (MCom) Master of Philosophy (MPhil)
NQF LEVEL 10	Doctor of Philosophy (PhD)

The articulation and progression between the NQF levels can be illustrated as follows:



CBE.17 UNDERGRADUATE QUALIFICATIONS OFFERED IN THE COLLEGE OF BUSINESS AND ECONOMICS

EXTENDED DIPLOMAS			
Extended Diplomas are offered full-time at the APB campus. Extended Diplomas marked with a * are offered full-time at SWC campus. (Subject to a minimum student intake).			
QUALIFICATION NAME	CODE	OFFERED BY	PAGE
Extended Dip (Logistics)	D34LEQ	School of Management	66
Extended Dip (People Management)	D34PEQ	School of Management	68
Extended Dip (Small Business Management) *	D34SEQ	School of Management	70
Extended Dip (Transportation Management)	D34TEQ	School of Management	72

DIPLOMAS			
Diplomas are offered full-time at the APB campus. Diplomas marked with a * are offered full-time at the SWC campus. (Subject to a minimum student intake)			
QUALIFICATION NAME	CODE	OFFERED BY	PAGE
Accountancy *	D3A15Q	School of Accounting	76
Business Information Technology	DI1401	School of Consumer Intelligence and Information Systems	78
Financial Services Operations *	D34F9Q	School of Management	79
Food and Beverage Operations	D34FBQ	School of Tourism and Hospitality	81
Logistics	D34LGQ	School of Management	84
Marketing	D34MKQ	School of Consumer Intelligence and Information Systems	86
People Management	D34P2Q	School of Management	88
Retail Business Management	D34RMQ	School of Consumer Intelligence and Information Systems	91
Small Business Management *	D34SBQ	School of Management	93

Tourism Management	D34TMQ	School of Tourism and Hospitality	95
Transportation Management	D34TRQ	School of Management	96

ADVANCED DIPLOMAS

Advanced Diplomas are offered full-time at the **APK** campus.

Advanced Diplomas marked with a * are offered full-time or part-time at the **APB** campus.

(Subject to a minimum student intake)

QUALIFICATION NAME	CODE	OFFERED BY	PAGE
Accountancy	ADIA01	School of Accounting	104
Business Information Technology*	A1BITQ	School of Consumer Intelligence and Information Systems	105
Business Management	A34BMQ	School of Management	106
Financial Management	ADFM01	School of Accounting	107
Financial Markets	A3F17Q	School of Management	108
Financial Markets (Fully Online)	A34FMP	School of Management	108
Hospitality Management*	A34HMQ	School of Tourism and Hospitality	110
Logistics	A34LGQ	School of Management	111
Logistics (Fully online)	A34LOP	School of Management	112
Management*	A34MGQ	School of Management	114
Marketing*	A34MMQ	School of Consumer Intelligence and Information Systems	114
People Performance Management	A34PPQ	School of Management	116
Real Estate (Fully online)	A34RAO	School of Management	117
Retailing*	A1DREQ	School of Consumer Intelligence and Information Systems	118
Tourism Management *	A34TRQ	School of Tourism and Hospitality	120
Transportation Management	A34TMQ	School of Management	121
Transportation Management (Fully Online)	A34TRP	School of Management	122

EXTENDED BACHELOR OF COMMERCE (BCom) DEGREE PROGRAMMES

Extended BCom degrees are offered full-time at the **APK** campus.

(Subject to a minimum student intake).

QUALIFICATION NAME	CODE	OFFERED BY	PAGE
Extended BCom (Accounting)	B34AEQ	School of Accounting	128
Extended BCom (Business Management)	B34BEQ	School of Management	130
Extended BCom (Economics and Econometrics)	B3NE4Q	School of Economics	132
Extended BCom (Finance)	B34FEQ	School of Management	135

BACHELOR OF ARTS (BA) DEGREE PROGRAMMES

BA degrees are offered full-time at the **APK** campus.

BA degrees marked with * are offered full-time at the **SWC** campus.

(Subject to a minimum student intake)

QUALIFICATION NAME	CODE	OFFERED BY	PAGE
BA (Public Management and Governance)	B34PKQ	School of Public Management, Governance and Public Policy	138
BA (Public Management and Governance) *	B34PSQ	School of Public Management, Governance and Public Policy	139

BACHELOR OF COMMERCE (BCom) DEGREE PROGRAMMES

BCom degrees are offered full-time at the **APK** campus.
 BCom degrees marked with * are offered at the **SWC** campus.
 BCom degrees marked with ** are offered at the **APB** campus.
 (Subject to a minimum student intake).

QUALIFICATION NAME	CODE	OFFERED BY	PAGE
BCom (Accounting)	B34A5Q	School of Accounting	142
BCom (Accountancy) (Fully online)	B34ACP	School of Accounting	144
BCom (Business Management) *	B34BMQ	School of Management	147
BCom (Economics and Econometrics)	B3N14Q	School of Economics	148
BCom (Entrepreneurial Management)	B1CEMQ	School of Management	149
BCom (Finance)	B34F5Q	School of Management	151
BCom (Industrial Psychology)	B34IPQ	School of Management	154
BCom (Information Management)	B34IMQ	School of Consumer Intelligence and Information Systems	156
BCom (Information Systems) *	B1CISQ	School of Consumer Intelligence and Information Systems	158
BCom (Marketing Management)	B1CMMQ	School of Consumer Intelligence and Information Systems	159
BCom (Transport and Logistics Management)	B34TLQ	School of Management	161

BACHELOR'S DEGREE PROGRAMMES

BCom degrees are offered full-time at the **APK** campus.
 BCom degrees marked with * are offered at the **APB** campus.
 (Subject to a minimum student intake).

QUALIFICATION NAME	CODE	OFFERED BY	PAGE
Bachelor of Accounting (CA Route)	B34CAQ	School of Accounting	163
Bachelor of Hospitality Management *	B34HNQ	School of Tourism and Hospitality	165
Bachelor of Human Resource Management	B34HRQ	School of Management	166
Bachelor of Human Resource Management (Fully online)	B34HRP	School of Management	168
Bachelor of Tourism Development and Management *	B34TDQ	School of Tourism and Hospitality	170

SECTION C: UNDERGRADUATE PROGRAMMES OFFERED IN THE COLLEGE OF BUSINESS AND ECONOMICS

CBE.18 EXTENDED DIPLOMA PROGRAMMES

The College of Economics and Business offers the following:

- Logistics (D34LEQ)
- People Management (D34PEQ)
- Small Business Management* (D34SEQ)
- Transportation Management (D34TEQ)

Extended Diplomas are offered full-time at the **APB** campus.
 Extended Diplomas marked with a * are offered full-time at the **SWC** campus.
 (Subject to a minimum student intake).

CLOSING DATE FOR APPLICATIONS

Last Friday in September at 12:00 for study in the following year.

PROMOTION REQUIREMENTS

All students in the first year of the extended programmes must pass all modules to be promoted to the second year of their respective programmes.

Students must complete ONE of the following TWO online elective modules to graduate:

The Department of Finance and Investment, which has identified the need to create and present an NSP in Financial Literacy, was approached by CAT and the VC to collaborate on an online financial literacy programme. Financial Literacy is a focus area in the Department of Finance and Investment Management. As a department, we would like to enrich and equip the UJ community with the skills needed to manage money and make sound financial decisions.

This project will form part of the department's community engagement projects through skills transfer. The NSP will assist an individual in understanding basic financial concepts and teach them how to effectively use various financial skills to make informed, sound financial decisions.

The development of the NSP is in collaboration with the senior director and director of the Centre for Academic Technologies (CAT). This NSP will use a blended approach – using the online content developed by CAT but will include face-to-face workshops. The department will provide the content, and staff from CAT will attend to the online development. Staff from the DFIM will then run and facilitate the face-to-face workshops.

(1) African Insights (AFRINY1) is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study.

(2) Artificial Intelligence in the 4IR (AI4IR00) is an online elective module for all first-year undergraduate students at the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study.

The completion of this online module is highly recommended; however, not required to graduate:

Personal Development Programme (S3PAO14) is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completion of this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulting 101. All student support will take place online. A student can enrol and complete the online module at any time during the first year of study. The completion of this online module is highly recommended; however, it is **not required to graduate**.

CBE.19 EXTENDED DIPLOMA (LOGISTICS)

(D34LEQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 454

PURPOSE

The purpose of the diploma is to equip the students with the skills and knowledge needed to develop, evaluate, and implement logistic principles in the supply chain environment; The Diploma will produce graduates with intellectual competencies and practical skills needed to manage logistic decisions in line with contemporary and future business and social needs, in keeping with national and global statutory, ethical and sustainable considerations.

CURRICULUM

FIRST YEAR		
YEAR MODULES		
MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BME0YA1	12
Business Management 1B	BME0YB1	12
End-user computing 1A	ECE0YA1	16
Fundamental Research Practice (Management)	FRP10Y1	16
Fundamentals of Business Mathematics	FBM10Y1	16
Logistics 1A	LOG1AY0	16
Procurement 2A	PRC2AY0	16
Workplace Preparation Management	WPP1YR1	16
	8 Year modules	120 Credits

SECOND YEAR					
YEAR MODULES					
MODULE NAME		MODULE CODE		NQF CREDITS	
Logistics 1B		LOG1BY0		16	
Procurement 2B		PRC2BY0		16	
		2 Year modules		32 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business and Administrative Communication 1A	BBA1AA1	16	Business and Administrative Communication 1B	BBA1BB1	16
Employment Relations 1A	EMR01A1	16	Employment Relations 1B	EMR01B1	16
			End-user Computing 1B	EUC01B1	16
	2 Semester Modules	32 Credits		3 Semester Modules	48 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
Logistics 2A	LOG02A2	16	Logistics 2B	LOG02B2	16
	3 Semester Modules	47 Credits		3 Semester Modules	47 Credits

FOURTH YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Data Analysis Logistics 3A	DAL03A3	16	Data Analysis Logistics 3A	DAL03B3	16
Logistics 3A	LOG03A3	16	Logistics 3B	LOG03B3	16
Procurement 3A	PRC03A3	16	Procurement 3B	PRC03B3	16
Warehousing 3A	WRH03A3	16	Warehousing 3B	WRH03B3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

PROMOTION REQUIREMENTS

Students will only be promoted:

- To the second year of study, if they have passed all the Extended Logistics modules in the first year.
- Should a student fail a module, that module must be repeated.
- If the student fails two or more modules at the end of the year, he or she will not be able to register again for the extended diploma.

CBE.20 EXTENDED DIPLOMA (PEOPLE MANAGEMENT)

(D34PEQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 442 or 444*

PURPOSE

The purpose of the Extended Diploma (People Management) is to provide a foundation of basic concepts and content that helps to foster advanced learning and also to equip students with an in-depth grounding in People Management knowledge, theory, principles and skills so that they may contribute to the multi-functional, multinational public and business sectors, confidently executing analytical, interpretive, strategic and integrative skills relating to people management.

CURRICULUM

FIRST YEAR		
YEAR MODULES		
MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BME0YA1	12
End-user Computing 1A	ECE0YA1	16
Fundamental Research Practice Management (Ext)	FRP10Y1	16
Fundamentals of Business Mathematics	FBM10Y1	16
People Management Perspectives 1A	PMP0YA1	12
Workplace Preparation Management (Ext)	WPP1YR1	16
	6 Year Modules	88 Credits

SECOND YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE	NQF CREDITS	
Business Management 1B			BME0YB1	12	
People Management Perspectives 1B			PMP0YB1	12	
			2 Year Modules	24 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Law 1A	BUS41A1	15	End-User Computing 1B	EUC01B1	16
Electives – choose ONE of the following:			Electives – choose ONE of the following that follows in your 1 st semester elective:		
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Quantitative Techniques A	STAQ1A1	16	Quantitative Techniques B	STAQ1B1	16
	2 Semester modules	31 or 32 Credits**		3 Semester modules	31 or 32 Credits**

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
People Management Perspectives 2A	PMP02A2	12	People Management Perspectives 2B	PMP02B2	12
Labour Law 1A	LLA41A1	16	Labour Law 1B	LLA41B1	16
Training and Development Practices 2A	TDP02A2	12	Training and Development Practices 2B	TDP02B2	12
English 1C	ENG0CA1	16	Employment Relations Legislative Framework	ERL02B2	12
	5 Semester Modules	72 Credits		5 Semester Modules	68 Credits

FOURTH YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA03A3	16	Business Management 3B	BMA03B3	16
Employment Relations Collective Bargaining	ERC33A3	12	Employment Relations Dispute Resolution	ERD33B3	12
People Management Perspectives 3A	PMP03A3	12	People Management Perspectives 3B	PMP03B3	12
Training and Development Practices 3A	TDP03A3	12	Training and Development Practices 3B	TDP03B3	12
Introduction to Payroll	ITP33A3	12	People Management in Practice	PMI33B3	12
	5 Semester Modules	64 Credits		5 Semester Modules	64 Credits

* Total credits will vary depending on the electives chosen.

PROMOTION REQUIREMENTS:

- Students will only be promoted to the second year of study if they have passed all the Extended Diplomas (People Management) modules of the first year.
- Should a student fail a module, that module must be repeated.
- If the student fails two or more modules at the end of the year, he or she will not be able to register again for the extended diploma.

CBE.21 EXTENDED DIPLOMA (SMALL BUSINESS MANAGEMENT) (D34SEQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 434

ADMISSION REQUIREMENTS

Additional information:

It is recommended that applicants to this qualification show a desire to start their own business and to become an entrepreneur.

PURPOSE

The purpose of the Extended Diploma in Small Business Management is to provide students with the required knowledge, skills, and ability to start, grow, innovate, and sustain a profit as a shared value business venture that realises sustainability in compliance with global environmental, economic, and social governance requirements within South Africa and the broader African context.

Employment Relations 1A	EMR01A1	16	Employment Relations 1B	EMR01B1	16
			End-user Computing 1B	EUC01B1	16
	2 Semester Modules	32 Credits		3 Semester Modules	48 Credits

THIRD YEAR					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
Transportation 2A	TRA02A2	16	Transportation 2B	TRA02B2	16
	3 Semester Modules	47 Credits		3 Semester Modules	47 Credits

PROMOTION REQUIREMENTS:

Students will only be promoted:

- To the second year of study if they have passed all the of Extended Transportation Management modules in the first year.
- Should a student fail a module, that module must be repeated.
- If the student fails two or more modules at the end of the year, he or she will not be able to register again for the extended diploma.

CBE.23 ALPHABETICAL LIST OF MODULE CODES, MODULE NAME, AND PREREQUISITES FOR EXTENDED DIPLOMAS

FOURTH YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA03A3	16	Business Management 3B	BMA03B3	16
Data Analysis Transport 3A	DAT03A3	16	Data Analysis Transport 3B	DAT03B3	16
Transport Operations Management 3A	TOM03A3	16	Transport Operations Management 3A	TOM03B3	16
Transportation 3A	TRA03A3	16	Transportation 3B	TRA03B3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits
MODULE CODE	MODULE NAME			PRE-REQUISITE	
AAS1AA1	Applied Accountancy Skills 1A				
AAS1BB1	Applied Accountancy Skills 1B				
BBA1AA1	Business and Administrative Communication 1A				
BBA1BB1	Business and Administrative Communication 1B				
BME0YA1	Business Management 1A				
BMA01A1	Business Management 1A				
BME0YB1	Business Management 1B				

MODULE CODE	MODULE NAME	PRE-REQUISITE
BMA02A2	Business Management 2A	BME0YA1, BME0YB1 BMA01A1, BMA01B1
BMA02B2	Business Management 2B	BME0YA1, BME0YB1 BMA01A1, BMA01B1
BMA03A3	Business Management 3A	
BMA03B3	Business Management 3B	
ATK1AA1	Communication 1A	
ATK1BB1	Communication 1B	
BKM1AA0	Costing and Estimating A	
BKM1BB0	Costing and Estimating B	
CRC11A1	Credit Control 1A	
CRC11B1	Credit Control 1B	
ECO11A1	Economics 1A	
ECO11B1	Economics 1B	
DAL03A3	Data Analysis Logistics 3A	
DAL03B3	Data Analysis Logistics 3B	
DAT03A3	Data Analysis Transport 3A	
DAT03B3	Data Analysis Transport 3B	
EMR01A1	Employment Relations 1A	
EMR01B1	Employment Relations 1B	
ERC33A3	Employment Relations Collective Bargaining	
ERD33B3	Employment Relations Dispute Resolution	ERL02B2
ERL02B2	Employment Relations Legislative Framework	
ECE0YA1	End-User Computing 1A	
EUC01B1	End-User Computing 1B	
FTM2AY0	Fleet Management 2A	
FTM2BY0	Fleet Management 2B	
ENG0CA1	English 1C	
ENT01A1	Entrepreneurship 1A	
ENT01B1	Entrepreneurship 1B	
ENT02A2	Entrepreneurship 2A	ENT01A1, ENT01B1
ENT02B2	Entrepreneurship 2B	ENT01A1, ENT01B1
ENT03A3	Entrepreneurship 3A	ENT02A2, ENT02B2
ENT03B3	Entrepreneurship 3B	ENT02A2, ENT02B2
EGS01A1	Entrepreneurial Growth Strategies A	
EGS01B1	Entrepreneurial Growth Strategies B	
ESI03YC	Entrepreneurial Strategy Implementation	ENT02A2, ENT02B2
FRP10Y1	Fundamental Research Practice	
FBM10Y1	Fundamentals of Business Mathematics	
NEW CODE	Introduction to Information Management Logistics 3A	
NEW CODE	Introduction to Information Management Transport 3A	
IBM01B1	Introduction to Business Management 1B	
ITP33A3	Introduction to Payroll	
	Introduction to Information Management 3A	
LLA41A1	Labour Law 1A	
LLA41B1	Labour Law 1B	
LRL03A3	Labour Relations and Law 3A	
LRL03B3	Labour Relations and Law 3B	
LOG1AY0	Logistics 1A	
LOG1BY0	Logistics 1B	
LOG02A2	Logistics 2A	LOG1AY0, LOG1BY0
LOG02B2	Logistics 2B	BME0YA1, BME0YB1

MODULE CODE	MODULE NAME	PRE-REQUISITE
LOG03A3	Logistics 3A	LOG02A2 LOG02A2
LOG03B3	Logistics 3B	LOG02A2 LOG02A2
MAR02A2	Marketing 2A	BBE1AA0, BBE1BB0, MAR01A1, MAR01B1
MAR02B2	Marketing 2B	BBE1AA0, BBE1BB0, MAR01A1, MAR01B1
MAR03A3	Marketing 3A	MAR02A2, MAR02B2
MAR03B3	Marketing 3B	MAR02A2, MAR02B2
PMI33B3	People Management in Practice	
PMP0YA1	People Management Perspectives 1A	
PMP0YB1	People Management Perspectives 1B	
PMP02A2	People Management Perspectives 2A	PMP0YA1, PMP0YB1, PMP01A1, PMP01B1
PMP02B2	People Management Perspectives 2B	PMP0YA1, PMP0YB1, PMP01A1, PMP01B1
PMP03A3	People Management Perspectives 3A	PMP02A2, PMP02B2
PMP03B3	People Management Perspectives 3B	PMP02A2, PMP02B2
PRC02Y0	Procurement 2A	BMA01A1, BMA01B1
PRC2BY0	Procurement 2B	BMA01A1, BMA01B1
PRC03A3	Procurement 3A	PRC02A2, PRC02B2
PRC03B3	Procurement 3B	PRC02A2, PRC02B2
PUR0Y2B	Purchasing Management 2B	
STAQ1A1	Quantitative Techniques A	
STAQ1B1	Quantitative Techniques B	
TDP02A2	Training and Development Practices 2A	
TDP02B2	Training and Development Practices 2B	
TDP03A3	Training and Development Practices 3A	TDP02A2, TDP02B2
TDP03B3	Training and Development Practices 3B	TDP02B2, TDP02B2
TRA1AY0	Transportation 1A	
TRA1BY0	Transportation 1B	
TRA02A2	Transportation 2A	TRA1AY0, TRA1BY0, BMA01A1, BMA01B1
TRA0YB2	Transportation 2B	BMA01A1, BMA01B1, TRA1AY0, TRA1BY0
TRA03A3	Transportation 3A	TRA02A2, TRA02B2
TRA03B3	Transportation 3B	TRA02A2, TRA02B2
TOM03A3	Transport Operations Management 3A	
TOM03B3	Transport Operations Management 3B	
WRH03A3	Warehousing 3A	
WRH03B3	Warehousing 3B	
WPP1YR1	Workplace Preparation	

CBE.24 DIPLOMA PROGRAMMES

The following Diploma Programmes are offered in the College of Business and Economics:

- Accountancy * (D3A15Q)
- Business Information Technology (DI1401)
- Financial Services Operations * (D34F9Q)
- Food and Beverage Operations (D34FBQ)
- Logistics (D34LGQ)
- Marketing (D34MKQ)
- People Management * (D34P2Q)
- Retail Business Management (D34RMQ)
- Small Business Management * (D34SBQ)
- Tourism Management (D34TMQ)
- Transportation Management (D34TRQ)

Diplomas are offered full-time at the **APB** campus. (Subject to a minimum student intake)

Diplomas marked with a * are offered full-time at the **SWC** campus. (Subject to a minimum student intake)

All Diploma students must complete ONE of the following TWO online elective modules to graduate:

- (1) **African Insights (AFRINY1)** is an online elective module for all first-year undergraduate students at the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study.
- (2) **Artificial Intelligence in the 4IR (AI4IR00)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study.

The completion of this online module is highly recommended; however, not required to graduate:

Personal Development Programme (S3PAO14) is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completing this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulting 101. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. The completion of this online module is highly recommended; however, **not required to graduate**.

CBE.25 DIPLOMA IN ACCOUNTANCY

(D3A15Q)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 378

PURPOSE

The purpose of this diploma is to provide accountancy knowledge and skills to ensure competence in performing reporting functions, rendering taxation services and management advisory services on an accounting technician level, and to convert this embedded knowledge practically into an accounting software programme.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Cost and Management Accounting 1A	CNA11A1	12	Financial Management 1B	FMN11B1	12
Economics 1A	ECO11A1	12	Economics 1B	ECO11B1	12
Financial Accounting 1A	FAC11A1	12	Financial Accounting 1B	FAC11B1	12
Mathematics for Finance and Business 1A	MATDCA1	12	Mathematics for Finance and Business 1B	MATDCB1	12
Financial Services Computing 1A*	FSC11A1	12	Introduction to Business Management 1B	IBM01B1	12
Financial Services Computing RPL	FSC11AR	12			
	5 Semester Modules	60 Credits		5 Semester Modules	60 Credits

* FSC11AR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for Financial Services Computing 1A (FSC11A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for FSC11A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both FSC11A1 (the academic module) as well as FSC11AR (the RPL exam). On passing the RPL assessment (FSC11AR) with 65% (s)he will be granted exemption for the module (FSC11A1). If a student fails, the RPL assessment (FSC11AR) (s)he will remain registered for FSC11A1. A fee as approved per year is linked to the RPL assessment (FSC11AR). If a student passes the RPL assessment (FSC11AR) (s)he will be exempted from the module (FSC11AR) and the module fee for FSC11A1 will be credited to his/her student account. If a student fails the RPL assessment (FSC11AR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Auditing and Internal Control 2A*	AIC22A2	12	Auditing and Internal Control 2B*	AIC22B2	12
Communication 1	COS1AA1	16	Active Citizenship 1A	ACS1AA1	16
Business Law 1A	BUL41A1	15	Business Law 1B	BUL41B1	15
Financial Management 2A	FMN22A2	12	Cost and Management Accounting 2B	CNA22B2	12
Financial Accounting 2A	FAC22A2	12	Financial Accounting 2B	FAC22B2	12
	5 Semester Modules	67 Credits		5 Semester Modules	67 Credits

* Auditing and Internal Control 2A (AIC22A2) and Auditing and Internal Control 2B (AIC22B2) are couplet modules.

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Auditing and Internal Control 3A	AIC33A3	16	Auditing and Internal Control 3B	AIC33B3	16
Cost and Management Accounting 3A	CNA33A3	16	Cost and Management Accounting 3B	CNA33B3	16
Financial Accounting 3A	FAC33A3	16	Financial Accounting 3B	FAC33B3	16
Taxation 3A	TAX33A3	16	Taxation 3B	TAX33B3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

CBE.26 DIPLOMA IN BUSINESS INFORMATION TECHNOLOGY

(DL1401)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 384

PURPOSE

The purpose of the programme is to develop the applied competence of students in developing, analysing, interpreting, and applying information technology business management principles and methods. The programme prepares students to contribute meaningfully to the effective and efficient business management of information technology in organisations.

On completion of the programme, students will demonstrate competence in:

- analysing and understanding the interdependency between business and information technology;
- making decisions and accepting responsibility;
- communicating effectively using models, visuals, and language skills;
- work effectively in a team;
- collect, organise, and critically evaluate information in order to assess the situation correctly; and
- demonstrating an understanding that the problem-solving contexts do not exist in isolation and therefore look at the system as a whole.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Analysis 1A	BAY01A1	16	Business Analysis 1B	BAY01B1	16
Development Software 1A	DSW01A1	16	Development Software 1B	DSW01B1	16
Information Systems 1A	IFS01A1	16	Information Systems 1B	IFS01B1	16
Systems Software 1A	SSW01A1	16	Systems Software 1B	SSW01B1	16
	4 Semester modules	64 Credits		4 Semester modules	64 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Analysis 2A	BAY02A1	16	Business Analysis 2B	BAY02B1	16
Communication Networks 2A	CMN02A1	16	Communication Networks 2B	CMN02B1	16
Development Software 2A	DSW02A1	16	Development Software 2B	DSW02B1	16
Information Systems 2A	IFS02A1	16	Information Systems 2B	IFS02B1	16
	4 Semester modules	64 Credits		4 Semester modules	64 Credits

THIRD YEAR					
YEAR MODULES					
MODULES		CODE		NQF CREDITS	
Development Software 3B		DSW03B1		16	
		1 Year module		16 Credits	
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Analysis 3A	BAY03A1	16	Business Analysis 3B	BAY03B1	16
Communication Networks 3A	CMN03A1	16	Communication Networks 3B	CMN03B1	16
Development Software 3A	DSW03A1	16	Development Software 3A	DSW03B1	16
Information Systems 3A	IFS03A1	16	Information Systems 3B	IFS03B1	16
	4 Semester modules	64 Credits		3 Semester modules	48 Credits

PROMOTION REQUIREMENTS

- Students need to pass 6 modules to continue with the first year.
- Students are promoted to the second year of study if they have passed 7 modules and have met all the prerequisites for the second-year modules.
- Students are promoted to the third year of study if they have passed a minimum of 7 modules and have met all the prerequisites for the third-year modules.
- Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to a maximum of 6 modules in any semester of study.
- Students may only register twice per module, i.e., first registration plus one repeat. Students may not proceed to the third year with any first-year modules outstanding.

CBE. 27 DIPLOMA IN FINANCIAL SERVICES OPERATIONS

(D34F9Q)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 376

PURPOSE

The purpose of the Diploma in Financial Services Operations is to develop the students' knowledge in the area of financial services and their operations. The programme comprises a focused curriculum to prepare the student for a career in the financial services industry. Mastering the curriculum will provide students with the ability to synthesise financial services operations principles professionally. Fundamental knowledge of global financial services relevant to the financial services industry will be gained, enabling the qualifying student to work in today's world of professional financial services operations industry. The programme emphasises competence, integrity, and the application of ethics in a professional environment. The successful student will gain a global

and South African financial market perspective and an in-depth understanding of the environment, which will provide them with a competitive advantage for employment.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Services Economics 1A	FSE11A1	12	Financial Services Economics 1B	FSE11B1	12
Financial Accounting 1A	FAC11A1	12	Financial Accounting 1B	FAC11B1	12
Financial Services Computing 1A*	FSC11A1*	12	Introduction to Business Management 1B	IBM01B1	12
Financial Services Computing RPL	FSC11AR*	12			
Fundamentals of Financial Services 1A	FFS11A1	12	Financial Management 1B	FMN11B1	12
Mathematics: Finance and Business 1A	MATDCA1	12	Mathematics: Finance and Business 1B	MATDCB1	12
	5 Semester Modules	60 Credits		5 Semester Modules	60 Credits

*FSC11AR

Students who did Computer Applications Technology (CAT) at the NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for Financial Services Computing 1A (FSC11A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for FSC11A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both FSC11A1 (the academic module) as well as FSC11AR (the RPL exam). On passing the RPL assessment (FSC11AR) with 65% (s)he will be granted exemption for the module (FSC11A1). If a student fails, the RPL assessment (FSC11AR) (s)he will remain registered for FSC11A1. A fee as approved per year is linked to the RPL assessment (FSC11AR). If a student passes the RPL assessment (FSC11AR) (s)he will be exempted from the module (FSC11AR) and the module fee for FSC11A1 will be credited to his/her student account. If a student fails the RPL assessment (FSC11AR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Communication I Module 1	COS1AA1	16	Active Citizenship 1A	ACS1AA1	16
Financial Services Analysis 2A	FSA22A2	12	Banking Operations 2B	BOP22B2	12
Financial Accounting 2A	FAC22A2	12	Financial Accounting 2B	FAC22B2	12
Financial Services Operations 2A	FSO22A2	12	Financial Services Operations 2B	FSO22B2	12
Risk in Financial Services 2A	RFS22A2	12	Risk in Financial Services 2B	RFS22B2	12
	5 Semester Modules	64 Credits		5 Semester Modules	64 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Accounting 3A	FAC33A3	16	Financial Accounting 3B	FAC33B3	16
Financial Market Regulatory Environment 3A	FMR33A3	16	Financial Market Regulatory Environment 3B	FMR33B3	16
Financial Services Operations 3A	FSO33A3	16	Financial Services Operations 3B	FSO33B3	16
Financial Services Preparations 3A	FSP33A3	16	Financial Planning Operations 3B	FPO33B3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

CBE. 28 DIPLOMA IN FOOD AND BEVERAGE OPERATIONS

(D34FBQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 360

ADDITIONAL ADMISSION REQUIREMENTS

- The prospective student must be able to express themselves clearly and correctly, both verbally and in written English.
- Evidence of some exposure to the food and beverage industry would be considered as an advantage but not essential. This could be in the form of the school subjects of hotel keeping or consumer studies or part-time or full-time work experience in the industry, as proven in the testimony from industry practitioners.

PURPOSE

The purpose of the diploma is to equip students with appropriate knowledge, technical, and personal and beverage operation will provide the foundation skills and attitudes to work effectively, efficiently, and sustainably at operational and supervisory levels within the Food and Beverage Industry. Their basic managerial and high-level operational competencies in the food to progress into managerial positions.

CURRICULUM

FIRST YEAR		
YEAR MODULES		
MODULE NAME	MODULE CODE	NQF CREDITS
Food and Beverage Financials 1	FBF01Y1	16
Food and Beverage Service 1 (Theory and Practical)	FBV01Y1	20
Gastronomy 1 (Theory and Practical)	GTP01Y1	20
	3 Year Modules	56 Credits

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Business Literacy 1A	ABL1AA1	8	Applied Business Literacy 1B	ABL1BB1	8
Global Tourism 1A	GTM01A1	12	Computer Application for Tourism and Hospitality 1B	CAS01B1	12
Management Skills 1A	MGS01A1	12	Management Skills 1B	MGS01B1	12
	3 Semester Modules	32 Credits		3 Semester Modules	32 Credits
Total Credits for the Year					120 Credits

* Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS = 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for Computer Application for Tourism and Hospitality 1B (CAS01B1). On passing this RPL assessment with a final mark of at least 65%, the student would have proved that (s)he has the required expertise needed for CAS01B1 and will therefore be granted a credit for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both CAS01B1 (the academic module) as well as CAS01BR (the RPL exam). On passing the RPL assessment (CAS01BR) with 65% (s)he will be granted a credit for the module (CAS01B1). If a student fails, the RPL assessment (CAS01BR) (s)he will remain registered for CAS01B1. A fee of R500 is attached to the RPL assessment (CAS01BR). If a student passes the RPL assessment (CAS01BR) (s)he will be exempted from the module (CAS01B1). If a student fails the RPL assessment (CAS01BR), it will be reflected as such on the student's academic transcript.

SECOND YEAR		
YEAR MODULES		
MODULE NAME	MODULE CODE	NQF CREDITS
Food and Beverage Financials 2	FBF02Y2	12
Food and Beverage Service 2 (Theory and Practical)	FBV02Y2	20
Gastronomy 2 (Theory and Practical)	GTP02Y2	20
	3 Year Modules	52 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Event Management 2A	EVT02A2	12	Event Management 2B	EVT02B2	12
Food and Beverage Operations 2A	FBO02A2	10	Food and Beverage Operations 2B	FBO02B2	10
Management Skills 2A	MGS02A2	12	Management Skills 2B	MGS02	12
	3 Semester Modules	34 Credits		3 Semester Modules	34 Credits
Total Credits for the Year					120 Credits

THIRD YEAR		
YEAR MODULES		
MODULE NAME	MODULE CODE	NQF CREDITS
Hospitality Operational Practice 3	HOP03B3	40
	1 Year Modules	40

THIRD YEAR			
SEMESTER MODULES			
FIRST SEMESTER			
MODULE NAME	MODULE CODE	NQF CREDITS	
Food and Beverage Financials 3A	FBF03A3	16	
Food and Beverage Laws 3A	FBVL3A3	16	
Food and Beverage Operations 3A	FDB03A3	12	
Management Skills 3A	MGS03A3	20	
Gastronomy 3A (Theory)	GTN03Y3	16	
	5 Semester Modules	80 Credits	
Total Credits for the Year			120 Credits

In addition to the formal curriculum, all students must successfully complete compulsory First Aid, preliminary Wine, and Wines of the World courses.

PROMOTION REQUIREMENTS

Students must pass all pre-requisite offerings where applicable before progressing to the next semester.

Due to the theoretical and practical integration of the modules, students must pass all first-year modules in order to be promoted to the second year of study and must pass all second-year modules in order to be promoted to the third year of study.

CONTINUATION OF STUDIES

If students fail to pass, an accumulated total as indicated below, students must reapply for continuation of studies.

- 9 semester modules after the first year of study.
- 17 semester modules after the second year of study.
- 21 semester modules after the third year.

Students may only register twice per module, i.e. first registration plus one repeat.

WORK INTEGRATED LEARNING

- Work-integrated learning takes place with an approved Hospitality or Food and Beverage establishment, in the allocated semester of the third year. In order to do work-integrated learning, students must have successfully completed all 1st and 2nd year modules. The School of Tourism and Hospitality and the employer will monitor and assess the experiential learning programme where applicable.
- prepare, cook, and serve an extensive range of complex, advanced dishes to meet the requirements of quality, pricing, consumer needs, production, hygiene, and safety;
- apply the principles of organoleptic to evaluate and improve recipes and menus,
- design a food and beverage facility using principles and elements associated with volume
- production, interpret tenders, and compare contractual agreements of corporate providers of
- food and beverage;
- apply the concepts of food and beverage administration and production procedures.

- describe branding, promotions, display, franchising, vending, packaging, pricing, loss leaders, food courts, and retailing issues applicable to the food and beverage industry;
- plan and prepare balanced, trend-setting, advanced recipes and menus for special events using a wide range of food commodities;
- analyse trends and recommend adjustments to existing health practice; and
- explain the impact of socio-cultural perceptions on the health status of the South African population, adjust diets to meet a range of therapeutic requirements, and prepare food accordingly.

CBE.29 DIPLOMA IN LOGISTICS

(D34LGQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 374

PURPOSE

The purpose of the diploma is to equip the students with the skills and knowledge needed to develop, evaluate, and implement logistics principles in the supply chain environment. The Diploma will produce graduates with intellectual competencies and practical skills needed to manage logistic decisions in line with contemporary and future business and social needs, in keeping with national and global statutory, ethical, and sustainable considerations.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business and Administrative Communication 1A	BBA1AA1	16	Business and Administrative Communication 1B	BBA1BB1	16
Business Management 1A	BMA01A1	12	Business Management 1B	BMA01B1	12
End-User Computing 1A*	EUC01A1	16	End-User Computing 1B**	EUC01B1	16
End-User Computing RPL*	EUC01AR	16	End-User Computing RPL*	EUC01BR	16
Logistics 1A	LOG01A1	16	Logistics 1B	LOG01B1	16
	4 Semester Modules	76 Credits		4 Semester Modules	76 Credits

***EUC01AR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he have the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1) and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected as such on the student's academic transcript.

****EUC01BR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1B (EUC01B1). On passing this RPL assessment with a final mark of at least 65%, the student would have proved that (s)he has the required expertise needed for EUC01B1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01B1 (the academic module) as well as EUC01BR (the RPL exam). On passing the RPL assessment (EUC01BR) with 65% (s)he will be granted exemption for the module (EUC01B1). If a student fails, the RPL assessment (EUC01BR) (s)he will remain registered for EUC01B1. A fee as approved per year is linked to the RPL assessment (EUC01BR). If a student passes the RPL assessment (EUC01BR) (s)he will be exempted from the module (EUC01B1) and the module fee for EUC01B1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01BR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
Logistics 2A	LOG02A2	16	Logistics 2B	LOG02B2	16
Procurement 2A	PRC02A2	16	Procurement 2B	PRC02B2	16
	4 Semester Modules	63 Credits		4 Semester Modules	63 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Data Analysis Logistics 3A	DAL03A3	16	Data Analysis Logistics 3A	DAL03B3	16
Logistics 3A	LOG03A3	16	Logistics 3B	LOG03B3	16
Procurement 3A	PRC03A3	16	Procurement 3B	PRC03B3	16
Warehousing 3A	WRH03A3	16	Warehousing 3B	WRH03B3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

PROMOTION REQUIREMENTS

Students are promoted:

- Students are promoted to the second year of study if they have passed 6 semester modules.
- Students are promoted to the third year of study if they have passed 6 semester modules or a minimum of 2 semester modules
- Students must pass all pre-requisite offerings where applicable before progressing to the next semester.

CONTINUATION OF STUDIES

- Students must reapply for continuation of studies if they fail to pass one of the following modules: Business Management 1A and 1B, Logistics 1A and 1B.
- Students must pass Logistics 1A and 1B before they can continue with Logistics 2A and 2B.
- Students must pass Logistics 2A and 2B before they can continue with Logistics 3A and 3B
- Students must pass Procurement 2A and 2B before they can continue with Procurement 3A and 3B.
- Students may only register twice per module, i.e., first registration plus one repeat, limited to a maximum of 5 modules per semester in any one year of study.

TRANSFERRING STUDENTS

Students wishing to transfer from another qualification should formally apply, using the UJ online application system.

The following rules will apply during the selection process:

- students should have passed all the first-year modules to be considered for the transfer;
- students should have obtained an overall average of 65% for the first-year modules; and
- students should meet the APS and entrance requirements relevant to the Diploma in Logistics.

CBE. 30 DIPLOMA IN MARKETING

(D34MKQ)

FULL-TIME

NQF LEVEL: 6

NUMBER OF CREDITS: 406

PURPOSE

The purpose of the Diploma in Marketing is to equip students with the necessary practical and theoretical marketing skills required for an entry-level marketing position. It offers students an opportunity to learn various tools, metrics, skills, and marketing techniques that are relevant in today's marketing field. This qualification provides a focused and applied specialisation within the field of marketing to ensure that students are well-equipped and prepared with the necessary skills required by the marketing sector. The qualification offers both theoretical and vocational training and will enable students to be productive in the industry and/or assist students to articulate in order to further their studies in marketing management.

This qualification offers both theoretical and vocational training. This programme will enable students to be productive in the industry and/or assist students to articulate in order to further their studies in marketing management.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Business Management 1A	BMA01A1	12	Business Management 1B	BMA01B1	12
End-User Computing 1A*	EUC01A1	16	End-User Computing 1B**	EUC01B1	16
End-User Computing RPL*	EUC01AR	16	End-User Computing RPL*	EUC01BR	16
English 1A (Marketing Module)	RMM1AA1	16	English 1B (Marketing Module)	RMM1BB1	16
Marketing 1A	MAR01A1	16	Marketing 1B	MAR01B1	16
	5 Semester modules	75 Credits		5 Semester modules	75 Credits

*** EUC01AR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1) and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected as such on the student's academic transcript.

**** EUC01BR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1B (EUC01B1). On passing this RPL assessment with a final mark of at least 65%, the student would have proved that (s)he has the required expertise needed for EUC01B1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01B1 (the academic module) as well as EUC01BR (the RPL exam). On passing the RPL assessment (EUC01BR) with 65% (s)he will be granted exemption for the module (EUC01B1). If a student fails, the RPL assessment (EUC01BR) (s)he will remain registered for EUC01B1. A fee as approved per year is linked to the RPL assessment (EUC01BR). If a student passes the RPL assessment (EUC01BR) (s)he will be exempted from the module (EUC01B1) and the module fee for EUC01B1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01BR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
YEAR MODULE					
MODULES		CODE		NQF CREDITS	
Personal Selling 1B		PRS0Y1B		16	
		1 Year module		16 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Consumer Behaviour A	CBR01A1	16	Consumer Behaviour B	CBR01B1	16
Marketing 2A	MAR02A2	16	Marketing 2B	MAR02B2	16
Quantitative Techniques A	STAQ1A1	16	Quantitative Techniques B	STAQ1B1	16
Personal Selling 1A	PRS01A1	16			
	4 Semester modules	64 Credits		3 Semester modules	48 Credits

THIRD YEAR		
YEAR MODULE		
MODULES	CODE	NQF CREDITS
Sales Management 3B	SMN03B3	16
	1 Year module	16 Credits

SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Marketing 3A	MAR03A3	16	Marketing 3B	MAR03B3	16
Marketing Communications 3A	MRC03A3	16	Introduction to Digital Marketing 3B	IDM03B3	16
Marketing Research 3A	MRR03A3	16	Marketing Research 3B	MRR03B3	16
Sales Management 3A	SMN03A3	16			
	4 Semester modules	64 Credits		3 Semester modules	48 Credits

PROMOTION REQUIREMENT

Students are promoted:

- to the second year of study if they have passed at least 2 modules, one of which must be Marketing 1 plus an additional 2 modules, to the third year of study if they have passed at least 6 modules.
- Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to a maximum of 6 modules in any one year of study.

CONTINUATION OF STUDIES

Students must reapply for continuation of studies if they fail to pass an accumulative total of:

- 3 modules after the first semester of study (one must be Marketing 1A)
- 6 modules after the first year of study (Which must include both modules of Marketing 1 or both modules of Personal Selling 1),
- 12 modules after the second year of study,
- 8 modules after the third year of study,
- 24 modules after the fourth year of study.

CBE.31 DIPLOMA IN PEOPLE MANAGEMENT

(D34P2Q)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 394 or 396***

PURPOSE

The purpose of the Dip (People Management) is to equip students with an in-depth grounding in People Management knowledge, theory, principles, and skills so that they may confidently contribute to the multi-functional, multinational public and business sectors, confidently executing analytical, interpretive, strategic, and integrative skills relating to people management.

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BMA01A1	12	Business Management 1B	BMA01B1	12
People Management Perspectives 1A	PMP01A1	12	People Management Perspectives 1B	PMP01B1	12
End-User Computing 1A*	EUC01A1	16	End-User Computing 1B**	EUC01B1	16
End-User Computing RPL*	EUC01AR	16	End-User Computing RPL**	EUC01BR	16
English 1C	ENG0CA1	16			
Business Law 1A	BUS41A1	15			
Electives – choose ONE of the following			Electives – choose ONE of the following to match the elective of the 1 st semester		
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Quantitative Techniques A	STAQ1A1	16	Quantitative Techniques B	STAQ1B1	16
	7 Semester modules	102 or 103 Credits***		5 Semester modules	71 or 72 Credits***

*** EUC01AR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1), and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected as such on the student's academic transcript.

**** EUC01BR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1B (EUC01B1). On passing this RPL assessment with a final mark of at least 65%, the student would have proved that (s)he has the required expertise needed for EUC01B1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01B1 (the academic module) as well as EUC01BR (the RPL exam). On passing the RPL assessment (EUC01BR) with 65% (s)he will be granted an exemption for the module (EUC01B1). If a student fails, the RPL assessment (EUC01BR) (s)he will remain registered for EUC01B1. A fee, as approved per year, is linked to the RPL assessment (EUC01BR). If a student passes the RPL assessment (EUC01BR) (s)he will be exempted from the module (EUC01B1) and the module fee for EUC01B1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01BR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
			Employment Relations Legislative Framework	ERL02B2	12
People Management Perspectives 2A	PMP02A2	12	People Management Perspectives 2B	PMP02B2	12
Labour Law 1A	LLA41A1	16	Labour Law 1B	LLA41B1	16
Training and Development Practices 2A	TDP02A2	12	Training and Development Practices 2B	TDP02B2	12
	4 Semester Modules	56 Credits		5 Semester Modules	68 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA03A3	16	Business Management 3B	BMA03B3	16
People Management Perspectives 3A	PMP03A3	12	People Management Perspectives 3B	PMP03B3	12
Training and Development Practices 3A	TDP03A3	12	Training and Development Practices 3B	TDP03B3	12
Employment Relations Collective Bargaining	ERC33A3	12	Employment Relations Dispute Resolution	ERD33B3	12
Introduction to Payroll 3A	ITP33A3	12	People Management in Practice	PMI33B3	12
	5 Semester Modules	64 Credits		5 Semester Modules	64 Credits

*** Credits will vary depending on the electives chosen.

PROMOTION REQUIREMENTS

Students are promoted to the next year of study if they have complied with all the module prerequisites for the following year.

Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to a maximum of 5 modules in any one year of study.

CONTINUATION OF STUDIES:

Students must reapply for continuation of studies if they fail to pass an accumulative total of:

- 2 semester modules after the first year of study (from People Management Perspective 1A and 1B, Business Management 1A and B, English 1C), plus two additional semester modules,
- 12 semester modules after the second year of study,
- 18 semester modules after the third year of study,
- 24 semester modules after the fourth year of study.

CONTINUATION OF STUDIES:

If students fail to pass, an accumulated total as indicated below, students must reapply for a continuation of studies.

- Completed 11 modules in the first year of study.
- Completed 8 modules in the second year of study.
- And completed 6 modules in the third year.

CBE.32 DIPLOMA IN RETAIL BUSINESS MANAGEMENT**(D34RMQ)****FULL-TIME****NQF LEVEL: 6****NUMBER OF CREDITS: 391****PURPOSE**

The purpose of the Diploma in Retail Business Management is to develop the applied and practical competencies of the student in the acquisition, understanding, and application of retailing principles. It provides a focused and applied specialisation within the field of Retail to ensure that students have an understanding of the practices and theory in the field of Retail. The purpose of this qualification is to develop competent retail managers for the retail industry and develop skills for the sector in general.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Business Management 1A	BMA01A1	12	Business Management 1B	BMA01B1	12
End-User Computing 1A*	EUC01A1	16	End-User Computing 1B**	EUC01B1	16
End-User Computing RPL	EUC01AR	16	End-User Computing RPL	EUC01BR	16
English A	RET1AA1	16	English B	RET1BB1	16
Retailing 1A	RTL1AA	12	Retailing 1B	RTL1BB1	12
	5 Semester Modules	71 Credits		5 Semester Modules	71 Credits

*** EUC01AR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1) and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected as such on the student's academic transcript.

**** EUC01BR:**

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1B (EUC01B1). On passing this RPL assessment with a final mark of at least 65%, the student

would have proved that (s)he has the required expertise needed for EUC01B1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01B1 (the academic module) as well as EUC01BR (the RPL exam). On passing the RPL assessment (EUC01BR) with 65% (s)he will be granted exemption for the module (EUC01B1). If a student fails, the RPL assessment (EUC01BR) (s)he will remain registered for EUC01B1. A fee as approved per year is linked to the RPL assessment (EUC01BR). If a student passes the RPL assessment (EUC01BR) (s)he will be exempted from the module (EUC01B1) and the module fee for EUC01B1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01BR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
YEAR MODULE					
MODULE NAME		MODULE CODE		NQF CREDITS	
Personal Selling 1B		PRS0Y1B		16	
		1 Year module		16 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
Consumer Behaviour A	CBR01A1	16	Consumer Behaviour B	CBR01B1	16
Personal Selling 1A	PRS01A1	16			
Retailing 2A	RTL2AA2	14	Retailing 2B	RTL2BB2	14
	4 Semester Modules	62 Credits		3 Semester Modules	46 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Law 1A	BUS41A1	15			
Business Management 3A	BMA03A3	16	Business Management 3B	BMA03B3	16
Labour Relations and Law 3A	LRL03A3	16			
Logistics 2A	LOG02A2	16	Logistics 2B	LOG02B2	16
Retailing 3A	RTL03A3	16	Practical Retailing 3B	PTL3BB3	14
	5 Semester Modules	79 Credits		3 Semester Modules	46 Credits

PROMOTION REQUIREMENTS

Business Management 1A and 1B are prerequisites for Business Management 2A and 2 B.

Retailing 1A and 1B are prerequisites for Retailing 2A and 2B, Retailing 2A and 2B are prerequisites for Retailing 3A, and Retailing 3A is a prerequisite for Practical Retailing 3B.

Students are promoted:

- to the second year of study if they have passed Business Management 1A and 1B, and Retailing 1A and 1B, plus an additional 2 modules,
- to the third year of study if they have passed at least 6 2nd-year modules, including Retailing 2A and 2B.
- Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to a maximum of 6 modules in any one year of study.

CONTINUATION OF STUDIES:

Students must reapply for **continuation of studies** if they fail to pass:

- 3 semester modules after semester one, including Business Management 1A, or Retailing A,
- 6-semester modules after year one, including both modules, Business Management 1 and Retailing 1,
- 12-semester modules after year two of study (which must include both modules of Business Management 2 and Retailing 2,
- 18-semester modules after year three of study (which must include both modules of Business Management 3, Retailing 3, and Practical Retailing 3B), and
- 24 semester modules after the fourth year of study.

CBE.33 DIPLOMA IN SMALL BUSINESS MANAGEMENT

(D34SBQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 386

ADDITIONAL ADMISSION REQUIREMENTS

It is recommended that applicants to this qualification show a desire to start their own business and to become an entrepreneur.

PURPOSE

The purpose of the Diploma in Small Business Management is to provide students with the required knowledge, skills, and ability to start, grow, innovate, and sustain a profit as a shared value business venture that realises sustainability in compliance with global environmental, economic, and social governance requirements within South Africa and the broader African context.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Communication 1A	ATK1AA1	16	Communication 1B	ATK1BB1	16
Economics 1A	ECO11A1	12	Economics 1B	ECO11B1	12
Entrepreneurship 1A	ENT01A1	12	Entrepreneurship 1B	ENT01B1	12
End-User Computing 1A*	EUC01A1	16	Introduction to Business Management 1B	IBM01B1	12
End-User Computing RPL	EUC01AR	16			
Marketing 1A	MAR01A1	16	Marketing 1B	MAR01B1	16
	5 Semester Modules	72 Credits		5 Semester Modules	68 Credits

* EUC01AR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1) and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected as such on the student's academic transcript.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accounting Skills 1A	AAS1AA1	15	Applied Accounting Skills 1B	AAS 1BB1	15
Entrepreneurial Growth Strategies A	EGS01A1	12	Entrepreneurial Growth Strategies B	EGS01B1	12
Entrepreneurship 2A	ENT02A2	16	Entrepreneurship 2B	ENT02B2	16
Marketing 2A	MAR02A2	16	Marketing 2B	MAR02B2	16
	4 Semester Modules	59 Credits		4 Semester Modules	59 Credits

THIRD YEAR		
YEAR MODULE		
MODULE NAME	MODULE CODE	NQF CREDITS
Entrepreneurial Strategy Implementation	ESI03YC	32
	1 Year module	32 Credits
SEMESTER MODULES		
FIRST SEMESTER		SECOND SEMESTER
MODULE NAME	MODULE CODE	NQF CREDITS
Entrepreneurship 3A	ENT03A3	16
Labour Relations and Law 3A	LRL03A3	16
Marketing 3A	MAR03A3	16
	3 Semester Modules	48 Credits

PROMOTION REQUIREMENTS

Students are promoted:

- to the second year of study if they have passed at least 4 semester modules, which must include Entrepreneurship 1A and 1B, and Marketing 1A and 1B; and
- to the third year of study if they have passed at least 14 semester modules, which must include Entrepreneurship 2A and 2B and Marketing 2A and 2B.

Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to a maximum of 6-year modules in any one year of study.

CONTINUATION OF STUDIES:

Students must reapply for **continuation of studies** if they fail to pass:

- 2-year modules and 2 additional semester modules after the first year of study,
- 12 semester modules after the second year of study,
- 18 semester modules after the third year of study,
- 24 semester modules after the fourth year of study.

Note: ESI03YC as a year module equals two semester modules

PURPOSE

The purpose of the programme is to equip students to be competent in a variety of technical, managerial, personal and operational skills in the running of a tourism enterprise. The successful student will have developed a sound foundation for advancement into entry-level and leadership positions and to exploit entrepreneurial opportunities.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Business Literacy 1A	ABL1AA1	8	Applied Business Literacy 1B	ABL1BB1	8
Introduction to Tourism Marketing 1A	ITM01A1	12	Introduction to Tourism Marketing 1B	ITM01B1	12
Tourism System 1A	TOS11A2	12	Impact of Tourism 1B	TOS11B2	12
Events Management 1A	EVT01A1	12	Events Management 1B	EVT01B1	12
Travel and Tourism Management 1A	TTM11A2	12	Travel and Tourism Management 1B	TTM11B2	12
			Computer Applications for Tourism and Hospitality 1B*	CAS01B1	12
	5 Semester Modules	56 Credits		6 Semester Modules	68 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Marketing for Tourism 2A	MRT02A2	16	Marketing for Tourism 2B	MRT02B2	16
Tourism Planning 2A	TOS22A2	16	Sustainable and Responsible Tourism 2B	TOS22B2	16
Events Management 2A	EVT02A2	12	Events Management 2B	EVT02B2	12
Management and Human Resources 2A	TTM22A2	16	Financial Management Component 2B	TTM22B2	16
	4 Semester Modules	60 Credits		4 Semester Modules	60 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Destination Development 3A	TOS33A3	16	Work Integrated Learning 3	WIL3BB2	40
Research for Tourism Development 3A	RTD33A3	16			
Travel and Tourism Management 3A	TTM33A3	20			
World Destinations 3A	WLD33A2	16			
Tourism and Information Technology 3A	TNT33A3	20			
	5 Semester modules	88 Credits		1 Semester module	40 Credits

WORK INTEGRATED LEARNING

Work-integrated learning takes place with an approved tourism unit in the module Work Integrated Education 3. In order to do work-integrated learning, students must have successfully completed 1st and 2nd year Modules.

PROMOTION REQUIREMENTS

Students are promoted:

To the second year of study if they have passed 6 modules in the first year.

CONTINUATION OF STUDIES

- Students must reapply for **continuation of studies** if they fail to pass the following modules: Tourism System 1A (TOS11A2) and Impact of Tourism 1B (TOS11B2), and /or Travel and Tourism Management 1A (TTM11A2) and Travel and Tourism Management 1B (TTM11B2), Introduction to Tourism Marketing 1A (ITM01A1) and Introduction to Tourism Marketing 1B (ITM01B2).
- Subject to a selection process, consider students who have passed both Short Learning Programmes (Introduction to Tourism (S34H5Q) and Introduction to Tourism Management Functions (S34H6Q) within one academic year, and with an average of 60% will also be considered. Furthermore, students must meet the applicable minimum entry requirements to be considered for articulation into the second year of the Diploma (Tourism Management) (D34TMQ).

CBE.35 DIPLOMA IN TRANSPORTATION MANAGEMENT

(D34TRQ)

FULL-TIME

NQF LEVEL: 6

NQF CREDITS: 374

PURPOSE

The purpose of the qualification is to provide qualifying students with applied competencies in understanding and interpreting transportation operational and tactical functions within the transport sector, for both freight and passenger. Students will also be equipped with the knowledge and skills required to respond to contemporary and future business and social needs, in keeping with national and global statutory, ethical, and sustainability considerations.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business and Administrative Communication 1A	BBA1AA1	16	Business and Administrative Communication 1B	BBA1BB1	16
Business Management 1A	BMA01A1	12	Business Management 1B	BMA01B1	12
End-User Computing 1A*	EUC01A1	16	End-User Computing 1B**	EUC01B1	16
End-User Computing RPL	EUC01AR	16	End-User Computing RPL	EUC01BR	16
Transportation 1A	TRA01A1	16	Transportation 1B	TRA01B1	16
	4 Semester Modules	60 Credits		4 Semester Modules	60 Credits

* EUC01AR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1) and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected as such on the students academic transcript.

** EUC01BR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1B (EUC01B1). On passing this RPL assessment with a final mark of at least 65%, the student would have proved that (s)he has the required expertise needed for EUC01B1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01B1 (the academic module) as well as EUC01BR (the RPL exam). On passing the RPL assessment (EUC01BR) with 65% (s)he will be granted exemption for the module (EUC01B1). If a student fails, the RPL assessment (EUC01BR) (s)he will remain registered for EUC01B1. The fee, as approved per year, is linked to the RPL assessment (EUC01BR). If a student passes the RPL assessment (EUC01BR) (s)he will be exempted from the module (EUC01B1) and the module fee for EUC01B1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01BR), it will be reflected as such in the student's academic transcript.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Accountancy Skills 1A	AAS1AA1	15	Applied Accountancy Skills 1B	AAS1BB1	15
Business Management 2A	BMA02A2	16	Business Management 2B	BMA02B2	16
Fleet Management 2A	FTM02A2	16	Fleet Management 2B	FTM02B2	16
Transportation 2A	TRA02A2	16	Transportation 2B	TRA02B2	16
	4 Semester Modules	63 Credits		4 Semester Modules	63 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Data Analysis Transport 3A	DAT03A3	16	Data Analysis Transport 3B	DAT03B3	16
Business Management 3A	BMA03A3	16	Business Management 3B	BMA03B3	16
Transport Operations Management 3A	TOM03A3	16	Transport Operations Management 3B	TOM03B3	16
Transportation 3A	TRA03A3	16	Transportation 3B	TRA03B3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

PROMOTION REQUIREMENTS

Students are promoted:

- Students are promoted to the second year of study if they have passed 6 semester modules.
- Students are promoted to the third year of study if they have passed 6 semester modules or a minimum of 12 semester modules.
- Students must pass all pre-requisite offerings where applicable before progressing to the next semester.

CONTINUATION OF STUDIES

- Students must reapply for continuation of studies if they fail to pass one of the following modules: Business Management 1A and 1B, Transportation 1A and 1B.
- Students must pass Transportation 1A and 1B before they can continue with Transportation 2A and 2B.
- Students must pass Transportation 2A and 2B before they can continue with Transportation 3A and 3B.
- Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to the maximum number of modules allowed in one year.
- Students may only register twice per module, i.e. first registration plus one repeat, limited to a maximum of 6 modules per semester in any one year of study.

**CBE.36 ALPHABETICAL LIST OF MODULE CODES, MODULE NAME, AND PREREQUISITES
FOR DIPLOMAS**

MODULE CODE	MODULE NAME	PREREQUISITE
AAS1AA1	Applied Accounting Skills 1A	
AAS1BB1	Applied Accounting Skills 1B	
ACS1AA1	Active Citizenship 1A	
AFRINY1	African Insights	
AAS1AA1	Applied Accountancy Skills 1A	
AAS1BB1	Applied Accountancy Skills 1B	
ABL1AA1	Applied Business Literacy 1A	
ABL1BB1	Applied Business Literacy 1B	
AI4IR00	Artificial Intelligence in the 4IR	
AIC22A2	Auditing and Internal Control 2A	
AIC22B2	Auditing and Internal Control 2B	AIC22A2-Couplet - 40%
AIC33A3	Auditing and Internal Control 3A	AIC22A2, AIC22B2
AIC33B3	Auditing and Internal Control 3B	AIC22A2, AIC22B2 -40%
BOP22B2	Banking Operations 2B	
BAY01A1	Business Analysis 1A	
BAY01B1	Business Analysis 1B	BAY01A1
BAY02A1	Business Analysis 2A	BAY01B1
BAY02B1	Business Analysis 2B	BAY02A1
BAY03A1	Business Analysis 3A	BAY02B1
BAY03B1	Business Analysis 3B	BAY03A1
BBA1AA1	Business and Administrative Communication 1A	
BBA1BB1	Business and Administrative Communication 1B	
DI1401	Business Information Technology	
BUS41A1	Business Law 1A	
BUL41B1	Business Law 1B	
BMA01A1	Business Management 1A	
BMA01B1	Business Management 1B	
BMA02A2	Business Management 2A	BMA01A1, BMA01B1
BMA02B2	Business Management 2B	BMA01A1, BMA01B1
BMA03A3	Business Management 3A	
BMA03B3	Business Management 3B	
COS1AA1	Communication 1	
ATK1AA1	Communication 1A	
ATK1BB1	Communication 1B	
CMN02A1	Communication Networks 2A	
CMN02B1	Communication Networks 2B	CMN02A1
CMN03A1	Communication Networks 3A	CMN02B1
CMN03B1	Communication Networks 3B	CMN03A1
CAS01B1	Computer Application for Tourism and Hospitality 1B	
CAS01BR	Computer Applications for Tourism and Hospitality 1B (RPL Test)	
CBR01A1	Consumer Behaviour A	
CBR01B1	Consumer Behaviour B	
CNA11A1	Cost and Management Accounting 1A	
CNA22B2	Cost and Management Accounting 2B	CNA11A1
CNA33A3	Cost and Management Accounting 3A	CNA22B2

MODULE CODE	MODULE NAME	PREREQUISITE
CNA33B3	Cost and Management Accounting 3B	CNA22B2
CRC11A1	Credit Control 1A	
CRC11B1	Credit Control 1B	
DAL03A3	Data Analysis Logistics 3A	
DAL03B3	Data Analysis Logistics 3B	
DAT03A3	Data Analysis Transport 3A	
DAT03B3	Data Analysis Transport 3B	
TOS33A3	Destination Development 3A	TOS22A2, TOS22B2
DSW01A1	Development Software 1A	
DSW01B1	Development Software 1B	DSW01A1
DSW02A1	Development Software 2A	DSW01B1
DSW02B1	Development Software 2B	DSW02A1
DSW03A1	Development Software 3A	DSW02B1
DSW03B1	Development Software 3B	DSW02B1
ECO11A1	Economics 1A	
ECO11B1	Economics 1B	
EMR01A1	Employment Relations 1A	
EMR01B1	Employment Relations 1B	
ERC33A3	Employment Relations Collective Bargaining	
ERD33B3	Employment Relations Dispute Resolution	ERL02B2
ERL02B2	Employment Relations Legislative Framework	
EUC01AR	End-User Computing 1A (RPL Test)	
EUC01A1	End-User Computing 1A (Semester 1)	
EUC01BR	End-User Computing 1B (RPL Test)	
EUC01B1	End-User Computing 1B (Semester 2)	
EUC01A1	End-User Computing 1A	
EUC01B1	End-User Computing 1B	
PME1AA1	English 1A	
PME1BB1	English 1B	
ENG0CA1	English 1C	
ENG0DB1	English 1D	
RET1AA1	English A	
RMM1AA1	English 1A (Marketing Module)	
RET1BB1	English B	
RMM1BB1	English 1B (Marketing Module)	
EGS01A1	Entrepreneurial Growth Strategies A	
EGS01B1	Entrepreneurial Growth Strategies B	
ESI03YC	Entrepreneurial Strategy Implementation	ENT02A2, ENT02B2
ENT01A1	Entrepreneurship 1A	
ENT01B1	Entrepreneurship 1B	
ENT02A2	Entrepreneurship 2A	ENT01A1, ENT01B1
ENT02B2	Entrepreneurship 2B	ENT01A1, ENT01B1
ENT03A3	Entrepreneurship 3A	ENT02A2, ENT02B2
ENT03B3	Entrepreneurship 3B	ENT02A2, ENT02B2
EVT02A2	Event Management 2A	EVT01A1 & EVT01B1
EVT02B2	Event Management 2B	EVT01A1 & EVT01B1
EVT01A1	Events Management 1A	
EVT01B1	Events Management 1B	
FAC11A1	Financial Accounting 1A	
FAC11B1	Financial Accounting 1B	FAC11A1 – 40%

MODULE CODE	MODULE NAME	PREREQUISITE
FAC22A2	Financial Accounting 2A	FAC11A1, FAC11B1
FAC22B2	Financial Accounting 2B	FAC11A1, FAC11B1 FAC22A2 – 40%
FAC33A3	Financial Accounting 3A	FAC22A2, FAC22B2
FAC33B3	Financial Accounting 3B	FAC22A2, FAC22B2 FAC33A3 – 40%
FMN11B1	Financial Management 1B	
FMN22A2	Financial Management 2A	FMN11B1
TTM22B2	Financial Management Component 2B	TTM11A2, TTM11B2
FMR33A3	Financial Market Regulatory Environment 3A	
FMR33B3	Financial Market Regulatory Environment 3B	
FPO33B3	Financial Planning Operations 3B	
FSA22A2	Financial Services Analysis 2A	
FSC11A1	Financial Services Computing 1A	
FSC11AR	Financial Services Computing 1A (RPL Test)	
FSE11A1	Financial Services Economics 1A	
FSE11B1	Financial Services Economics 1B	
FSO22A2	Financial Services Operations 2A	
FSO22B2	Financial Services Operations 2B	FSO22A2, 40%
FSO33A3	Financial Services Operations 3A	FSO22A2 – FSO22B2
FSO33B3	Financial Services Operations 3B	FSO22A2 – FSO22B2
FSP33A3	Financial Services Preparations 3A	
FMT02A2	Fleet Management 2A	
FMT02B2	Fleet Management 2B	
FBF01Y1	Food and Beverage Financials 1	
FBF02Y2	Food and Beverage Financials 2	FBF01Y1
FBF03A3	Food and Beverage Financials 3A	FBF02Y2
FBVL3A3	Food and Beverage Laws 3A	
FBO02A2	Food and Beverage Operations 2A	
FBO02B2	Food and Beverage Operations 2B	
FDB03A3	Food and Beverage Operations 3A	
FBV01Y1	Food and Beverage Service 1 (Theory and Practical)	
FBV02Y2	Food and Beverage Service 2 (Theory and Practical)	FBV01Y1
FRP10Y1	Fundamental Research Practice	
FBM10Y1	Fundamentals of Business Mathematics	
FFS11A1	Fundamentals of Financial Services 1A	
GTP01Y1	Gastronomy 1 (Theory and Practical)	
GTP02Y2	Gastronomy 2 (Theory and Practical)	GTP01Y1
GST03Y3	Gastronomy 3A (Theory)	GTN02Y2
GTM01A1	Global Tourism 1A	
HOP03B3	Hospitality Operational Practice 3	
TOS11B2	Impact of Tourism 1B	
IFS01A1	Information Systems 1A	
IFS01B1	Information Systems 1B	IFS01A1
IFS02A1	Information Systems 2A	IFS01B1
IFS02B1	Information Systems 2B	IFS02A1
IFS03A1	Information Systems 3A	IFS02B1
IFS03B1	Information Systems 3B	IFS03A1
IBM01B1	Introduction to Business Management 1B	
ITP33A3	Introduction to Payroll 3A	

MODULE CODE	MODULE NAME	PREREQUISITE
ITM01A1	Introduction to Tourism Marketing 1A	
ITM01B1	Introduction to Tourism Marketing 1B	
LLA41A1	Labour Law 1A	
LLA41B1	Labour Law 1B	
LRL03A3	Labour Relations and Law 3A	
LRL03B3	Labour Relations and Law 3B	
LOG01A1	Logistics 1A	
LOG01B1	Logistics 1B	
LOG02A2	Logistics 2A	BMA01A1, BMA01B1, LOG01A1, LOG01B1
LOG02B2	Logistics 2B	BMA01A1, BMA01B1 LOG01AQ, LOG001B1
LOG03A3	Logistics 3A	LOG02A2, LOG2B2
LOG03B3	Logistics 3B	LOG02A2, LOG02B2
TTM22A2	Management and Human Resources 2A	TTM11A2, TTM11B2
MGS02B2	Management Skills 2B	MGS01A1, MGS01B1
MGS01A1	Management Skills 1A	
MGS01B1	Management Skills 1B	
MGS02A2	Management Skills 2A	MGS01A1, MGS01B1
MGS03A3	Management Skills 3A	MGS02A2, MGS02B2
BBE1AA0/ MAR01A1	Marketing 1A	
BBE1BB0/ MAR01B1	Marketing 2B	
MAR02A2	Marketing 2A	MAR01A1, MAR01B1
MAR02B2	Marketing 2B	MAR01A1, MAR01B1
MAR03A3	Marketing 3A	MAR02A2, MAR02B2
MAR03B3	Marketing 3B	MAR02A2, MAR02B2
MRC03A3	Marketing Communications 3A	
IDM03B3	Introduction to Digital Marketing 3B	
MRT02A2	Marketing for Tourism 2A	ITM01A1& ITM01B1
MRT02B2	Marketing for Tourism 2B	ITM01A1& ITM01B1
MRR03A3	Marketing Research 3A	
MRR03B3	Marketing Research 3B	
MATDCA1	Mathematics for Finance and Business 1A	
MATDCB1	Mathematics for Finance and Business 1B	MATDCA1
FTN7X06 FTNX07	Operations Management and Entrepreneurship	
PMI33B3	People Management in Practice	
PMP01A1	People Management Perspectives 1A	
PMP01B1	People Management Perspectives 1B	
PMP02A2	People Management Perspectives 2A	PMP0YA1, PMP0YB1 PMP01A1, PMP01B1
PMP02B2	People Management Perspectives 2B	PMP0YA1, PMP0YB1 PMP01A1, PMP01B1
PMP03A3	People Management Perspectives 3A	
PMP03B3	People Management Perspectives 3B	
S3PAO14	Personal Development Programme	
PRS01A1	Personal Selling 1A	
PRS0Y1B	Personal Selling 1B	
PRC02A2	Procurement 2A	BMA01A1, BMA01B1
PRC02B2	Procurement 2B	BMA01A1, BMA01B1

MODULE CODE	MODULE NAME	PREREQUISITE
PRC03A3	Procurement 3A	PRC02A2, PRC02B2
PRC03B3	Procurement 3B	PRC02A2, PRC02B2
STAQ1A1	Quantitative Techniques A	
STAQ1B1	Quantitative Techniques B	
RTD33A3	Research for Tourism Development 3A	
RTL1AA1	Retailing 1A	
RTL1BB1	Retailing 1B	
RTL2AA2	Retailing 2A	RTL1AA1, RTL1BB1
RTL2BB2	Retailing 2B	RTL1AA1, RTL1BB1
RTL03A3	Retailing 3A	RTL2AA2, RTL2BB2
PTL3BB3	Practical Retailing 3B	RTL2AA2, RTL2BB2
RFS22A2	Risk in Financial Services 2A	
RFS22B2	Risk In Financial Services 2B	
SMN03A3	Sales Management 3A	PRS01A1, PRSY1B
SMN03B3	Sales Management 3B	PRS01A1, PRSY1B
TOS22B2	Sustainable and Responsible Tourism 2B	TOS11A2, TOS11B2
SSW01A1	Systems Software 1A	
SSW01B1	Systems Software 1B	
TAX33A3	Taxation 3A	FAC11A1
TAX33B3	Taxation 3B	FAC11B1
TNT33A3	Tourism and Information Technology 3A	TRL22A2, TRL22B2
TOS22A2	Tourism Planning 2A	TOS11A2, TOS11B2
TOS11A2	Tourism System 1A	
TDP02A2	Training and Development Practices 2A	
TDP02B2	Training and Development Practices 2B	
TDP03A3	Training and Development Practices 3A	TDP02A2, TDP02B2
TDP03B3	Training and Development Practices 3B	TDP02B2, TDP02B2
TOM03A3	Transport Operations Management 3A	
TOM03B3	Transport Operations Management 3B	
TRA01A1	Transportation 1A	
TRA01B1	Transportation 1B	
TRA02A2	Transportation 2A	TRA01A1, TRA01B1 BMA01A1, BMA01B1
TRA02B2	Transportation 2B	TRA01A1, TRA01B1 BMA01A1, BMA01B1
TRA03A3	Transportation 3A	TRA02A2, TRA02B2
TRA03B3	Transportation 3B	TRA02A2, TRA02B2
TTM11A2	Travel and Tourism Management 1A	
TTM11B2	Travel and Tourism Management 1B	
TTM33A3	Travel and Tourism Management 3A	TTM22A2, TTM22B2
WRH03A3	Warehousing 3A	LOG02A2, LOG02B2
WRH03B3	Warehousing 3B	LOG02A2, LOG02B2
WIL3BB2	Work Integrated Learning 3	
WPP1YR1	Workplace Preparation	
WLD33A3	World Destination 3A	

CBE.37 ADVANCED DIPLOMA PROGRAMMES

The College of Business and Economics offers the following Advanced Diploma Programmes:

- Accountancy **** (ADIA01)
- Business Information Technology *(AIBITQ)
- Business Management ** (A34BMQ)
- Financial Management **** (ADFM01)
- Financial Markets *** (A3F17Q)
- Financial Markets (Fully Online) (A34FMP)
- Hospitality Management ** (A34HMQ)
- Logistics * (A34LGQ)
- Logistics (Fully Online) (A34LOP)
- Management ** (A34MGQ)
- Marketing * (A34MMQ)
- People Performance Management * (A34PPQ)
- Real Estate (Fully Online) (A34RAO)
- Retailing ** (A1DREQ)
- Tourism Management ** (A34TRQ)
- Transportation Management * (A34TMQ)
- Transportation Management (Fully Online) (A34TRP)

Information is obtainable from the relevant department.

Preparatory study and an entrance examination may be required by the relevant department.

Advanced Diplomas marked with an * are offered full-time or part-time on the **APB** Campus.

Advanced Diplomas marked with an ** are offered full-time on the **APB** Campus.

Advanced Diplomas marked with an *** are offered full-time or part-time on the **APK** Campus.

Advanced Diplomas marked with a **** are offered full-time on the **APK** campus.

(Subject to a minimum student intake)

Advanced Diplomas indicated as "(Fully Online)" mean that students do not have to come to campus.

CBE.38 ADVANCED DIPLOMA IN ACCOUNTANCY

(ADIA01)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 120

ADMISSION REQUIREMENTS

The entry requirements for the Advanced Diploma in Accountancy are a Diploma or National Diploma with Financial Accounting, Auditing or Internal Auditing and Taxation at a 3rd year level, and Grade 12 Mathematics with a minimum APS score of 4. Students who enrolled for a first-year Diploma in the former Faculty of Economic and Financial Sciences (FEFS) at the University of Johannesburg in 2015 or later, with an APS score below 4 for Mathematics or with Grade 12 Mathematic Literacy will only be considered after completion of the Mathematics for Finance and Business 1A and 1B modules. The Faculty of Science at the University of Johannesburg offers these modules to all first-year Diploma students.

Information is obtainable from the relevant School. Preparatory study and an entrance examination may be required by the relevant department.

PURPOSE

The purpose of the Advanced Diploma is to prepare the student for further learning in the fields of Accounting, Auditing, and Taxation. The programme will also prepare the student for the job market by enabling a student to apply integrated knowledge and advanced conceptual thinking Skills to complex problems in Accounting, Auditing, and Taxation.

CURRICULUM

CURRICULUM					
FIRST YEAR – FULL-TIME					
YEAR MODULES					
MODULE NAME			MODULE CODE		NQF CREDITS
Accounting			ADIA001		30
Taxation			ADIA002		30
Auditing			ADIA003		30
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Numeracy	ADIA004	15	Business Ethics and Citizenship	ADIA005	15
3 Year Modules and 2 Semester Modules					120 Credits

CBE.39 ADVANCED DIPLOMA IN BUSINESS INFORMATION TECHNOLOGY (A1BITQ)**FULL-TIME/PART-TIME****NQF LEVEL: 7****NQF CREDITS: 120****ADMISSION REQUIREMENTS**

Any appropriate bachelor's degree or 3-year Diploma in Information Technology, with at least 1 year of software development experience. Applicants need an average of at least 60% during their final year of study.

PURPOSE

The purpose of this qualification is to provide students with the knowledge and skills to develop software solutions to solve business problems effectively using the latest technologies. The Advanced Diploma in IT is designed to produce a diplomat with the theoretical and practical skill set to apply the latest technologies and tools when developing an optimal software solution for business.

CURRICULUM

FULL-TIME		
YEAR MODULE		
MODULE NAME	MODULE CODE	NQF CREDITS
Software Project	SWP01Y1	30
1 Year module		30 Credits
SEMESTER MODULES		
FIRST SEMESTER		SECOND SEMESTER

PART-TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Advanced Programming	APM11A1	15	Human Computer Interface	HCI21B1	15
Software Requirements	SRM11A1	15	Software Testing	SWT21B1	15
2 Semester modules		30 Credits	2 Semester modules		30 Credits

MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Advanced Business Analysis	ABA11A1	15	Human Computer Interface	HCI21B1	15
Advanced Database	ADB11A1	15	Software Testing	SWT21B1	15
Advanced Programming	APM11A1	15			
Software Requirements	SRM11A1	15			
	4 Semester modules	60 Credits		2 Semester modules	30 Credits

PART-TIME					
SECOND YEAR					
YEAR MODULE					
MODULE NAME		MODULE CODE		NQF CREDITS	
Software Project		SWP01Y1		30	
		1 Year module		30 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Advanced Database	ADB11A1	15			
Advanced Business Analysis	ABA11A1	15			
	2 Semester modules	30 Credits			

PROMOTION REQUIREMENTS

Students who fail more than two modules per year will not be allowed to continue with the programme.

CBE.40 ADVANCED DIPLOMA IN BUSINESS MANAGEMENT

(A34BMQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 120

ADMISSION REQUIREMENTS

An applicant must hold an appropriate NQF Level 6, 360 credits Diploma or an appropriate NQF Level 7, 360 credits Bachelor's Degree, with an average of 60% obtained for the modules in the exit level year of the diploma or degree.

PURPOSE

The purpose of the advanced diploma is to develop the applied and practical competencies of the student in the acquisition, understanding, and application of business management principles. It provides an applied focus in the field of Business Management to ensure that students have a deep and systematic understanding of current thinking, practice, theory, and methodology in the field.

CURRICULUM

FULL-TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Corporate Entrepreneurship	COE7XA1	12	Business Practice	BPR7XB1	12
Financial Management	FIM7XA1	12	Financial Management Aspects	FMA7XB1	12
General Management	GEM7XA1	12	International Management	INT01B1	12
Human Resources Management	HRE7XA1	12	Management Economics	MNE7XB1	12
Research Methodology: Management	RMD01A1	12	Strategic Management	STR7XB1	12
	5 Semester Modules	60 Credits		5 Semester Modules	60 Credits

CBE.41 ADVANCED DIPLOMA IN FINANCIAL MANAGEMENT

(ADFM01)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 120

ADMISSION REQUIREMENTS

The entry requirements for the Advanced Diploma in Financial Management are a Diploma or National Diploma with Financial Accounting and Management Accounting at a third-year level, and Grade 12 Mathematics with a minimum APS score of 4. Students, whom enrolled as a first year for a Diploma in the College of Business and Economics in 2015 or later, with an APS score below 4 for Mathematics or with Grade 12 Mathematic Literacy will only be considered after completion of the Mathematics for Finance and Business 1A and 1B modules offered by the Faculty of Science at the University of Johannesburg to all first year Diploma students.

PURPOSE

The purpose of the Advanced Diploma is to prepare Diploma or National Diploma students for further learning in the fields of Financial Management and Management Accounting. The programme will prepare the student for the job market by enabling them to apply integrated knowledge and advanced conceptual thinking Skills to innovatively solve complex problems in Financial Management.

CURRICULUM

FULL-TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Mathematics	ADFM001	15	Performance Management	ADFM005	20
Performance Operations	ADFM002	15	Financial Management	ADFM006	20
Financial Operations	ADFM003	15			
Enterprise Operations	ADFM008	15	Enterprise Management	ADFM009	20
	4 Semester Modules	60 Credits		3 Semester Modules	60 Credits

- Performance Operations (ADFM002) and Performance Management (ADFM005) are couplet modules.
- Financial Management (ADFM006) and Financial Operations (ADFM003) are couplet modules.

- Enterprise Operations (ADFM008) and Enterprise Management (ADFM009) are couplet modules.

CBE.42 ADVANCED DIPLOMA IN FINANCIAL MARKETS

(A3F17Q)

FULL-TIME/PART-TIME (CONTACT)

NQF LEVEL: 7

NQF CREDITS: 130

ADMISSION REQUIREMENTS

A student should have one of the following:

- NQF level 6 qualification with 3 years relevant work experience in financial markets; or
- NQF level 6 qualification in Finance; or
- 5 years' relevant work experience in financial markets.

PURPOSE

The purpose of the Advanced Diploma in Financial Markets is to develop the students' knowledge of the discipline of financial markets and trading. The programme comprises a focused curriculum to prepare the student for a career in financial markets. The curriculum includes ten topic areas ranging from Introduction to Financial Markets to Theory of Corporate Events to Trading in Financial Markets and Concluding Financial Market Transactions. Mastering of the curriculum will provide students with the ability to synthesise financial market principles and apply financial instruments in a professional manner. Fundamental knowledge of global investments relevant to the financial market industry will be gained, enabling the qualifying student to work in today's world of professional financial markets industry. The programme emphasises competence, integrity, and application of ethics in a professional environment. The successful student will gain a global and South African financial market perspective and an in-depth understanding of the marketplace, which will provide them with a competitive advantage for employment.

CURRICULUM

FULL-TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Financial Mathematics* (Including an exemption exam)	A3FAF7X	10	Application of Corporate Events	A3FCE7X	20
Financial Planning and Taxation	A3FPT7X	25	Financial Markets Transactions	A3FFM7X	25
Introduction to Financial Markets	A3FIF7X	25	Trading in Financial Markets	A3FTF7X	25
	3 Semester Modules	60 Credits		3 Semester Modules	70 Credits

* Students are allowed to write a 'Recognition of prior learning (RPL)' assessment for Applied Financial Mathematics (AFM1CP1). On passing this RPL assessment, the student would have proved that they have the required expertise needed for AFM1CP1 and will therefore be granted a credit for the module.

If a student fails, the RPL exam (s)he will remain registered for AFM1CP1. No fee is attached to the RPL assessment. If a student passes the RPL assessment (s)he will be exempted from the module AFM1CP1.

E.43 ADVANCED DIPLOMA IN FINANCIAL MARKETS

(A34FMP)

FULLY ONLINE

NQF LEVEL: 7

NQF CREDITS: 130

All fully online programmes use the "carousel model" of enrolment, using six cohorts of enrolment, with two modules offered in each cohort. This model enables six student intakes per year. The model has been designed to allow students to start in any given term.

ADMISSION REQUIREMENTS

The admission requirements for this programme will adhere to the University of Johannesburg's Policy for Admission and Selection, which is current at the time of registration for this programme.

A student should have one of the following:

- NQF level 6 qualification with 3 years' relevant work experience in financial markets; or
- NQF level 6 qualification in Finance; or
- 5 years' relevant work experience in financial markets.

PURPOSE

The purpose of the Advanced Diploma in Financial Markets (via online education) is to develop the students' knowledge of the discipline of financial markets and trading. The programme comprises a focused curriculum to prepare the student for a career in financial markets. Mastering the curriculum will provide students with the ability to synthesise financial market principles and professionally apply financial instruments. Fundamental knowledge of global investments relevant to the financial market industry will be gained, enabling the qualifying student to work in today's world of professional financial markets industry. The programme emphasises competence, integrity, and the application of ethics in a professional environment. The successful student will gain a global and South African financial market perspective and an in-depth understanding of the marketplace, which will provide them with a competitive advantage for employment.

CURRICULUM

MODULE CODE	MODULE NAME	MODULE CREDITS
AFM1CC1*	Applied Financial Mathematics (Includes exemption exam) *	10
IFM1CC1	Introduction to Financial Markets 1	25
IFM2CC1	Introduction to Financial Markets 2	
FPT1CC1	Financial Planning and Taxation Part 1	25
FPT2CC1	Financial Planning and Taxation Part 2	
TFM1CC1	Trading in Financial Markets 1	25
TFM2CC1	Trading in Financial Markets 2	
FMT1CC1	Financial Markets Transactions 1	25
FMT2CC1	Financial Markets Transactions 2	
ACE1CC1	Application of Corporate Events 1	20
ACE2CC1	Application of Corporate Events 2	
TOTAL CREDITS		130

ADVANCED DIPLOMA IN FINANCIAL MARKETS - 2026 CAROUSEL OFFERING

INTAKE	MODULE CODE	MODULE NAME	MODULE CREDIT
D1 – 12 Jan 2026	ACE1CC1	Application of Corporate Events Part 1	10
	ACE2CC1	Application of Corporate Events Part 2	10
D2 – 9 March 2026	FPT1CC1	Financial Planning and Taxation Part 1	13
	FPT2CC1	Financial Planning and Taxation Part 2	12
	AFM1CC1	Applied Financial Mathematics (Includes exemption exam)	10
D3 – 4 May 2026	IFM1CC1	Financial Markets Transactions Part 1	13
	IFM2CC1	Financial Markets Transactions Part 2	12
D4 – 29 June 2026	IFM1CC1	Introduction to Financial Markets Part 1	13
	IFM2CC1	Introduction to Financial Markets Part 2	12
	AFM1CC1	Applied Financial Mathematics (Includes exemption exam)	10
D5 – 24 Aug 2026	TFM1CC1	Trading in Financial Markets Part 1	13
	TFM2CC1	Trading in Financial Markets Part 2	12
D6 – 19 Oct 2026	ACE1CC1	Application of Corporate Events Part 1	10
	ACE2CC1	Application of Corporate Events Part 2	10
	AFM1Cc1		

- * Students are allowed to write a 'Recognition of prior learning (RPL)' assessment for Applied Financial Mathematics (AFM1CC1). On passing this RPL assessment, the student would have proved that (s)he has the required expertise needed for (AFM1CC1) and will therefore be granted a credit for the module (AFM1CC1).

If a student fails, the RPL exam (s)he will remain registered for AFM1CC1. No fee is attached to the RPL assessment. If a student passes the RPL assessment (s)he will be exempted from the module (AFM1CC1).

CBE.44 ADVANCED DIPLOMA IN HOSPITALITY MANAGEMENT

(A34HMQ)

FULL-TIME/PART-TIME

NQF LEVEL: 7

NQF CREDITS:120

ADMISSION REQUIREMENTS

The minimum admission requirements for the Advanced Diploma (Hospitality Management) are a Diploma in Food and Beverage Operations or a National Diploma in Hospitality Management, both at NQF Level 6. Applicants with any other Hospitality Management or Food and Beverage Operations related Diploma with a minimum (at of NQF Level 6) will also be considered. A minimum of 60% for the combined third-year modules, for only NQF level 6 qualification, is required.

PURPOSE

The purpose of the programme is to provide students with an academic learning opportunity to enter the hospitality industry at a middle management level, able to utilise and apply critical thinking skills and problem-solving techniques. The student should be able to demonstrate and understand how to plan, organise, lead, and control initiatives in hospitality management and hospitality operations; skills in revenue management thinking; apply marketing and human resource management principles; understand supply chain and logistics, and differentiate and apply different research methodologies within tourism and hospitality settings.

CURRICULUM

FULL-TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Introduction to Research Methodology: Tourism Management	IRM7XA1	20	Contemporary Tourism and Hospitality Marketing	CTH7XB2	20
Revenue Management in Hospitality	RMH7XA1	20	Strategic Tourism and Hospitality Management	STH7XB2	20
Special Interest Tourism	SIT7XA1	20	Choose one of the following electives:		
			Hospitality Logistics and Supply Chain Management	HLM7XB2	20
			Sociology of Food and Beverage	SFB7XB2	20
	3 Semester Modules	60 Credits		3 Semester Modules	60 Credits

PART-TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Introduction to Research Methodology: Tourism Management	IRM7XA1	20	Contemporary Tourism and Hospitality Marketing	CTH7XB2	20
Revenue Management in Hospitality	RMH7XA1	20	Strategic Tourism and Hospitality Management	STH7XB2	20
	2 Semester Modules	40 Credits		2 Semester Modules	40 Credits

PART TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Special Interest Tourism	SIT7XA1	20	Choose one of the following electives:		
			Hospitality Logistics and Supply Chain Management	HLM7XB2	20
			Sociology of Food and Beverage	SFB7XB2	20
	1 Semester Modules	20 Credits		1 Semester Modules	20 Credits

CBE.45 ADVANCED DIPLOMA IN LOGISTICS

(A34LGQ)

FULL-TIME/PART-TIME

NQF LEVEL: 7

NQF CREDITS:128

ADMISSION REQUIREMENTS

The entry requirements for the Advanced Diploma in Logistics are a relevant three-year NQF Level 6 qualification with Logistics as specialisation. Alternatively, an applicant must have completed the UJ Bridging Programme into the Advanced Diploma in Logistics.

SELECTION CRITERIA

A minimum of 60% as an average for the combined third-year modules, with a minimum final mark of 65% in the major, Logistics, is required.

Or

The UJ Bridging Programme into the Advanced Diploma in Logistics with a minimum final mark of 65% in each of the modules.

All applications will be subject to a selection process due to space constraints. The outcome of the selection process may require that an applicant complete the UJ Bridging Programme into the Advanced Diploma in Logistics before admission to the Advanced Diploma in Logistics qualification can be considered.

PURPOSE

The purpose of the Advanced Diploma in Logistics is to provide both theoretical knowledge and practical skills in the field of Logistics Management to prospective students who are currently middle managers or aspire towards middle management, so that they can apply the principles of Logistics Management in their working environment.

CURRICULUM

FULL TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Logistics Processes and Practices	LPP01A1	16	Applied Logistics Processes and Practices	ALP01B1	16
Procurement	PRO01A1	16	Global Supply Chain Management	GSC01B1	16
Project Management	PRM01A1	16	Quantitative Techniques	QAN01B1	16
Research Methodology: Logistics	RML01A1	16	Logistics Research Project	LRP01B1	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

PART-TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Logistics Processes and Practices	LPP01A1	16	Quantitative Techniques	QAN01B1	16
Research Methodology: Logistics	RML01A1	16	Logistics Research Project	LRP01B1	16
	2 Semester Modules	32 Credits		2 Semester Modules	32 Credits

PART-TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Procurement	PRO01A1	16	Applied Logistics Processes and Practice	ALP01B1	16
Project Management	PRM01A1	16	Global Supply Chain Management	GSC01B1	16
	2 Semester Modules	32 Credits		2 Semester Modules	32 Credits

CBE.46 ADVANCED DIPLOMA IN LOGISTICS**(A34LOP)****FULLY ONLINE****NQF LEVEL: 7****NQF CREDITS: 128**

All fully online programmes use the “carousel model” of enrolment, using six cohorts of enrolment. This model enables six student intakes per year. The model has been designed to allow students to start in any given term.

ADMISSION REQUIREMENTS

The entry requirements for the Advanced Diploma in Logistics are a relevant three-year NQF Level 6 qualification with both Logistics and Purchasing as major modules. A minimum of 60% as an average for the

combined third-year modules, with a minimum final average mark of 65% in each of the majors, Logistics and Purchasing, is required.

Alternatively, an applicant must have completed the UJ Bridging Programme into the Advanced Diploma in Logistics with a minimum final average mark of 65% in each of the modules. All applications will be subject to a selection process. The outcome of the selection process may require that an applicant complete the UJ Bridging Programme into the Advanced Diploma in Logistics before admission to the Advanced Diploma in Logistics qualification can be considered.

PURPOSE

The purpose of the Advanced Diploma in Logistics is to provide both theoretical knowledge and practical skills in the field of Logistics Management to prospective students who are currently middle managers, or aspire towards middle management, so that they can apply the principles of Logistics Management in their working environment.

CURRICULUM

MODULE CODE	MODULE NAME	MODULE CREDIT
ALP1CP1	Applied Logistics Processes and Practices	16
GSC1CP1	Global Supply Chain Management	16
LPP1CP1	Logistics Processes and Practices	16
LRP1CP1	Logistics Research Project	16
PRO1CP1	Procurement	16
PRM1CP1	Project Management	16
QAN1CP1	Quantitative Techniques	16
RML1CP1	Research Methodology: Logistics	16
RMT1CP1	Research Methodology: Transport	16
	TOTAL CREDITS	128

ADVANCED DIPLOMA IN LOGISTICS MANAGEMENT (A34LOP) - 2026 CAROUSEL

Intake	Module Code	Module Name	Module Credit
D1 – 8 Jan	RMT1CP1	Research Methodology Logistics	16
	TRP1CP1	Logistics Research Project	16
	QAN1CP1	Quantitative Techniques	16
D2 – 4 March	RML1CP1	Research Methodology Logistics	16
	ALP1CP1	Applied Logistics Processes and Practices	16
	PRO1CP1	Procurement	16
D3 – 29 April	RML1CP1	Research Methodology Logistics	16
	LRP1CP1	Logistics Research Project	16
	PRM1CP1	Project Management	16
D4 – 24 June	RML1CP1	Research Methodology Logistics	16
	ALP1CP1	Applied Logistics Processes and Practices	16
	LPP1CP1	Logistics Processes and Practices	16
D5 – 19 Aug	RML1CP1	Research Methodology Logistics	16
	LRP1CP1	Logistics Research Project	16
	GSC1CP1	Global Supply Chain Management	16
D6 – 14 Oct	RML1CP1	Research Methodology Logistics	16
	ALP1CP1	Applied Logistics Processes and Practices	16
	QAN1CP1	Quantitative Techniques	16

CBE.47 ADVANCED DIPLOMA IN MANAGEMENT**(A34MGQ)****FULL-TIME****NQF LEVEL: 7****NQF CREDITS: 120****ADMISSION REQUIREMENTS**

An applicant must hold a Diploma in Management or an appropriate NQF level 6, 360 credit Diploma or appropriate NQF level, 360 credits Bachelor's Degree specialising in Management with an average of 60%.

PURPOSE

The purpose of the Advanced Diploma in Management is to develop the applied and practical competencies of the student in the acquisition, understanding and application of strategic management principles. It provides an intensive, focused and applied specialisation within the field of management to ensure that students have a deep and systematic understanding of current thinking, practice, theory and methodology in the field of strategic management.

CURRICULUM

FULL-TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Management A	FMA01A1	12	Financial Management B	FMA01B1	12
Operations Management	OPS01A1	12	International Management	INT01B1	12
Research Methodology: Management	RMD01A1	12	Management Practice	MNP01B1	24
Risk Management	RIM01A1	12	Project Management	PJM01B1	12
Strategic Management	STR01A1	12			
	5 Semester Modules	60 Credits		4 Semester Modules	60 Credits

CBE.48 ADVANCED DIPLOMA IN MARKETING**(A34MMQ)****FULL-TIME/PART-TIME****NQF LEVEL: 7****NQF CREDITS: 120****ADMISSION REQUIREMENTS**

An applicant must hold an appropriate Diploma at NQF level 6 (360 minimum total credits) with a 60% pass average in all Marketing modules at NQF level 6. Marketing-related work experience may be considered. Students may be interviewed.

PURPOSE

The purpose of the Advanced Diploma in Marketing is to provide students with contemporary, intensive, focused and applied competencies in the multidisciplinary field of marketing to enter the field of commerce and industry as middle-level marketing practitioners.

The student will be able to ascertain current and emerging trends in marketing practice and apply financial, information technology, and entrepreneurial skills to marketing planning. Students will be equipped with the skills of planning, organising, leading and controlling entrepreneurial initiatives in marketing, and differentiate and apply different research methodologies within a marketing environment.

CURRICULUM

FULL-TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting and Finance for Management A	AFM7XA1	12	Accounting and Finance for Management B	AFM7XB1	12
Applied Marketing Research A	APP7XA1	16	Applied Marketing Research B	APP7XB1	16
Digital Marketing	DIM7XA1	12	Brand Management	BRM7XB1	12
Entrepreneurial Marketing	ENM7XA1	12	Marketing to African Markets	MAM7XB1	12
Strategic Marketing	SMA7XB1	16			
	5 Semester Modules	68 Credits		4 Semester Modules	52 Credits

PART-TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting and Finance for Management A	AFM7XA1	12	Accounting and Finance for Management B	AFM7XB1	12
Applied Marketing Research A	APP7XA1	16	Applied Marketing Research B	APP7XB1	16
	2 Semester Modules	28 Credits		2 Semester Modules	28 Credits

PART TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Digital Marketing	DIM7XA1	12	Brand Management	BRM7XB1	12
Entrepreneurial Marketing	ENM7XA1	12	Marketing to African Markets	MAM7XB1	12
Strategic Marketing	SMA7XB1	16			
	3 Semester Modules	40 Credits		2 Semester Modules	24 Credits

ADMISSION REQUIREMENTS

A minimum average of 60% in a Diploma or Bachelor's Degree in Human Resource Management. Applicants with a minimum average of 60% in any other business-related Diploma or Degree at a minimum of NQF level 6 will be considered, if they have relevant HR work experience (Minimum 5 years of HR work experience).

PURPOSE

The purpose of the advanced diploma is to offer a focused and applied specialisation in performance analytics, total remuneration, and people management modules appropriate to the needs of South Africa and other emerging economies. The programme prepares students to operate at a specialist transactional level, utilising tactical strategy in operational settings. Students would be enabled to interpret the implications of HR decisions on organisational and employee performance and provide suggestions, recommendations, and managerial implications on such matters. The programme prepares students for Postgraduate study in Human Resource Management at either a Postgraduate Diploma or an Honours degree level.

CURRICULUM

FULL TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Human Resource Analytics A	HRA7XA1	12	Performance Analytics B	PAB7XB1	12
Human Resource Management	HRM7XA1	12	Managing Human Resource Development	MHR7XA2	12
Performance Management A	PMA7XA1	12	Performance Management B	PMA7XB2	12
Remuneration A	RMA7XA1	12	Employee Relations	EMR7XB2	12
Research Methodology: Management	RMD01A1	12	Strategic Management	STR7XB1	12
	5 Semester modules	60 Credits		5 Semester modules	60 Credits

PART TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Human Resource Management	HRM7XA1	12	Employee Relations	EMR7XB2	12
Performance Management A	PMA7XA1	12	Performance Management B	PMA7XB2	12
	2 Semester modules	24 Credits		2 Semester modules	24 Credits

PART TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Human Resource Analytics A	HRA7XA1	12	Performance Analytics B	PAB7XB1	12
Remuneration A	RMA7XA1	12	Managing Human Resource Development	MHR7XA2	12
Research Methodology: Management	RMD01A1	12	Strategic Management	STR7XB1	12
	3 Semester modules	36 Credits		3 Semester modules	36 Credits

PROMOTION REQUIREMENTS

This is a one-year qualification. Part-time students need to pass a minimum of 3 first-year modules to continue to the second year of study. Part-time students must reapply for continuation of studies if they fail to pass a cumulative number of at least 3 modules after the first year of part-time study.

CBE.50 ADVANCED DIPLOMA IN REAL ESTATE

(A34RAO)

FULLY ONLINE

NQF LEVEL: 7

NQF CREDITS: 130

ADMISSION REQUIREMENTS

The admission requirements for this programme will adhere to the University of Johannesburg's Policy for Admission and Selection.

An applicant should have one of the following:

- National Diploma Real Estate qualification on the old NQF level 6; or
- an applicant should possess any other qualification on a New NQF level 7/Old NQF level 6 and have related real estate-oriented experience, which is deemed applicable by the Department of Finance and Investment Management;
- For acceptance into the programme, preparatory study, an entrance course, and examination may be required by the Department of Finance and Investment Management;
- Selection is based on academic merit and the availability of places, and hence may entail the use of additional criteria/requirements; and
- Final admission requirements will, from time to time, be set by the department.

PURPOSE

The purpose of the Advanced Diploma in Real Estate (via distance education) is to develop the students' knowledge of the discipline of real estate. The programme comprises a focused curriculum to prepare the student for a career in real estate. Mastering of the curriculum will provide students with the ability to synthesise real estate market principles and apply valuation approaches in a professional manner. Fundamental knowledge of real estate relevant to the real estate industry will be gained, enabling the qualifying student to work in today's world as a real estate professional. The programme emphasises competence, integrity, and the application of ethics in a professional environment. The successful student will gain a global and South African real estate perspective and an in-depth understanding of the real estate industry, which will provide them with a competitive advantage for employment.

CURRICULUM

FULL TIME					
FIRST YEAR					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Building Construction	BUC7XE1	15	Building Construction	BUC7XF2	15
Real Estate Management	REM7XF1	15	Real Estate Management	REM7XE2	15
Property Valuation A	PVA7XE1	15	Property Valuation B	PVA7XE2	15
Property Valuation A	PVA7XF1	15	Property Valuation B	PVA7XF2	15
Real Estate Law A	REL7XF1	15	Real Estate Law B	REL7XF2	15
Real Estate Law A	REL7XE1	15	Real Estate Law B	REL7XE2	15
Real Estate Finance and Investment A	REF7XF1	15	Real Estate Finance and Investment B	REF7XF2	15
Real Estate Finance and Investment A	REF7XE1	15	Real Estate Finance and Investment B	REF7XE2	15
Applied Financial Mathematics* (Includes an exemption exam)	AFM7XE1	10	Applied Financial Mathematics* (Includes an exemption exam)	AFM7XE2	10
	5 Modules	75 Credits		4 Modules	60 Credits

*The College allows students to write an assessment of skills exam for this module. On passing the assessment of skills exam, the student would have proved that (s)he has the required expertise for Applied Financial Mathematics and will therefore be granted a credit for the module.

If a student wishes to write the assessment of skills exam (s)he needs to register for this exam and will be debited for the relevant fees. On passing the assessment of skills exam, the student will be granted a credit for the module and will be credited with the relevant fee for the module. If a student fails, the assessment of skills exam (s)he will remain registered for the module and will not be refunded the fee for the module.

CBE.51 ADVANCED DIPLOMA IN RETAILING

(A1DREQ)

FULL-TIME/PART-TIME

NQF LEVEL: 7

NQF CREDITS: 126

ADMISSION REQUIREMENTS

An applicant must hold an appropriate Diploma or equivalent qualification at NQF level 6 or an appropriate Bachelor's degree on NQF 7.

PURPOSE

The purpose of the Advanced Diploma in Retailing is to develop the applied and practical competencies of the graduate in the acquisition, understanding, and application of retailing principles. It provides an intensive, focused, and applied specialisation within the field of Retail to ensure that students have a deep and systematic understanding of current thinking, practice, theory, and methodology in the field of Retail.

The Advanced Diploma in Retailing is designed to empower students to gain a set of skills, values, attitudes, and knowledge to enable them to:

- contribute to the development, growth, competitiveness, and sustainability of retail organisations;
- formulate, plan, strategise, execute, measure, and improve retail business processes, practices, systems, and solutions;
- contribute through sound research to the development of retail organisations, processes, systems, and solutions; and

- comply with good governance, strong ethical principles, and quality performance standards when implementing, managing, and improving retail business practices.

CURRICULUM

FULL TIME					
YEAR MODULE					
MODULE NAME		MODULE CODE		NQF CREDITS	
Applied Research for Retailing		ARR7X00		32	
		1 Year module		32 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Contemporary Retailing 1A	COR11A1	16	Contemporary Retailing 1B	COR21B1	16
Cost and Financial Management for Non-Financial Specialists 4A	CFM44A1	15	Cost and Financial Management for Non-Financial Specialists 4B	CFM44B2	15
Strategic Retailing 1A	STR12A1	16	Strategic Retailing 1B	STR22B2	16
	3 Semester modules	47 Credits		3 Semester modules	47 Credits

PART-TIME		
FIRST YEAR		
YEAR MODULE		
MODULE NAME	MODULE CODE	NQF CREDITS
Applied Research for Retailing	ARR7X00	32
	1 Year module	32 Credits

SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Contemporary Retailing 1A	COR11A1	16	Contemporary Retailing 1B	COR21B1	16
	1 Semester modules	16 Credits		1 Semester modules	16 Credits

PART TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Cost and Financial Management for Non-Financial Specialists 4A	CFM44A1	15	Cost and Financial Management for Non-Financial Specialists 4B	CFM44B2	15
Strategic Retailing 1A	STR12A1	16	Strategic Retailing 1B	STR22B2	16
	2 Semester modules	31 Credits		2 Semester modules	31 Credits

ADMISSION REQUIREMENTS

The minimum admission requirement for the Advanced Diploma in Tourism Management is an average of 60% in the third-year modules of a Diploma in Tourism Management or any other Tourism/Management-related Diploma at NQF Level 6.

PURPOSE

The purpose of this programme is to provide students with information and skills to operate and manage within an interdisciplinary tourism environment to demonstrate evidence of independent cognitive and applied research skills.

CURRICULUM

FULL TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Introduction to Research Methodology: Tourism Management	IRM7XA1	20	Contemporary Tourism and Hospitality Marketing	CTH7XB2	20
Special Interest Tourism	SIT7XA1	20	Strategic Tourism and Hospitality Management	STH7XB2	20
Tourism Development A	TDE7XA1	20	Tourism Development B	TDE7XB2	20
	3 Semester Modules	60 Credits		3 Semester Modules	60 Credits

PART-TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Introduction to Research Methodology: Tourism Management	IRM7XA1	20	Contemporary Tourism and Hospitality Marketing	CTH7XB2	20
Tourism Development A	TDE7XA1	20	Strategic Tourism and Hospitality Management	STH7XB2	20
	2 Semester Modules	40 Credits		2 Semester Modules	40 Credits

PART TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Special Interest Tourism	SIT7XA1	20	Tourism Development B	TDE7XB2	20
	1 Semester Module	20 Credits		1 Semester Module	20 Credits

CBE.53 ADVANCED DIPLOMA IN TRANSPORTATION MANAGEMENT

(A34TMQ)

FULL-TIME/PART-TIME

NQF LEVEL: 7

NQF CREDITS: 128

ADMISSION REQUIREMENTS

The entry requirements for the Advanced Diploma in Transportation Management are a relevant three-year NQF Level 6 qualification with Transportation as specialisation. Alternatively, an applicant must have completed the UJ bridging programme to enter the Advanced Diploma in Transportation Management.

SELECTION CRITERIA

A minimum of 60% as an average for the combined third-year modules, with a minimum final mark of 65% in the major, Transportation, is required.

or

The UJ Bridging Programme into the Advanced Diploma in Transportation Management with a minimum final mark of 65% in each of the modules.

All applications will be subject to a selection process due to space constraints. The outcome of the selection process may require that an applicant complete the UJ Bridging Programme into the Advanced Diploma in Transportation Management before admission to the Advanced Diploma in Transportation Management qualification can be considered.

PURPOSE

The purpose of the Advanced Diploma in Transportation Management is to provide both theoretical knowledge and practical skills in the field of Transportation Management to prospective students who are currently middle managers or aspire towards middle management, so that they can apply the principles of Transportation Management in their working environment.

CURRICULUM

FULL TIME					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Logistics Processes and Practices	LPP01A1	16	Applied Transport Processes and Practices	ATP01B1	16
Project Management	PRM01A1	16	Transport Operations and Costing	TOC01B1	16
Research Methodology: Transport	RMT01A1	16	Transport Planning and Management	TPM01B1	16
Transport Policy and Legislation	TPL01A1	16	Transport Research Project	TRP01B1	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

PART-TIME					
FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Logistics Processes and Practices	LPP01A1	16	Transport Planning and Management	TMP01B1	16
Research Methodology: Transport	RMT01A1	16	Transport Research Project	TRP01B1	16
	2 Semester Modules	32 Credits		2 Semester Modules	32 Credits
PART-TIME					
SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Transport Policy and Legislation	TPL01A1	16	Applied Transport Processes and Practices	ATP01B1	16
Project Management	PRM01A1	16	Transport Operations and Costing	TOC01B1	16
	2 Semester Modules	32 Credits		2 Semester Modules	32 Credits

CBE.54 ADVANCED DIPLOMA IN TRANSPORTATION MANAGEMENT

(A34TRP)

FULLY ONLINE

NQF LEVEL: 7

NQF CREDITS: 128

All fully online programmes use the “carousel model” of enrolment, using six cohorts of enrolment. This model enables six student intakes per year. The model has been designed to allow students to start in any given term.

ADMISSION REQUIREMENTS

The entry requirements for the Advanced Diploma in Transportation Management are a relevant three-year NQF Level 6 qualification with both Logistics and Transportation as major modules. A minimum of 60% as an average for the combined third-year modules, with a minimum final average mark of 65% in each of the majors, Logistics and Transportation, is required.

Alternatively, an applicant must have completed the UJ Bridging Programme into the Advanced Diploma in Transportation Management with a minimum final average mark of 65% in each of the modules.

All applications will be subject to a selection process and available space. The outcome of the selection process may require that an applicant complete the UJ Bridging Programme into the Advanced Diploma in Transportation Management before admission to the Advanced Diploma in Transportation Management qualification can be considered.

PURPOSE

The purpose of the Advanced Diploma in Transportation Management is to provide both theoretical knowledge and practical skills in the field of Transportation Management to students who are currently middle managers or aspire towards middle management, so that they can apply the principles of Transportation Management in their working environment.

CURRICULUM

MODULE CODE	MODULE NAME	MODULE CREDIT
RMT1CP1	Research Methodology: Transport	16
PRM1CP1	Project Management	16
LPP1CP1	Logistics Processes and Practices	16
TOC1CP1	Transport Operations and Costing	16
TPL1CP1	Transport Policy and Legislation	16
TPM1CP1	Transport Planning and Management	16
ATP1CP1	Applied Transport Processes and Practices	16
TRP1CP1	Transport Research Project	16
	TOTAL CREDITS	128

ADVANCED DIPLOMA IN TRANSPORTATION MANAGEMENT (A34TRP) 2026 CAROUSEL

INTAKE	MODULE CODE	MODULE NAME	MODULE CREDIT
D1 – 8 Jan	RMT1CP1	Research Methodology Transport	16
	TRP1CP1	Transport Research Project	16
	TPL1CP1	Transport Policy and Legislation	16
D2 – 4 March	RMT1CP1	Research Methodology Transport	16
	ATP1CP1	Applied Transport Processes and Practices	16
	TPM1CP1	Transport Planning and Management	16
D3 – 29 April	RMT1CP1	Research Methodology Transport	16
	TRP1CP1	Transport Research Project	16
	PRM1CP1	Project Management	16
D4 – 24 June	RMT1CP1	Research Methodology Transport	16
	ATP1CP1	Applied Transport Processes and Practices	16
	LPP1CP1	Logistics Processes and Practices	16
D5 – 19 Aug	RMT1CP1	Research Methodology Transport	16
	TRP1CP1	Transport Research Project	16
	TOC1CP1	Transport Operations and Costing	16
D6 – 14 Oct	RMT1CP1	Research Methodology Transport	16
	ATP1CP1	Applied Transport Processes and Practices	16
	TPL1CP1	Transport Policy and Legislation	16

CBE.55 ALPHABETICAL LIST OF MODULE CODES, MODULE NAME, AND PREREQUISITES FOR ADVANCED DIPLOMAS

MODULE CODE	MODULE NAME	PREREQUISITE
ACC41RA	4IR Accounting	
ADIA001	Accounting	
AFM7XA1	Accounting and Finance for Management A	
AFM7XB1	Accounting and Finance for Management B	
ABA11A1	Advanced Business Analysis	
ADB11A1	Advanced Database	
APM11A1	Advanced Programming	
A3FCE7X	Application of Corporate Events	
ACE1CC1	Application of Corporate Events 1	
ACE2CC1	Application of Corporate Events 2	
AF7XE1	Applied Financial Mathematics	
AFM7XE1	Applied Financial Mathematics (Includes exemption exam)	
AFM1CC1	Applied Financial Mathematics (Includes exemption exam)	
A3FAF7X	Applied Financial Mathematics (Includes exemption exam)	
ALP01B1	Applied Logistics Processes and Practices	

MODULE CODE	MODULE NAME	PREREQUISITE
ALP1CP1	Applied Logistics Processes and Practices	
APP7XA1	Applied Marketing Research A	
AMR7XB1	Applied Marketing Research B	
ARR7X00	Applied Research for Retailing	
ATP01B1	Applied Transport Processes and Practices	
ATP1CP1	Applied Transport Processes and Practices	
ADIA003	Auditing	
BRM7XB1	Brand Management	
BUC7XE1	Building Construction	
BUC7XF2	Building Construction	
ADIA005	Business Ethics and Citizenship	
BPR7XB1	Business Practice	
ADFM006	Financial Management	
A3FPT7X	Financial Planning and Taxation	
FPT1CC1	Financial Planning and Taxation Part 1	
FPT2CC1	Financial Planning and Taxation Part 2	
COR11A1	Contemporary Retailing 1A	
COR21B1	Contemporary Retailing 1B	
CTH7XB2	Contemporary Tourism and Hospitality Marketing	
COE7XA1	Corporate Entrepreneurship	
CFM44A1	Cost and Financial Management for Non- Specialists 4A	
CFM44B2	Cost and Financial Management for Non- Specialists 4B	
DIM7XA1	Digital Marketing	
EMR7XB2	Employee Relations	
ADFM009	Enterprise Management	
ADFM008	Enterprise Operations	
ENM7XA1	Entrepreneurial Marketing	
ADFM006	Financial Management	ADFM006 – 40% - (couplet)
FIM7XA1	Financial Management	
FMA01A1	Financial Management A	
FMA7XB1	Financial Management Aspects	
FMA01B1	Financial Management B	
A3FFM7X	Financial Markets Transactions	
FMT1CC1	Financial Markets Transactions 1	
FMT2CC1	Financial Markets Transactions 2	
ADFM001	Financial Mathematics	
ADIA004	Financial Numeracy	
ADFM003	Financial Operations	
GEM7XA1	General Management	
GSC01B1	Global Supply Chain Management	
GSC1CP1	Global Supply Chain Management	
HLM7XB2	Hospitality Logistics and Supply Chain Management	
HCI21B1	Human Computer Interface	
HRA7XA1	Human Resource Analytics A	
HRM7XA1	Human Resource Management	
HRE7XA1	Human Resources Management	
ADFM004	Intermediate Finance A	
ADFM007	Intermediate Finance B	
INT01B1	International Management	
A3FIF7X	Introduction to Financial Markets	

MODULE CODE	MODULE NAME	PREREQUISITE
IFM1CC1	Introduction to Financial Markets 1	
IFM2CC1	Introduction to Financial Markets 2	
IRM7XA1	Introduction to Research Methodology: Tourism Management	
LPP01A1	Logistics Processes and Practices	
LPP1CP1	Logistics Processes and Practices	
LRP01B1	Logistics Research Project	RML01A1
LRP1CP1	Logistics Research Project	ALP1CP1
MNE7XB1	Management Economics	
MNP01B1	Management Practice	STR01A1
MHR7XA2	Managing Human Resource Development	
MAM7XB1	Marketing to African Markets	
OPS01A1	Operations Management	
FTN07X7 BTN7X06	Operations Management (Faculty of Health Science)	Process Engineering 1C
PAB7XB1	Performance Analytics B	
ADFM005	Performance Management	
PMA7XA1	Performance Management A	
PMA7XB2	Performance Management B	
ADFM002	Performance Operations	ADFM002 – 40% (couplet)
PJM01B1	Project Management	
PRM01A1	Project Management	
PRM1CP1	Project Management	
PVA7XE1	Property Valuation A	
PVA7XE2	Property Valuation B	
PVA7XE2	Property Valuation B	
QAN01B1	Quantitative Techniques	
QAN1CP1	Quantitative Techniques	
REF7XE1	Real Estate Finance and Investment A	
REF7XE2	Real Estate Finance and Investment B	
REL7XE1	Real Estate Law A	
REL7XE2	Real Estate Law B	
REM7XE2	Real Estate Management	
RMA7XA1	Remuneration A	
RML01A1	Research Methodology: Logistics	
RML1CP1	Research Methodology: Logistics	
RMD01A1	Research Methodology: Management	
RMT01A1	Research Methodology: Transport	
RMT1CP1	Research Methodology: Transport	
RMH7XA1	Revenue Management in Hospitality	
RIM01A1	Risk Management	
SFB7XB2	Sociology of Food and Beverage	
SWP01Y1	Software Project	
SRM11A1	Software Requirements	
SWT21B1	Software Testing	
SIT7XA1	Special Interest Tourism	
STR01A1	Strategic Management	
STR7XB1	Strategic Management	
SMA7XB1	Strategic Marketing	
STR12A1	Strategic Retailing 1A	
STR22B2	Strategic Retailing 1B	

MODULE CODE	MODULE NAME	PREREQUISITE
STH7XB2	Strategic Tourism and Hospitality Management	
ADIA002	Taxation	
TDE7XA1	Tourism Development A	
TDE7XB2	Tourism Development B	
A3FTF7X	Trading in Financial Markets	
TFM1CC1	Trading in Financial Markets 1	
TFM2CC1	Trading in Financial Markets 2	
TOC01B1	Transport Operations and Costing	
TOC1CP1	Transport Operations and Costing	
TPM01B1	Transport Planning and Management	
TPM1CP1	Transport Planning and Management	
TPL01A1	Transport Policy and Legislation	
TPL1CP1	Transport Policy and Legislation	
TRP01B1	Transport Research Project	RMT01A1
TRP1CP1	Transport Research Project	

CBE.56 EXTENDED BACHELOR OF COMMERCE DEGREE PROGRAMMES

The College of Business and Economics offers the following Extended Bachelor of Commerce degree programmes:

- Accounting (B34AEQ)
- Business Management (B34BEQ)
- Economics and Econometrics (B3NE4Q)
- Finance (B34FEQ)

Extended BCom degrees are offered full-time at the **APK** campus. (Subject to a minimum student intake).

BCom extended degrees provide alternative access for applicants who do not meet the minimum requirements to enter a regular BCom programme at the University of Johannesburg.

The minimum study period for the extended programme is four years. The foundation (first) year of study comprises foundational modules (New / Old NQF level 5), whilst the remaining three years are the same as that of the corresponding regular degree programme.

Students have to complete ONE of the following two online elective modules to graduate:

- (1) **African Insights (AFRINY1)** is an online elective module for all first-year undergraduate students at the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**
- (2) **Artificial Intelligence in the 4IR (AI4IR00)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**

The completion of this online module is highly recommended; however, not required to graduate: **Personal Development Programme (S3PAO14)** is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completing this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulthood 101. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. The completion of this online module is highly recommended; however, it is **not required to graduate**.

CBE.57 BCOM (ACCOUNTING) (EXTENDED DEGREE)

(B34AEQ)

FULL-TIME

NQF CREDITS FOR FOUNDATION YEAR: 128

NQF LEVEL: 7

NQF CREDITS FOR YEARS 2 – 4: 382

NOTE: The BCom (Accounting) extended students do not follow the Chartered Accountancy (CA) stream curriculum.

PURPOSE

The purpose of this qualification is to provide students with a comprehensive knowledge base for identifying, analysing, evaluating and solving problems in the following underlying core modules: accounting, governance and control, taxation, management accounting and financial management.

Students should be able to reflect on their decisions and applications in these fields to assess the effect thereof in the holistic context of accounting as a practice.

The curriculum below allows admission to the BCom Hons (Internal Auditing or Taxation) and the PGDip (Financial Management) programmes. It is recommended for students who want to specialise in Internal Auditing, Taxation or Financial Management. The qualification also enables students to apply for certain exemptions on the CIMA professional qualification.

CURRICULUM

FOUNDATION YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE		NQF CREDITS
Mastering Academic and Professional Skills			APS0X00		16
Language for the Economic Sciences			LES0X00		16
			2 Year Modules		32 Credits
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Basic Mathematics and Applications in Economics and Business A*	MAEB0A1*	16	Basic Mathematics and Applications in Economics and Business B*	MAEB0B1*	16
The Economic and Business Environment A	EBE00A1	16	The Economic and Business Environment B	EBE00B1	16
Financial Recording, Analysis and Management A	FRAM0A1	16	Financial Recording, Analysis and Management B	FRAM0B1	16
	3 Semester Modules	48 Credits		3 Semester Modules	48 Credits

* MAEB0A1 and MAEB0B1 are couplet modules.

PROMOTION REQUIREMENTS AND PREREQUISITES

The promotion of extended degree students, to each subsequent academic year of an extended Bachelor of Commerce degree, generally follows the same rules pertaining to students of a regular Bachelor of Commerce degree.

However, all foundational modules must be completed within 2 years of study; failing which, a student will not be permitted to proceed any further in the programme.

A student with any foundational module outstanding will not be allowed to enrol for the 2nd year regular degree modules.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Commercial Law 1A	COL41A1	16	Commercial Law 1B	COL41B1	16
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Introductory Mathematical Analysis A	MAA00A1	12	Financial Management 1B	FNM1B01	12
	5 Semester Modules	64 Credits		5 Semester Modules	64 Credits

THIRD YEAR					
SEMESTER MODULES PRESENTED OVER A YEAR					
MODULE NAME		MODULE CODE		NQF CREDITS	
Taxation 2AB		TAX2B00		12	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02A2	12	Accounting 2B	ACT02B2	12
Business Information Systems 2A	BIS22A2	8	Business Information Systems 2B	BIS22B2	8
Governance and Control 2A	GAC02A2	12	Ethical Foundation to Commerce 2B	EFC02B2	8
Management Accounting Strategy 2A	MAS02A2	12	Management Accounting Strategy 2B	MAS02B2	12
Financial Management 2A	FNM22A2	12	Cost and Management Accounting 2B	CMA02B2	12
1 Semester Module presented over a year 10 Semester Modules				120 Credits	

FOURTH YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE		NQF CREDITS
Accounting 3AB			ACC3AB0		32
Governance and Control 3AB			GOC3AB0		32
Taxation 3AB			TAX3AB0		32
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Cost and Management Accounting 3A	CMA03A3	16	Financial Management 3B	FNM03B3	16
			4IR Accounting	ACC4IRB	6
3 Year Modules and 3 Semester Modules				134 Credits	

- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.
- Accounting 2A (ACT02A2) and Accounting 2B (ACT02B2) are couplet modules.
- Management Accounting Strategy 2A (MAS02A2) and Management Accounting Strategy 2B (MAS02B2) are couplet modules.
- Taxation 3A (TAX03A3) and Taxation 3B (TAX03B3) are couplet modules.

CBE.58 BCOM (BUSINESS MANAGEMENT) (EXTENDED DEGREE) (B34BEQ)

FULL-TIME

NQF CREDITS FOR FOUNDATION YEAR: 128

NQF LEVEL: 7

NQF CREDITS FOR YEARS 2-4: 390/406**

PURPOSE

The purpose of the extended year is aimed at access for success in terms of the foundational provision, i.e. in providing alternative access in the fields of Accounting. Students are given foundational provision covering relevant academic skills together with subject-related themes, required to facilitate learning in the regular modules of the Bachelor of Commerce degree programmes. The combination of foundational modules enables students to develop a comprehensive perspective and effective strategies for adjusting to, and meeting the demands of, the higher education environment with the purpose of being successful in the chosen Bachelor of Commerce programme.

The purpose of the qualification is to provide students with a recognised qualification and to equip them with graduate-level management and financial knowledge, skills, and competence in several fields of the management and financial sciences, which provides opportunities for continued personal and intellectual growth, gainful economic activity, and rewarding contributions to society.

CURRICULUM

FOUNDATION YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE	NQF CREDITS	
Mastering of Academic and Professional Skills			APS0X00	16	
Language for the Economic Sciences			LES0X00	16	
			2 Year Modules	32 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Basic Mathematics and Applications in Economics and Business A*	MAEB0A1*	16	Basic Mathematics and Applications in Economics and Business B*	MAEB0B1*	16
The Economic and Business Environment A	EBE00A1	16	The Economic and Business Environment B	EBE00B1	16
Financial Recording, Analysis and Management A	FRAM0A1	16	Financial Recording, Analysis and Management B	FRAM0B1	16
	3 Semester Modules	48 Credits		3 Semester Modules	48 Credits

* MAEB0A1 and MAEB0B1 are couplet modules.

PROMOTION REQUIREMENTS AND PREREQUISITES

The promotion of extended degree students to each subsequent academic year of an extended Bachelor of Commerce degree generally follows the same rules pertaining to students of a regular Bachelor of Commerce degree.

However, all foundational modules must be completed within 2 years of study; failing which, a student will not be permitted to proceed any further in the programme.

A student with any foundational module outstanding will not be allowed to enrol for the 2nd year regular degree modules.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Human Resource Management 1A	HRM1AA1	12	Human Resource Management 1B	HRM1BB1	12
	5 Semester modules	63 Credits		5 Semester modules	63 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02A2	12	Accounting 2B	ACT02B2	12
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Commercial Law 1A	COL41A1	16	Commercial Law 1B	COL41B1	16
Entrepreneurship 2A	ETS12A2	16	Entrepreneurship 2B	ETS22B2	16
Electives – choose ONE of the following			Electives – choose ONE of the following that follows in your 1 st semester elective:		
Economics 2A	ECO2AA2	16	Economics 2B	ECO2BB2	16
Human Resource Management 2A	HRM2AA2	12	Human Resource Management 2B	HRM2BB2	12
	5 Semester modules	72 or 76 Credits**		5 Semester modules	72 or 76 Credits**

FOURTH YEAR					
YEAR MODULE					
MODULE NAME		MODULE CODE		NQF CREDITS	
Accounting 3AB		ACC3AB0		32	
		1 Year module		32 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Entrepreneurship 3A	ETS13A3	16	Entrepreneurship 3B	ETS23B3	16
Electives – choose ONE of the following that follows in your 2nd semester elective:			Electives – choose ONE of the following that follows on your 1st semester elective:		
Economics 3A	ECO3AA3	16	Economics 3B	ECO3BB3	16
Human Resource Management 3A	HRM3AA1	12	Human Resource Management 3B	HRM3BB2	12
	3 Semester modules	44 or 48 Credits**		3 Semester modules	44 or 48 Credits**

** Number of credits depends on electives chosen.

- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.
- Accounting 2A (ACT02A2) and Accounting 2B (ACT02B2) are couplet modules.

CBE.59 BCOM (ECONOMICS AND ECONOMETRICS) (EXTENDED DEGREE) (B3NE4Q)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS FOR FOUNDATION YEAR: 128

NQF CREDITS FOR YEARS 2-4: 412/416**

PURPOSE

The purpose of the extended year is aimed at access for success in terms of their foundational provision, i.e. in providing alternative access in the fields of Economics and Econometrics. Students are given foundational provision covering relevant academic skills together with subject-related themes, required to facilitate learning in the regular modules of the Bachelor of Commerce degree programmes. The combination of foundational modules enables students to develop a comprehensive perspective and effective strategies for adjusting to, and meeting the demands of, the higher education environment with the purpose of being successful in the chosen Bachelor of Commerce programme.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Introductory Mathematical Analysis A	MAA00A1	12	Mathematical Analysis B	MAA00B1	12
Commercial Law 1A	COL41A1	16	Financial Management 1B	FNM1B01	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Accounting A	ACC0AA1	12	Accounting B	ACC0BB1	12
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows on your 1st semester elective:		
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Marketing Management 1A	MMA11A1	12	Marketing Management 1B	MMA21B1	12
	5 Semester Modules	64 Credits		5 Semester Modules	60 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Econometrics 2A	ECM02A2	16	Econometrics 2B	ECM02B2	16
Economics 2A	ECO2AA2	16	Economics 2B	ECO2BB2	16
Economics 2C	ECO2CA2	16	Economics 2D	ECO2DB2	16
Economics 2F	ECO2FA2	16	Economics 2E	ECO2EB2	16
Electives - choose ONE of the following that follows on your 1st semester elective:			Electives - choose ONE of the following that follows on your 1st semester elective:		
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Investment Management 2A	IVM02A2	16	Investment Management 2B	IVM02B2	16
Consumer Behaviour	MMK12A2	14	Services Marketing	MMK22B2	14
Quantitative Economics 2A***	QTE2AA2	16	Quantitative Economics 2B***	QTE2BB2	16
	5 Semester Modules	78 or 80 Credits **		5 Semester Modules	78 or 80 Credits **

** Credits will vary depending on the electives chosen.

*** Students who want to specialise in Postgraduate Econometrics must choose Quantitative Economics 2A (QTE2AA2) and Quantitative Economics 2B (QTE2BB2).

FOURTH YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Econometrics 3A	ECM03A3	16	Econometrics 3B	ECM03B3	16
Economics 3A	ECO3AA3	16	Economics 3B	ECO3BB3	16
Economics 3C	ECO3CA3	16	Economics 3D	ECO3DB3	16
Electives - choose ONE of the following that follows in your 2 nd semester elective:			Electives - choose ONE of the following that follows in your 2 nd semester elective:		
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Investment Management 3A	IVM03A3	16	Investment Management 3B	IVM03B3	16
Marketing Research	MMK13A3	16	Strategic Marketing	MMK23B3	16
Quantitative Economics 3A****	QTE3AA3	16	Quantitative Economics 3B****	QTE3BB3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

****Students who want to specialise in postgraduate Econometrics must choose Quantitative Economics 3A (QTE3AA3) and Quantitative Economics 3B (QTE3BB3).

Accounting A (ACC0AA1) and Accounting B (ACC0BB1) are couplet modules.

CBE.60 BCOM (FINANCE) (EXTENDED DEGREE)		(B34FEQ)
FULL-TIME		NQF CREDITS FOR FOUNDATION YEAR: 128
NQF LEVEL: 7		NQF CREDITS FOR YEARS 2-4: 37

PURPOSE

The purpose of the extended year is aimed at access for success in terms of the foundational provision, i.e., in providing alternative access in the field of finance. Students are given foundational provision covering relevant academic skills together with subject-related themes, required to facilitate learning in the regular modules of the Bachelor of Commerce degree programmes. The combination of foundational modules enables students to develop a comprehensive perspective and effective strategies for adjusting to, and meeting the demands of, the higher education environment with the aim of being successful in the chosen Bachelor of Commerce programme.

The purpose of this qualification is to provide students with applied competencies in the mastering, analysis, interpretation, and application of financial management, investment management, financial planning, and accounting principles in preparation for a career in the financial management, investment management, financial planning, and accounting fields, as well as to provide a basis for further learning. The students should be able to reflect on their financial management, investment management, financial planning, and accounting decisions and applications to assess the effect thereof in the holistic context of finance as a practice.

CURRICULUM

FOUNDATION YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE		NQF CREDITS
Mastering of Academic and Professional Skills			APS0X00		16
Language for the Economic Sciences			LES0X00		16
			2 Year Modules		32 Credits
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Basic Mathematics and Applications in Economics and Business A*	MAEB0A1*	16	Basic Mathematics and Applications in Economics and Business B*	MAEB0B1*	16
The Economic and Business Environment A	EBE00A1	16	The Economic and Business Environment B	EBE00B1	16
Financial Recording, Analysis and Management A	FRAM0A1	16	Financial Recording, Analysis and Management B	FRAM0B1	16
	3 Semester Modules	48 Credits		3 Semester Modules	48 Credits

* MAEB0A1 and MAEB0B1 are couplet modules.

PROMOTION REQUIREMENTS AND PREREQUISITES

The promotion of extended degree students to each subsequent academic year of an extended Bachelor of Commerce degree generally follows the same rules pertaining to students of a regular Bachelor of Commerce degree.

However, all foundational modules must be completed within 2 years of study, failing which, a student will not be permitted to proceed any further in the programme.

A student, with any foundational module outstanding will not be allowed to enrol for 2nd year regular degree modules.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Professional Skills 1A	PFS01A1	12			
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
			Introduction to Finance 1B	ITF0B1	12
	5 Semester Modules	64 Credits		5 Semester Modules	63 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02A2	12	Accounting 2B	ACT02B2	12
Investment Management 2A	INM02A2	12	Investment Management 2B	INM02B2	12
Financial Markets and Institutions 2A	FMI02A2	12	Economics 2D	ECO2DB2	16
Financial Markets Rules and Regulations 2A	FMR02A2	12			
Applied Financial Techniques 2A	AFT02A2	12			
			Electives - choose ONE of the following that follows in your 1 st semester elective:		
			Real Estate 2B	RLE02B2	15
			Quantitative Finance 2B	QTF2B02	15
	5 Semester Modules	60 Credits		4 Semester Modules	55 Credits

FOURTH YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Planning 3A	FNP03A3	15	Financial Planning 3B	FNP03B3	15
Investment Management 3A	INM03A3	15	Investment Management 3B	INM03B3	15
Applied Financial Analysis 3A	AFA03A3	15	Applied Financial Analysis 3B	AFA03B3	15
Behavioural Finance 3A	BHF3A03	15			
Electives - choose ONE of the following that follows in your 2nd semester elective:			Electives - choose ONE of the following that follows in your 2nd semester elective:		
Real Estate 3A**	RLE03A3	15	Real Estate 3B**	RLE03B3	15
Quantitative Finance 3A	QTF03A3	15	Quantitative Finance 3B	QTF03B3	15
	5 Semester Modules	60 Credits		4 Semester Modules	55 Credits

Real Estate 3A and 3B are prerequisites for the Bachelor of Commerce Honours in Property Valuation and Management.

- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.
- Accounting 2A (ACT02A2) and Accounting 2B (ACT02B2) are couplet modules.

Further stipulations:

The above curriculum is recommended for students who intend to apply for one of the following honours degrees or postgraduate diplomas, and, subsequently, on completion, want to write the qualifying exam for the corresponding professional designation:

Honours Degree and Postgraduate Diploma linked to Professional bodies:BComHons (Financial Planning) → Certified Financial Planner® (CFP®) - **FPI**BComHons (Investment Management) → Chartered Financial Analyst® CFA®) - **CFA Institute**

BComHons (Property Valuation and Management) → Professional Valuer - South African Council for the Property Valuers Profession (SACPVP).

CBE.61 ALPHABETICAL LIST OF MODULE CODES, MODULE NAME, AND PREREQUISITES FOR THE FOUNDATION YEAR OF THE EXTENDED BACHELOR OF COMMERCE DEGREES

MODULE CODE	MODULE NAME	PREREQUISITE
APS0X00	Mastering Academic and Professional Skills	
EBE00A1	The Economic and Business Environment A	
EBE00B1	The Economic and Business Environment B	
FRAM0A1	Financial Recording, Analysis and Management A	
FRAM0B1	Financial Recording, Analysis and Management B	
LES0X00	Language for the Economic Sciences	
MAEB0A1	Basic Mathematics and Applications in Economics and Business A	
MAEB0B1	Basic Mathematics and Applications in Economics and Business B	MAEB0A1 = 40%

CBE.62 ALPHABETICAL LIST OF MODULE CODES, MODULE NAME AND PREREQUISITES OF THE FOUNDATION YEAR TO CONTINUE WITH THE SECOND YEAR OF STUDY

MODULE CODE	MODULE NAME	PREREQUISITE
ACC0AA1 - 40% (couplet)	Accounting A	FRAM0A1
ACC0BB1 - 40% (couplet)	Accounting B	FRAM0A1
ACC01A1	Accounting 1A	FRAM0A1
ACC01B1	Accounting 1B	FRAM0A1
BMA11A1	Business Management 1A	EBE00B1
BMA21B1	Business Management 1B	EBE00B1
ECO01A1	Economics 1A	EBE00A1
ECO01B1	Economics 1B	EBE00A1
FNM1B01	Financial Management 1B	FRAM0B1
MAA00A1	Introductory Mathematical Analysis A	MAEB0A1, MAEB0B1

CBE.63 BACHELOR OF ARTS (BA) DEGREE PROGRAMMES

- Public Management and Governance (Kingsway Campus) (B34PKQ)
- Public Management and Governance (Soweto Campus) (B34PSQ)

Students have to complete ONE of the following two online elective modules to graduate:

- (i) **African Insights (AFRINY1)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**

- (ii) **Artificial Intelligence in the 4IR (AI4IR00)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**

The completion of this online module is highly recommended; however, not required to graduate:
Personal Development Programme (S3PAO14) is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completing this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulting 101. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. The completion of this online module is highly recommended; however, **not required to graduate.**

CBE.64 BA (PUBLIC MANAGEMENT AND GOVERNANCE) (B34PKQ)

FULL-TIME

AUCKLAND PARK, KINGSWAY CAMPUS (APK)

NQF LEVEL: 7

NQF CREDITS: 384/420**

PURPOSE

The purpose of this qualification is to provide qualifying students with substantive, theoretical and intellectual knowledge, cognitive and research skills such as critical reasoning, data mining and processing, problem-solving, interpretation, analytical and evaluative skills, communication skills and a normative basis in line with internationally accepted dimensions of "good governance". It is also a purpose of this qualification to equip students to operate in an environment where the traditional boundaries between the public sector and the community or third sector are rapidly disappearing. These bodies of knowledge and skills base are aimed at equipping students to operate close to decision-makers and support them by making available and processing information to enable them to function in the highly complex and dynamic public arena where state, market and society interact in the shaping of society.

CURRICULUM

The curriculum for the BA (Public Management and Governance) (APK) programme with a general management focus consists of 24-semester modules compiled as follows:

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
English 1C	ENG0CA1	16	English 1D	ENG0DB1	16
Public Management and Governance 1A	PMG1AA1	16	Public Management and Governance 1B	PMG1BB1	16
Electives: Choose THREE of the following:			Electives: Choose THREE of the following that follow in your 1 st semester elective:		
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Human Resource Management 1A	HRM1AA1	12	Human Resource Management 1B	HRM1BB1	12
Information Management 1A	IMA11A1	12	Information Management 1B	IMA21B1	12
Politics 1A	POL1AA1	16	Politics 1B	POL1BB1	16
	5 Semester modules	68 or 72 Credits		5 Semester modules	68 or 72 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Public Management and Governance 2A	PMG2AA2	16	Public Management and Governance 2B	PMG2BB2	16
Electives: Choose THREE of the following that follow in your 1st year elective:			Electives: Choose THREE of the following that follow on your 1st semester elective:		
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Human Resource Management 2A	HRM2AA2	12	Human Resource Management 2B	HRM2BB2	12
Information Management 2A	IMA12A2	16	Information Management 2B	IMA22B2	16
Politics 2A	POL2AA2	16	Politics 2B	POL2BB2	16
	4 Semester modules	60 or 64 Credits		4 Semester Modules	60 or 64 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Public Management and Governance 3A	PMG3AA3	24	Public Management and Governance 3B	PMG3BB3	24
Public Management and Governance 3C	PMG3C13	24	Public Management and Governance 3D	PMG3D23	24
Electives: Choose ONE of the following that follows on your 2nd year elective:			Electives: Choose ONE of the following that follows on your 1 st semester elective:		
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Human Resource Management 3A	HRM3AA1	12	Human Resource Management 3B	HRM3BB2	12
Information Management 3A	IMA13A3	16	Information Management 3B	IMA23B3	16
Politics 3A	POL3AA3	22	Politics 3B	POL3BB3	22
	3 Semester Modules	60, 64 or 70 Credits**		3 Semester Modules	60, 64 or 70 Credits**

** Credits will vary depending on the electives chosen.

CBE.65 BA (PUBLIC MANAGEMENT AND GOVERNANCE)

(B34PSQ)

FULL-TIME

SOWETO CAMPUS (SWC)

NQF LEVEL: 7

NQF CREDITS: 392/412/416*

PURPOSE

The purpose of this qualification is to provide qualifying students with intellectual and theoretical knowledge, as well as with practical, workplace-related skills. Such as critical reasoning, data mining and processing, problem-solving, interpretation, analytical and evaluative skills, and communication skills, in order to equip students to operate in an environment where the traditional boundaries between the public sector, the voluntary, and private sectors are rapidly converging and even in some cases disappearing. It will enable students to develop the necessary knowledge and skills to be effective leaders and managers at all governmental levels, in order to produce the most optimal results in the highly complex and dynamic arena where state, market, and society interact at the community level to provide a better life for all.

CURRICULUM

The curriculum for the BA (Public Management and Governance) (SWC) programme with a public leadership and local governance focus consists of 24-semester modules compiled as follows:

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
English 1C	ENG0CA1	16	English 1D	ENG0DB1	16
Public Leadership and Local Governance 1A	PLG1AA1	16	Public Leadership and Local Governance 1B	PLG1BB1	16
Public Management and Governance 1A	PMG1AA1	16	Public Management and Governance 1B	PMG1BB1	16
Electives: Choose TWO of the following:			Electives: Choose TWO of the following that follows on your 1 st semester elective:		
Human Resource Management 1A	HRM1AA1	12	Human Resource Management 1B	HRM1BB1	12
Information Management 1A	IMA11A1	12	Information Management 1B	IMA21B1	12
Politics 1A	POL1AA1	16	Politics 1B	POL1BB1	16
	5 Semester Modules	72 or 76 Credits*		5 Semester Modules	72 or 76 Credits*

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Public Leadership and Local Governance 2A	PLG2AA1	16	Public Leadership and Local Governance 2B	PLG2BB1	16
Public Management and Governance 2A	PMG2AA2	16	Public Management and Governance 2B	PMG2BB2	16
Electives: Choose TWO of the following that follow on your 1 st year elective:			Electives: Choose TWO of the following that follow on your 1 st semester elective:		
Human Resource Management 2A	HRM2AA2	12	Human Resource Management 2B	HRM2BB2	12
Information Management 2A	IMA12A2	16	Information Management 2B	IMA22B2	16
Politics 2A	POL2AA2	16	Politics 2B	POL2BB2	16
	4 Semester Modules	60 or 64 Credits*		4 Semester Modules	60 or 64 Credits*

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Public Leadership and Local Governance 3A (blended learning)	PLG3AA1	24	Public Leadership and Local Governance 3B (blended learning)	PLG3BB1	24
Public Management and Governance 3A	PMG3AA3	24	Public Management and Governance 3B	PMG3BB3	24
Electives: Choose ONE of the following that follows on your 2 nd year elective:			Electives: Choose ONE of the following that follows on your 1st semester elective:		
Human Resource Management 3A	HRM3AA1	12	Human Resource Management 3B	HRM3BB2	12
Information Management 3A	IMA13A3	16	Information Management 3B	IMA23B3	16
Politics 3A	POL3AA3	22	Politics 3B	POL3BB3	22
	3 Semester Modules	60, 64 or 70 Credits*		3 Semester Modules	60, 64 or 70 Credits*

* Credits will vary depending on the electives chosen.

CBE.66 BACHELOR OF COMMERCE (BCOM) DEGREE PROGRAMMES

The College of Business and Economics offer the following BCom degree programmes:

- Accounting (B34A5Q)
- Accountancy (Fully online) (B34ACP)
- Business Management* (B34BMQ)
- Economics and Econometrics (B3N14Q)
- Entrepreneurial Management (B1CEMQ)
- Finance (B34F5Q)
- Industrial Psychology (B34IPQ)
- Information Management (B34IMQ)
- Information Systems** (B1CISQ)
- Marketing Management (B1CMMQ)
- Transport and Logistics Management (B34TLQ)

- These BCom degrees are offered full-time at the **APK** campus.
- BCom degrees marked with * are offered at the **SWC** campus.
- BCom degrees marked with ** are offered at the **APB** campus.
- (Subject to a minimum student intake).
- BCom degrees indicated as "(Fully Online)" mean students do not have to come to campus.

Students have to complete ONE of the following two online elective modules to graduate:

- African Insights (AFRINY1)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**

- (ii) **Artificial Intelligence in the 4IR (AI4IR00)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**

The completion of this online module is highly recommended, however, not required to graduate:
Personal Development Programme (S3PAO14) is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completing this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulting 101. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. The completion of this online module is highly recommended, however **not required to graduate.**

CBE.67 BCOM (ACCOUNTING)

(B34A5Q)

PROFESSIONAL ACCOUNTANCY STREAM

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 382

PURPOSE

The purpose of this qualification is to provide students with a comprehensive knowledge base for identifying, analysing, evaluating and solving problems in the following underlying core modules: accounting, governance and control, taxation, management accounting and financial management. Students should be able to reflect on their decisions and applications in these fields to assess the effect thereof in the holistic context of accounting as a practice.

The curriculum below allows admission to the BComHons (Internal Auditing or Taxation) and the PGDip (Financial Management) programmes. It is recommended for students who want to specialise in Internal Auditing, Taxation or Financial Management. The qualification also enables students to apply for certain exemptions on the CIMA professional qualification.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES PRESENTED OVER A YEAR					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Commercial Law 1A	COL41A1	16	Commercial Law 1B	COL41B1	16
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Introductory Mathematical Analysis A	MAA00A1	12	Financial Management 1B	FNM1B01	12
	5 Semester Modules	64 Credits		5 Semester Modules	64 Credits

SECOND YEAR					
SEMESTER MODULES PRESENTED OVER A YEAR					
MODULE NAME		MODULE CODE		NQF CREDITS	
Taxation 2AB		TAX2B00		12	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02A2	12	Accounting 2B	ACT02B2	12
Business Information Systems 2A	BIS22A2	8	Business Information Systems 2B	BIS22B2	8
Governance and Control 2A	GAC02A2	12	Ethical Foundation to Commerce 2B	EFC02B2	8
Management Accounting Strategy 2A	MAS02A2	12	Management Accounting Strategy 2B	MAS02B2	12
Financial Management 2A	FNM22A2	12	Cost and Management Accounting 2B	CMA02B2	12
1 Semester Module presented over a year 10 Semester Modules				120 Credits	

THIRD YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE		NQF CREDITS
Accounting 3AB			ACC3AB0		32
Governance and Control 3AB			GOC3AB0		32
Taxation 3AB			TAX3AB0		32
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Cost and Management Accounting 3A	CMA03A3	16	Financial Management 3B	FNM03B3	16
			4IR Accounting B	ACC4IRB	6
3 Semester Modules				134 Credits	

- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.
- Accounting 2A (ACT02A2) and Accounting 2B (ACT02B2) are couplet modules.
- Management Accounting Strategy 2A (MAS02A2) and Management Accounting Strategy 2B (MAS02B2) are couplet modules.

All fully online programmes use the “carousel model” of enrolment, using six cohorts of enrolment. This model enables six student intakes per year. The model has been designed to allow students to start in any given term.

ALTERNATIVE ENTRY REQUIREMENTS TO THE REQUIREMENTS UNDER CBE.3, POINT 3.1.

1. Mature age exemption:

Applicants older than 23* will be considered if the matric certificate is below the minimum requirements.

However, the applicant still needs to have a degree endorsement and meet the following requirements:

- APS score = 26
- Maths = 3
- English = 3
- Applicants younger than 23 will be handled on an Ad-hoc basis.

* Mature age conditional exemptions as per par. 30 of the USAF Exemption requirements.

2. Applicants with a previously completed qualification:

Applicants with a completed degree or diploma but with an APS score below the minimum requirement will be considered if they have a degree endorsement and meet the following requirements:

- APS score = 26
- Maths = 3
- English = 3
- Applicants with a completed diploma but have an APS score below the minimum requirement without a degree endorsement will be considered if they obtain a certificate from HESA and meet the following requirements:
 - APS score = 26
 - Maths = 3
 - English = 3

3. Other exemptions:

Applicants with an APS score between 24 and 28 will be considered if they meet either of the following requirements:

- In possession of a completed degree, advanced diploma or BTech degree on an NQF level 7 with some form of Mathematical subject taken within the degree or diploma; or
- 5-10 years of work experience in the financial field, for instance as a bookkeeper, a debtors clerk, a junior accountant;
- Once an applicant has received WV status (approved), then the applicant will be required to:
 - Write a test to determine their mathematical abilities. This test will take the form of multiple-choice questions using an online platform.
 - Write an essay to determine their English language abilities. The topic of the essay, as well as the word count, will be communicated to the applicant; and
 - The math's test as well as the essay will be administered with strict deadlines for each applicant and will be changed regularly to ensure an authentic process.

4. Applicants with an academic exclusion (from UJ or another institution):

- If the applicants meet the minimum entry requirements with their matric certificates, they will be admitted regardless of their previous academic performance.
- If the applicant does not meet the minimum requirements, the application will be declined.

PURPOSE

The purpose of the BCom (Accounting) is to develop students' intellectual and practical skills to enable the identification, analysis, interpretation, assessment, evaluation, application and solving of problems, which would be expected of an entry-level accountant in international practice. Furthermore, the programme provides students with a comprehensive and fundamental knowledge base of the underlying core international principles of accounting, governance, risk management and control, auditing, financial

management, as well as management accounting. Qualifying students should be ready to enter the job market as an entry-level accountant. Additionally, the programme will develop a student to become a self-directed, lifelong student. The programme emphasises competence, integrity, and the application of ethics in a professional business environment. Lastly, this programme will prepare students for further studies in international accounting, governance, risk management, and control, auditing, financial management, as well as management accounting as a science.

CURRICULUM

FIRST YEAR		
Module Code	Module Name	Module Credits
ACC1CP1	Accounting 11	15
ACC2CP1	Accounting 12	15
ECO1CP1	Economics 11	15
FNM1CP1	Financial Management 11	15
FNM2CP1	Financial Management 12	15
PRB1CP1	Principles of Business 11	15
SECOND YEAR		
ACC1CP2	Accounting 21	15
ACC2CP2	Accounting 22	15
AST1CP2	Accounting Studies 21	15
EFC1CP1	Ethical Foundations to Commerce 11	15
GRM1CP2	Governance, Risk, Management and Control 21	15
PRB2CP1	Principles of Business 12	15
THIRD YEAR		
ASA1CP2	Accounting Software Applications 21	15
AUD1CP3	Auditing 31	15
AUD2CP3	Auditing 32	15
FNM1CP2	Financial Management 21	15
FNM2CP2	Financial Management 22	15
GRM2CP2	Governance, Risk, Management and Control 22	15
FOURTH YEAR		
ACC1CP3	Accounting 31	15
ACC2CP3	Accounting 32	15
CST1CP3	Case study Accounting 31	15
CST2CP3	Case study Accounting 32	15
FNM1CP3	Financial Management 31	15
FNM2CP3	Financial Management 32	15

BACHELOR OF COMMERCE IN ACCOUNTANCY (B34ACP) - 2026 CAROUSEL

INTAKE	MODULE CODE	MODULE NAME
D1 13 Jan – 2 March	ACC1CP1 PRB1CP1 GRM1CP2 GRM2CP2 ACC2CP3 CST2CP3	Accounting 11 Principles of Business 11 Governance, Risk Management and Control 21 Governance, Risk Management and Control 22 Accounting 32 Case study 32
D2 10 March – 27 April	ACC1CP1 ACC2CP1 ACC1CP2 AUD1CP3 FNM1CP3 CST1CP3	Accounting 11 Accounting 12 Accounting 21 Auditing 31 Financial Management 31 Case study 31
D3 5 May – 22 June	ACC1CP1 ECO1CP1 ACC2CP2 FNM1CP2 FNM2CP3 CST2CP3	Accounting 11 Economics 11 Accounting 22 Financial Management 21 Financial Management 32 Case study 32
D4 30 June – 17 Aug	ACC1CP1 FNM1CP1 EFC1CP1 AUD2CP3 ACC1CP3 CST1CP3	Accounting 11 Financial Management 11 Ethical Foundations to Commerce 11 Auditing 32 Accounting 31 Case study 31
D5 25 Aug – 12 Oct	ACC1CP1 FNM2CP1 PRB2CP1 FNM2CP2 ACC2CP3 CST2CP3	Accounting 11 Financial Management 12 Principles of Business 12 Financial Management 22 Accounting 32 Case study 32
D6 20 Oct – 7 Dec	ACC1CP1 PRB1CP1 AST1CP2 ASA1CP2 FNM1CP3 CST1CP3	Accounting 11 Principles of Business 11 Accounting studies 21 Accounting Software Applications 21 Financial Management 31 Case study 31

PURPOSE

The purpose of this degree is to provide students with a recognised qualification and to equip them with graduate-level management and financial knowledge, skills and competence in several fields of the management and financial sciences, providing opportunities for continued personal and intellectual growth, gainful economic activity and rewarding contributions to society.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Human Resource Management 1A	HRM1AA1	12	Human Resource Management 1B	HRM1BB1	12
	5 Semester modules	63 Credits		5 Semester modules	63 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02A2	12	Accounting 2B	ACT02B2	12
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Commercial Law 1A	COL41A1	16	Commercial Law 1B	COL41B1	16
Entrepreneurship 2A	ETS12A2	16	Entrepreneurship 2B	ETS22B2	16
Electives – choose ONE of the following:			Electives – choose ONE of the following:		
Economics 2A	ECO2AA2	16	Economics 2B	ECO2BB2	16
Human Resource Management 2A	HRM2AA2	12	Human Resource Management 2B	HRM2BB2	12
	5 Semester modules	72 or 76 Credits		5 Semester modules	72 or 76 Credits*

THIRD YEAR					
YEAR MODULE					
MODULE NAME	MODULE CODE		NQF CREDITS		
Accounting 3AB	ACC3AB0		32		
	1 Year module		32 Credits		
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Entrepreneurship 3A	ETS13A3	16	Entrepreneurship 3B	ETS23B3	16
Electives – choose ONE of the following:			Electives – choose ONE of the following:		
Economics 3A	ECO3AA3	16	Economics 3B	ECO3BB3	16
Human Resource Management 3A	HRM3AA1	12	Human Resource Management 3B	HRM3BB2	12
	3 Semester modules	44 or 48 Credits*		3 Semester modules	44 or 48 Credits*

* Number of credits depends on electives chosen.

- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.
- Accounting 2A (ACT02A2) and Accounting 2B (ACT02B2) are couplet modules.

CBE.70 BCOM (ECONOMICS AND ECONOMETRICS)

(B3N14Q)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 412/416*

PURPOSE

The purpose of this qualification is to equip students with the necessary theoretical and quantitative economic and econometric knowledge and skills in order to effectively perform their duties as economists/ econometricians in the private and public sectors of the economy.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Introductory Mathematical Analysis A	MAA00A1	12	Mathematical Analysis B	MAA00B1	12
Commercial Law 1A	COL41A1	16	Financial Management 1B	FNM1B01	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Accounting A	ACC0AA1	12	Accounting B	ACC0BB1	12
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Marketing Management 1A	MMA11A1	12	Marketing Management 1B	MMA21B1	12
	5 Semester Modules	64 Credits		5 Semester Modules	60 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Econometrics 2A	ECM02A2	16	Econometrics 2B	ECM02B2	16
Economics 2A	ECO2AA2	16	Economics 2B	ECO2BB2	16
Economics 2C	ECO2CA2	16	Economics 2D	ECO2DB2	16
Economics 2F	ECO2FA2	16	Economics 2E	ECO2EB2	16
Electives - choose ONE of the following that follows in your 1st year elective:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Investment Management 2A	IVM02A2	16	Investment Management 2B	IVM02B2	16
Consumer Behaviour	MMK12A2	14	Service Marketing	MMK22B2	14
Quantitative Economics 2A**	QTE2AA2	16	Quantitative Economics 2B**	QTE2BB2	16
	5 Semester Modules	78 or 80 Credits*		5 Semester Modules	78 or 80 Credits*

* Credits will vary depending on the electives chosen.

** Students who want to specialise in Postgraduate Econometrics must choose Quantitative Economics 2A (QTE2AA2) and Quantitative Economics 2B (QTE2BB2).

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Econometrics 3A	ECM03A3	16	Econometrics 3B	ECM03B3	16
Economics 3A	ECO3AA3	16	Economics 3B	ECO3BB3	16
Economics 3C	ECO3CA3	16	Economics 3D	ECO3DB3	16
Electives - choose ONE of the following that follows on your 2 nd year elective:			Electives - choose ONE of the following that follows on your 2 nd semester elective:		
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Investment Management 3A	IVM03A3	16	Investment Management 3B	IVM03B3	16
Marketing Research	MMK13A3	16	Strategic Marketing	MMK23B3	16
Quantitative Economics 3A***	QTE3AA3	16	Quantitative Economics 3B***	QTE3BB3	16
	4 Semester Modules	64 Credits		4 Semester Modules	64 Credits

*** Students who want to specialise in postgraduate Econometrics must choose Quantitative Economics 3A (QTE3AA3) and Quantitative Economics 3B (QTE3BB3).

- Accounting A (ACC0AA1) and Accounting B (ACC0BB1) are couplet modules.
- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.

PURPOSE

The purpose of this qualification is to provide qualifying students with intellectual competencies and practical skills in the acquisition, analysis, interpretation, and application of underlying theories, models, and approaches to entrepreneurship to be applied in an existing organisation and or in new venture creation to grow. Students should be able to reflect on the economic realities of Small, Medium, and Micro Enterprises (SMMEs) and larger organisations, and to develop applied competence in entrepreneurship. The qualification is intended to develop the student for a career as an entrepreneurial person who either starts a new business or is employed in a corporate or SMME. It also provides specific science-based knowledge to students in preparation for further study programmes.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Analytical Techniques 1A	ATE01A1	15	Financial Management 1B	FNM1B01	12
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Marketing Management 1A	MMA11A1	12	Marketing Management 1B	MMA21B1	12
	5 Semester modules	63 Credits		5 Semester modules	60 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Commercial Law 1A	COL41A1	16	Commercial Law 1B	COL41B1	16
Entrepreneurship 2A	ETS12A2	16	Entrepreneurship 2B	ETS22B2	16
Financial Management 2A	FNM02A2	12	Financial Management 2B	FNM02B2	12
Consumer Behaviour	MMK12A2	14	Services Marketing	MMK22B2	14
	5 Semester modules	74 Credits		5 Semester modules	74 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Entrepreneurship 3A	ETS13A3	16	Entrepreneurship 3B	ETS23B3	16
Financial Management 3A	FNM03A3	16	Financial Management 3B	FNM03B3	16
Marketing Research	MMK13A3	16	Strategic Marketing	MMK23B3	16
	4 Semester modules	64 Credits		4 Semester modules	64 Credits

- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.

CBE.72 BCOM (FINANCE)

(B34F5Q)

CONTACT

NQF LEVEL: 7

NQF CREDITS: 391

PURPOSE

The purpose of the Bachelor of Commerce in Finance is to provide students with applied competencies in the mastering, analysis, interpretation, and application of investment management, financial planning, real estate, and quantitative finance fields in preparation for a career in the investment management, financial planning, real estate, and quantitative finance fields as well as to provide a basis for further learning. The students should be able to reflect on the decisions and applications to assess the effect thereof in the holistic context of finance as a practice.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01A1	12	Accounting 1B	ACC01B1	12
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Professional Skills 1A	PFS01A1	12	Introduction to Finance 1B	ITF01B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
	5 Semester Modules	63 Credits		5 Semester Modules	63 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02A2	15	Accounting 2B	ACT02B2	15
Investment Management 2A	INM02A2	12	Investment Management 2B	INM02B2	12
Financial Markets and Institutions 2A	FMI02A2	12	Economics 2D	ECO2DB2	16
Financial Markets Rules and Regulations 2A	FMR02A2	12	Electives - choose ONE of the following TWO electives:		
Applied Financial Techniques 2A	AFT02A2	12	Real Estate 2B	RLE02B2	15
			Quantitative Finance 2B	QTF2B02	15
	5 Semester Modules	63 Credits		4 Semester Modules	58 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Planning 3A	FNP03A3	15	Financial Planning 3B	FNP03B3	15
Investment Management 3A	INM03A3	15	Investment Management 3B	INM03B3	15
Applied Financial Analysis 3A	AFA03A3	15	Applied Financial Analysis 3B	AFA03B3	15
Behavioural Finance 3A	BHF3A03	15			
Electives - choose ONE of the following that follows on your 2 nd year elective:			Electives - choose ONE of the following that follows on your 1st semester elective:		
Real Estate 3A	RLE03A3	15	Real Estate 3B	RLE03B3	15
Quantitative Finance 3A	QTF03A3	15	Quantitative Finance 3B	QTF03B3	15
	5 Semester Modules	75 Credits		4 Semester Modules	60 Credits

* Real Estate 31 and 32 are prerequisites for the Bachelor of Commerce Honours in Property Valuation and Management.

*** Credits will vary depending on the electives chosen.

Further stipulations:

The above curriculum is recommended for students who intend to apply for one of the following honours degrees or a postgraduate diploma, and subsequently, on completion, want to write the qualifying exam for the corresponding professional designation:

Honours Degree and Postgraduate Diploma linked to Professional bodies:

BComHons (Financial Planning) → Certified Financial Planner® (CFP®) - **FPI**

BComHons (Investment Management) → Chartered Financial Analyst® CFA®) - **CFA**

Institute

BComHons (Property Valuation and Management) → Professional Valuer - South African Council for the Property Valuers Profession (SACPVP)

CBE.73 BCOM (FINANCE)

(B34F60)

THIS IS A NON-SUBSIDISED PROGRAMME

NOT OFFERED IN 2026

FULLY ONLINE

NQF LEVEL: 7

NQF CREDITS: 391

PURPOSE

The purpose of the Bachelor of Commerce in Finance is to provide students with applied competencies in the mastering, analysis, interpretation, and application of investment management, financial planning, real estate, and quantitative finance fields in preparation for a career in the investment management, financial planning, real estate, and quantitative finance fields as well as to provide a basis for further learning. The students should be able to reflect on the decisions and applications to assess the effect thereof in the holistic context of finance as a practice.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 1A	ACC01AO	15	Accounting 1B	ACC01BO	15
Business Management 1A	BMA11AO	12	Business Management 1B	BMA21BO	12
Professional Skills 1A	PFS01AO	12	Introduction to Finance 1B	ITF01BO	12
Economics 1A	ECO01AO	15	Economics 1B	ECO01BO	12
Analytical Techniques 1A	ATE01AO	15	Analytical Techniques 1B	ATE01BO	15
	5 Semester Modules	69 Credits		5 Semester Modules	66 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 2A	ACT02AO	15	Accounting 2B	ACT02BO	15
Investment Management 2A	INM02AO	12	Investment Management 2B	INM02BO	12
Financial Markets and Institutions 2A	FMI02AO	12	Economics 2D	ECO2DBO	16
Financial Markets Rules and Regulations 2A	FMR02AO	12			
Applied Financial Techniques 2A	AFT02AO	12			
			Electives - choose ONE of the following that follows in your 1st semester elective:		
			Real Estate 2B	RLE02BO	15
			Quantitative Finance 2B	QTF2B0O	15
	5 Semester Modules	60 Credits		4 Semester Modules	51 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Financial Planning 3A	FNP03AO	15	Financial Planning 3B	FNP03BO	15
Investment Management 3A	INM03AO	15	Investment Management 3B	INM03BO	15
Applied Financial Analysis 3A	AFA03AO	15	Applied Financial Analysis 3B	AFA03BO	15
Behavioural Finance 3A	BHF3A0O	15			
Electives - choose ONE of the following that follows in your 2 nd year elective:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Real Estate 3A	RLE03AO	15	Real Estate 3B	RLE03BO	15
Quantitative Finance 3A	QTF03AO	15	Quantitative Finance 3B	QTF03BO	15
	5 Semester Modules	75 Credits		4 Semester Modules	60 Credits

*Real Estate 31 and 32 are prerequisites for the Bachelor of Commerce Honours in Property Valuation and Management.

*** Credits will vary depending on the electives chosen.

Further stipulations:

The above curriculum is recommended for students who intend to apply for one of the following honours degrees or postgraduate diplomas, and subsequently, on completion, want to write the qualifying exam for the corresponding professional designation:

Honours Degree and Postgraduate Diploma linked to Professional bodies:

- Postgraduate Diploma in Financial Management à Chartered Management Accountant (ACMA) – Chartered Institute of Management Accountants (CIMA)
- BComHons (Financial Management) à Chartered Management Accountant (ACMA) - Chartered Institute of Management Accountants (CIMA)
- BComHons (Financial Planning) à Certified Financial Planner® (CFP®) - **FPI**
- BComHons (Investment Management) à Chartered Financial Analyst® CFA®) - **CFA Institute**
- BComHons (Property Valuation and Management) à Professional Valuer - South African Council for the Property Valuers Profession (SACPVP)

CBE.74 BCOM (INDUSTRIAL PSYCHOLOGY)

(B34IPQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 426

PURPOSE

The purpose of this qualification is to empower students to acquire knowledge and develop an understanding of industrial psychology as an applied science that focuses on human behaviour in the context of work. Industrial psychology entails the application of psychological theories, principles, and practices to optimise individual, group, and organisational well-being and effectiveness. This qualification provides a combination of theoretical and practical learning content to equip students with adequate knowledge, skills, and critical reasoning capabilities to enter the field of people management.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting A	ACC0AA1	12	Accounting B	ACC0BB1	12
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
Human Resource Management 1A	HRM1AA1	12	Human Resource Management 1B	HRM1BB1	12
Industrial Psychology 1A	IPS11A1	16	Industrial Psychology 1B	IPS21B1	16
Psychology 1A	PSY1AA1	16	Psychology 1B	PSY1BB1	16
	5 Semester modules	71 Credits		5 Semester modules	71 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Human Resource Management 2A	HRM2AA2	12	Human Resource Management 2B	HRM2BB2	12
Industrial Psychology 2A	IPS12A2	16	Industrial Psychology 2B	IPS22B2	16
Choose ONE of the following Psychology modules:			Choose ONE of the following Psychology modules:		
Psychology 2A: Developmental Psychology	PSY2AA2	16	Psychology 2D: Positive Psychology	PSY2DB2	16
Psychology 2H: Personality Psychology	PSY2HB2	16			
			Psychology 2C: Social Psychology	PSY2CA2	16
	5 Semester modules	68 Credits		5 Semester modules	68 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Human Resource Management 3A	HRM3AA1	12	Human Resource Management 3B	HRM3BB2	12
Industrial Psychology 3A	IPS13A3	16	Industrial Psychology 3B	IPS23B3	16
Choose ONE of the following Psychology modules:			Choose ONE of the following Psychology modules:		
Psychology 3A: Research Psychology	PSY3AA3	22	Psychology 3D: Psychopathology	PSY3DB3	22
Psychology 3E: Community Psychology	PSY3EA3	22	Psychology 3F: Psychotherapy Theory and Models	PSY3FB3	22
Psychology 3G: Cognitive Psychology	PSY3GA3	22			
			Electives - choose ONE of the following:		
			Commercial Computer Systems	CCS22B2	16
			Business Communication	CBS1BB1	16
	4 Semester modules	66 Credits		5 Semester modules	82 Credits

- Accounting A (ACC0AA1) and Accounting B (ACC0BB1) are couplet modules.

CBE.75 BOM (INFORMATION MANAGEMENT)

(B34IMQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 368/376/384/392*

ADMISSION REQUIREMENTS

*If Economics or Accounting is chosen as a module, then Grade 12 Mathematics with a minimum APS of 4 is required.

PURPOSE

The purpose of this qualification is to provide qualifying students with: intellectual competencies and practical skills in the acquisition, analysis, interpretation, and application of basic and advanced information management principles in the different functional units of the business organisation; the ability to reflect on their managerial decisions and applications, and to assess the effect thereof in the holistic context of information and knowledge management as a practice, and knowledge in preparation for a career in the information management field, as well as to provide a basis for further learning.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Information Management 1A	IMA11A1	12	Information Management 1B	IMA21B1	12
Information Portals	IMP11A1	16	Search Engine Optimisation	IMO21B1	16
Electives - choose TWO of the following:			Electives - choose TWO of the following that follows in your 1st semester elective:		
Accounting A*	ACC0AA1	12	Accounting B*	ACC0BB1	12
Economics 1A*	ECO01A1	12	Economics 1B*	ECO01B1	12
Public Management and Governance 1A	PMG1AA1	16	Public Management and Governance 1B	PMG1BB1	16
Politics 1A	POL1AA1	16	Politics 1B	POL1BB1	16
	5 Semester modules	64, 68 or 72 Credits*		5 Semester modules	64, 68 or Credits*

* Credits will vary depending on the electives chosen.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Information Management 2A	IMA12A2	16	Information Management 2B	IMA22B2	16
Social Media Management	IMS12A2	16	Knowledge Economy	IMK22B2	16
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows on your 1st semester elective:		
Logistics Management 2A	LMA12A2	16	Logistics Management 2B	LMA22B2	16
Marketing Management 1A	MMA11A1	12	Marketing Management 1B	MMA21B1	12
Public Management and Governance 2A	PMG2AA2	16	Public Management and Governance 2B	PMG2BB2	16
	4 Semester modules	60 or 64 Credits*		4 Semester modules	60 or 64 Credits*

*Credits will vary depending on the electives chosen.

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Information Management 3A	IMA13A3	16	Information Management 3B	IMA23B3	16
Knowledge Mentoring 3A	IMM13A3	16	Knowledge at Risk 3B	IMR23B3	16
Business Intelligence Report Writing 3A	BIR3AA3	12	Emerging and Disruptive Technologies in Information and Knowledge Management 3B	EDT3BB3	12
	4 Semester modules	60 Credits		4 Semester modules	60 Credits

- Accounting A (ACC0AA1) and Accounting B (ACC0BB1) are couplet modules.

CBE.76 BCOM (INFORMATION SYSTEMS)

(B1CISQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 388

PURPOSE

The purpose of this qualification is to strengthen and deepen the students' knowledge and to develop the students' applied competence in analysing, interpreting and understanding information systems development processes, principles and methods. It further develops the intellectual independence, research and professional skills of the student. The qualification prepares students to contribute meaningfully to organisations' information systems development, acquisition, utilisation and quality thereof.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Development Software 1A	DEV1A01	24	Development Software 1B	DEV1B01	24
Information Systems 1A	ILS1A01	24	Information Systems 1B	ILS1B01	24
	3 Semester modules	60 Credits		3 Semester modules	60 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Development Software 2A	DEV2A01	24	Development Software 2B	DEV2B01	24
Entrepreneurship 2A	ETS12A2	16	Entrepreneurship 2B	ETS22B2	16
Information Systems 2A	ILS2A01	24	Information Systems 2B	ILS2B01	24
	3 Semester modules	64 Credits		3 Semester Modules	64 Credits

THIRD YEAR					
YEAR MODULE					
MODULE NAME		MODULE CODE		NQF CREDITS	
Information Systems Project (IS Project)		PRO001		60	
		1 Year module		60 Credits	
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Entrepreneurship 3A	ETS13A3	16	Entrepreneurship 3B	ETS23B3	16
Information Systems 3A	ILS3A01	24	Information Systems 3B	ILS3B01	24
	2 Semester Modules	40 Credits		2 Semester Modules	40 Credits

PROMOTION REQUIREMENTS

- Students are promoted to the second year of study if they have passed 5 semester modules and have met all the prerequisites for the second-year modules.
- Students are promoted to the third year of study if they have passed a minimum of four second-year semester modules and have met all the prerequisites for the third-year modules.
- Students must take all outstanding modules of the previous year of study before they may take modules from the next year of study, limited to a maximum of four modules in any semester of study.
- Students may only register twice per module i.e. first registration plus one repeat.
- Students may not articulate to the third year with any first-year modules outstanding.

CBE.77 BCOM (MARKETING MANAGEMENT)

(B1CMMQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 400/408*

PURPOSE

The purpose of the BCom (Marketing Management) programme is to provide students with the knowledge base, theories, and methods of marketing management. Graduates from the degree will be able to demonstrate initiative and take responsibility in the application of ethical business principles and practice, and will be able to critically analyse, strategise and think independently and innovatively in dynamic marketing environments. The programme will develop entry-level marketing managers for public enterprises, business organisations, industry and other business entities. This programme also prepares students to pursue postgraduate studies in this or a cognate discipline.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Marketing Management 1A	MMA11A1	12	Marketing Management 1B	MMA21B1	12
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Accounting A	ACC0AA1	12	Accounting B	ACC0BB1	12
Accounting 1A**	ACC01A1	12	Accounting 1B**	ACC01B1	12
	5 Semester modules	63 Credits		5 Semester modules	63 Credits

** Students who want to continue with Accounting 2A and 2B must do Accounting 1A and 1B.

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Financial Management 2C	FNM02C2	16	Services Marketing	MMK22B2	14
Logistics Management 2A	LMA12A2	16	Logistics Management 2B	LMA22B2	16
Consumer Behaviour	MMK12A2	14	Integrated Marketing Communication	MMK2C22	14
Electives - choose ONE of the following that follows in your 1st year elective:			Electives - choose ONE of the following that follows in your 1st semester elective:		
Accounting 2A****	ACT02A2	12	Accounting 2B****	ACT02B2	12
Economics 2A	ECO2AA2	16	Economics 2B	ECO2BB2	16
	5 Semester modules	74 or 78 Credits*		5 Semester modules	72 or 76 Credits*

* Credits will vary depending on the electives chosen.

- Accounting A (ACC0AA1) and Accounting B (ACC0BB1) are couplet modules.
- Accounting 1A (ACC01A1) and Accounting 1B (ACC01B1) are couplet modules.
- Accounting 2A (ACT02A2) and Accounting 2B (ACT02B2) are couplet modules.

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Logistics Management 3A	LMA13A3	16	Logistics Management 3B	LMA23B3	16
Marketing Research	MMK13A3	16	Strategic Marketing	MMK23B3	16
Digital Marketing	MMK3C13	16			
			Electives - choose ONE of the following:		
			Business Communication	CBS1BB1	16
			Commercial Computer Systems	CCS22B2	16
	4 Semester modules	64 Credits		4 Semester modules	64 Credits

CBE.78 BCOM (TRANSPORT AND LOGISTICS MANAGEMENT)

(B34TLQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 398

PURPOSE

The purpose of the BCom (Transport and Logistics Management) qualification is to provide qualifying students with applied competencies in the understanding and interpreting of transport and logistics management principles, in preparation for a career in the transport and logistics field, and to provide a basis for further learning.

The student should be able to reflect on the study material in the context of a transport or logistics organisation, or a function of a company, and to assess decisions influencing transport and logistics management.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Accounting A	ACC0AA1	12	Accounting B	ACC0BB1	12
Analytical Techniques 1A	ATE01A1	15	Analytical Techniques 1B	ATE01B1	15
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Economics 1A	ECO01A1	12	Economics 1B	ECO01B1	12
Transport Economics 1A	TRE11A1	16	Transport Economics 1B	TRE21B1	16
	5 Semester modules	67 Credits		5 Semester modules	67 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
			Commercial Computer Systems	CCS22B2	16
Logistics Management 2A	LMA12A2	16	Logistics Management 2B	LMA22B2	16
Marketing Management 1A	MMA11A1	12	Marketing Management 1B	MMA21B1	12
Transport Economics 2A	TRE12A2	16	Transport Economics 2B	TRE22B2	16
	4 Semester modules	60 Credits		5 Semester modules	76 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Logistics Management 3A	LMA13A3	16	Logistics Management 3B	LMA23B3	16
Logistics Management Systems 3A	LMS13A3	16	Logistics Management Systems 3B	LMS23B3	16
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Transport Economics 3A	TRE13A3	16	Transport Economics 3B	TRE23B3	16
	4 Semester modules	64 Credits		4 Semester Modules	64 Credits

- Accounting A (ACC0AA1) and Accounting B (ACC0BB1) are couplet modules.

CBE.79 BACHELOR DEGREE PROGRAMMES

The College of Business and Economics offers the following Bachelor Degree Programmes:

- Bachelor of Accounting (B34CAQ)
 - Bachelor of Hospitality Management* (B34HNQ)
 - Bachelor of Human Resource Management (B34HRQ)
 - Bachelor of Human Resource Management (Fully Online) (B34HRP)
 - Bachelor of Tourism Development and Management* (B34TDQ)
- Qualifications are offered at the **APK** Campus.
- Qualifications indicated with * are offered at the **APB** Campus.
- Qualifications indicated as “(fully online)” mean students do not have to come to campus.

Students have to complete ONE of the following two online elective modules to graduate:

- African Insights (AFRINY1)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can

enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate**

- (ii) **Artificial Intelligence in the 4IR (AI4IR00)** is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective module is required to graduate.**

The completion of this online module is highly recommended, however not required to graduate:
Personal Development Programme (S3PAO14) is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completing this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulting 101. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. The completion of this online module is highly recommended, however **not required to graduate.**

CBE.80 BACHELOR OF ACCOUNTING

(B34CAQ)

CHARTERED ACCOUNTANCY STREAM

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 404

PURPOSE

The purpose of this qualification is to provide a well-rounded, technically focused education that equips students with the technical knowledge base, proficiency a professional values, attitudes and acumen (PVAAs) that will enable them to demonstrate initiative and responsibility, and that will enable the development of leadership qualities.

The programme is designed in consultation with the South African Institute of Chartered Accountants (SAICA) and recognised by them as a requirement to practice as a Chartered Accountant. This qualification requires a thorough grounding in the knowledge, theory, principles, and skills of the profession or career concerned and the ability to apply these to professional or career contexts. The programme also serves as a basis for entry into several postgraduate study opportunities.

NOTE: The curriculum below allows admission to the Postgraduate Diploma in Accounting Science (E3A57Q) programme, which is recommended for students who intend writing the Initial Test of Competence (ITC) of the South African Institute of Chartered Accountants.

CURRICULUM

COURSEWORK							
FIRST YEAR							
YEAR MODULES							
MODULE NAME			MODULE CODE		NQF CREDITS		
Accounting 100			ACC100		28		
Commerce 100			COM100		24		
Introduction to Law 100			INL100		32		
Economics 100			ECO100		24		
SEMESTER MODULES							
FIRST SEMESTER			SECOND SEMESTER				
MODULE NAME		MODULE CODE	NQF CREDITS	MODULE NAME		MODULE CODE	NQF CREDITS
Business Mathematics 100		MAT100	14	Accounting Studies 100		AST1B01	12
4 Year Modules and 2 Semester Modules				134 Credits			

SECOND YEAR		
YEAR MODULES		
MODULE NAME	MODULE CODE	NQF CREDITS
Accounting 200	ACC200	30
Auditing and Ethics	AAE200	24
Financial Management 200	FMA200	28
SEMESTER MODULE PRESENTED OVER A YEAR		
MODULE NAME	MODULE CODE	NQF CREDITS
Taxation 200	TAX2AB0	12

SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Informatics 100	IFM100	12	Commercial Law 100	CML1B01	12
Accounting Studies 200	AST2A01	10			
3 Year modules, 1 Semester modules presented over a year, and 3 Semester modules			128 Credits		

THIRD YEAR					
YEAR MODULES					
MODULE NAME			MODULE CODE		NQF CREDITS
Accounting 300			ACC300		34
Auditing 300			AUD300		34
Financial Management 300			FMA300		34
Taxation 300			TAX300		34
			4 Year Modules		136 Credits
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
4IR Accounting	ACC4IRA	6			
4 Year Modules 1 Semester Module			142 Credits		

PURPOSE

The purpose of this qualification is to provide prospective students with intellectual and theoretical knowledge as well as practical workplace-related managerial and leadership skills required for entry-level professionals in the public and private hospitality environment.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Business Communication 1A	ABC1AA1	12	Applied Business Communication 1B	ABC1BB1	12
Food and Beverage Studies 1A	FBS1AA1	12	Food and Beverage Studies 1B	FBS1BB1	12
Hospitality Financial Management 1A	HFM01A1	12	Hospitality Financial Management 1B	HFM01B1	12
Management in Tourism and Hospitality 1A	MRH1AA1	12	Management in Tourism and Hospitality 1B	MRH1BB1	12
Rooms Division and Revenue Management 1A	RDM1AA1	12	Rooms Division and Revenue Management 1B	RDM1BB1	12
	5 Semester Modules	60 Credits		5 Semester Modules	60 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Food and Beverage Studies 2A	FBS2AA2	12	Food and Beverage Studies 2B	FBS2BB2	12
Hospitality Financial Management 2A	HFM02A2	12	Hospitality Financial Management 2B	HFM02B2	12
Management in Tourism and Hospitality 2A	MRH2AA2	14	Hospitality Marketing Management 2B	HMN2BB2	14
IT Applications for Hospitality Management 2A	ITH1AA1	8	Organisational Behaviour 2B	OGB2BB2	12
Rooms Division and Revenue Management 2A	RDM2AA2	14	Rooms Division and Revenue Management 2B	RDM2BB2	14
	5 Semester Modules	60 Credits		5 Semester Modules	65 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Food and Beverage Studies 3A	FBS3AA3	12	Food and Beverage Studies 3B	FBS3BB3	12
Hospitality Financial Management 3A	HFM3AA3	12	Hospitality Financial Management 3B	HFM3BB3	12
Management in Tourism and Hospitality 3A	MTH3AA3	16	Management in Tourism and Hospitality 3B	MTH3BB3	16
Introduction to Tourism and Hospitality Research Methodology 3A	IRM3AA3	14	Tourism and Hospitality Research Project 3B	TRP3BB3	14
Rooms Division and Revenue Management 3A	RDM3AA3	14	Rooms Division and Revenue Management 3B	RDM3BB3	14
	5 Semester Modules	68 Credits		5 Semester Modules	68 Credits

PROMOTION REQUIREMENTS

Students are promoted to the next year of study if they have complied with all the subject prerequisites for the following year.

Students must complete all outstanding modules of the previous year of study, before they may take modules from the next year of study.

From first year of study to second year:

- Management in Tourism and Hospitality 1A and 1B are prerequisites for Management in Tourism and Hospitality 2A and Hospitality Marketing Management 2B.
- Hospitality Financial Management 1A and 1B are prerequisites for Hospitality Financial Management 2A and 2B.
- Food and Beverage Studies 1A and 1B are prerequisites for Food and Beverage Studies 2A and 2B.
- Rooms Division and Revenue Management 1A and 1B are prerequisites for Rooms Division and Revenue Management 2A and 2B.

From the second year of study to the third year:

- Management in Tourism and Hospitality 2A and Hospitality Marketing Management 2B are prerequisites for Management in Tourism and Hospitality 3A and 3B.
- Hospitality Financial Management 2A and 2B are prerequisites for Hospitality Financial Management 3A and 3B.
- Food and Beverage Studies 2A and 2B are prerequisites for Food and Beverage Studies 3A and 3B.
- Rooms Division and Revenue Management 2A and 2B are prerequisites for Rooms Division and Revenue Management 3A and 3B.

CBE.82 BACHELOR OF HUMAN RESOURCE MANAGEMENT

(B34HRQ)

FULL-TIME

NQF LEVEL: 7

NQF CREDITS: 433

PURPOSE

The purpose of the Bachelor of Human Resource Management (BHRM) degree is to equip students with an in-depth grounding in human resource management (HRM) knowledge, theory, principles, and skills so that they may contribute to the multi-functional, multinational public and business sectors, confidently executing analytical, interpretive, strategic, and integrative skills. The BHRM degree is designed to empower students to gain a set of skills, values, attitudes, and knowledge to enable them to:

- contribute to the development, growth, competitiveness, and sustainability of organisational assets: employees, teams, and associated communities;

- formulate, plan, strategise, execute, measure, and improve HRM and business processes, practices, systems, and solutions;
- partner, learn from, and collaborate with national, regional, and global HRM and business stakeholders to improve the performance of human capital via talent development;
- apply innovation and technology to implement and improve HRM and business systems, policy, procedure, and best practices; and
- comply with good governance, strong ethics, and quality performance standards when implementing, managing, and improving HRM and business practices.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Business Management 1A	BMA11A1	12	Business Management 1B	BMA21B1	12
Human Resource Management 1A	HRM1AA1	12	Human Resource Management 1B	HRM1BB1	12
Industrial Psychology 1A	IPS11A1	16	Industrial Psychology 1B	IPS21B1	16
Mathematics: Finance and Business 1A	MATDCA1	12	Mathematics: Finance and Business 1B	MATDCB1	12
Public Management and Governance 1A	PMG1AA1	16	Public Management and Governance 1B	PMG1BB1	16
	5 Semester Modules	68 Credits		5 Semester Modules	68 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Analytical Techniques 1A	ATE01A1	15			
Human Resource Management 2A	HRM2AA2	12	Human Resource Management 2B	HRM2BB2	12
Industrial Psychology 2A	IPS12A2	16	Industrial Psychology 2B	IPS22B2	16
Introductory Labour Law	ILL41A0	12	Project Management	PRM3BB3	14
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows on your 1 st semester elective:		
Business Management 2A	BMG02A2	16	Business Management 2B	BMG02B2	16
Public Management and Governance 2A	PMG2AA2	16	Public Management and Governance 2B	PMG2BB2	16
	5 Semester Modules	71 Credits		4 Semester Modules	58 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Human Resource Management 3A	HRM3AA1	12	Human Resource Management 3B	HRM3BB2	12
Human Resource Management 3C	HRM3CA1	16	Human Resource Management 3D	HRM3DB2	16
Industrial Psychology 3A	IPS13A3	16	Industrial Psychology 3B	IPS23B3	16
Electives - choose ONE of the following:			Electives - choose ONE of the following that follows in your 1 st semester elective:		
Business Management 3A	BMA13A3	16	Business Management 3B	BMG03B3	16
Public Management and Governance 3A	PMG3AA3	24	Public Management and Governance 3B	PMG3BB3	24
	4 Semester Modules	84 Credits		4 Semester Modules	84 Credits

CBE.83 BACHELOR OF HUMAN RESOURCE MANAGEMENT

(B34HRP)

FULLY ONLINE

NQF LEVEL: 7

NQF CREDITS: 371

This fully online programme use the “carousel model” of enrolment using six cohorts of enrolment. This model enables six student intakes per year. The model has been designed to allow students to start in any given term.

PURPOSE

The purpose of the Bachelor of Human Resource Management (BHRM) degree is to equip students with an in-depth grounding in human resource management (HRM) knowledge, theory, principles, and skills so that they may contribute to the multi-functional, multinational public and business sectors, confidently executing analytical, interpretive, strategic, and integrative skills. The BHRM degree is designed to empower students to gain a set of skills, values, attitudes, and knowledge to enable them to:

- contribute to the development, growth, competitiveness, and sustainability of organisational assets: employees, teams, and associated communities;
- formulate, plan, strategise, execute, measure, and improve HRM and business processes, practices, systems, and solutions;
- partner, learn from, and collaborate with national, regional, and global HRM and business stakeholders to improve the performance of human capital via talent development;
- apply innovation and technology to implement and improve HRM and business systems, policy, procedure, and best practices; and
- comply with good governance, strong ethics, and quality performance standards when implementing, managing, and improving HRM and business practices.

CURRICULUM

MODULE CODE	MODULE NAME	MODULE CREDITS
FIRST YEAR		
BM1ACP1	Business Management 1A	12
HRMACP1	Human Resource Management 1A	12
IPAACP1	Industrial Psychology 1AA	8
IPABCP1	Industrial Psychology 1AB	8
IMAACP1	Information Management 1AA	8
MT1ACP1	Mathematics: Finance and Business 1A	12
6 Modules		60 Credits
SECOND YEAR		
BM1BCP1	Business Management 1B	12
HRMBCP1	Human Resource Management 1B	12
IPBACP2	Industrial Psychology 1BA	8
IPBBCP2	Industrial Psychology 1BB	8
IMABCP1	Information Management 1AB	8
MT1BCP1	Mathematics: Finance and Business 1B	12
6 Modules		60 Credits
THIRD YEAR		
ATEACP2	Analytical Techniques 1A	15
BM2ACP2	Business Management 2A	16
HRMACP2	Human Resource Management 2A	12
HRMBCP2	Human Resource Management 2B	12
IP2ACP2	Industrial Psychology 2A	16
ILL2CP2	Introductory Labour Law	12
6 Modules		83 Credits
FOURTH YEAR		
BM2BCP2	Business Management 2B	16
HRMACP3	Human Resource Management 3A	12
HRMCCP3	Human Resource Management 3C	16
IP2BCP2	Industrial Psychology 2B	16
IP3ACP3	Industrial Psychology 3A	16
PMT3CP3	Project Management	14
6 Modules		90 Credits
FIFTH YEAR		
BM3ACP3	Business Management 3A	16
BM3BCP3	Business Management 3B	16
HRMBCP3	Human Resource Management 3B	12
HRMDCP3	Human Resource Management 3D	16
IP3BCP3	Industrial Psychology 3B	16
5 Modules		76 Credits

BACHELOR OF HUMAN RESOURCE MANAGEMENT (B34HRQ) - 2026 CAROUSEL

INTAKE	MODULE CODE	MODULE NAME	MODULE CREDIT
D1-2025 Intake 13 January 2025	BM3ACP3	Business Management 3A	16
	ILL2CP2	Introductory Labour Law	16
	IPABCP1	Industrial Psychology 1AB	8
	IPAACP1	Industrial Psychology 1AA	8
D2-2025 Intake 10 March 2025	BM3BCP3	Business Management 3B	16
	HRMACP2	Human Resource Management 2A	12
	BM1ACP1	Business Management 1A	12
D3-2025 Intake 05 May 2025	HRMCCP3	Human Resource Management 3C	16
	HRMBCP2	Human Resource Management 2B	12
	IMAACP1	Information Management 1AA	8
D4-2025 Intake 30 June 2025	HRMDCP3	Human Resource Management 3D	16
	IP2BCP2	Industrial Psychology 2B	16
	ATEACP2	Analytical Techniques A	15
	MT1BCP1	Mathematics: Finance & Business 1B	12
	MT1ACP1	Mathematics: Finance & Business 1A	12
D5-2025 Intake 25 August 2025	HRMBCP3	Human Resource Management 3B	12
	HRMACP3	Human Resource Management 3A	12
	IP2ACP2	Industrial Psychology 2A	16
	IPABCP1	Industrial Psychology 1AB	8
	IPAACP1	Industrial Psychology 1AA	8
D6-2025 Intake 20 October 2025	HRMBCP3	Human Resource Management 3B	12
	HRMACP3	Human Resource Management 3A	12
	IP2BCP2	Industrial Psychology 2B	16
	ATEACP2	Analytical Techniques A	15
	IMABCP1	Information Management 1AB	8

CBE.84 BACHELOR OF TOURISM DEVELOPMENT AND MANAGEMENT (B34TDQ)**FULL-TIME****NQF LEVEL: 7****NQF CREDITS: 362****PURPOSE**

The purpose of the programme is to provide students with knowledge and skills within an interdisciplinary tourism environment. The student will be prepared to enter both the public and private tourism sectors as entry-level non-professionals, and will be able to utilize and apply critical thinking skills and problem-solving techniques within a tourism development and management environment.

CURRICULUM

FIRST YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Applied Business Communication 1A	ABC1AA1	12	Applied Business Communication 1B	ABC1BB1	12
Cultural Tourism 1A	CLT1AA1	12	Cultural Tourism 1B	CLT1BB1	12
Management in Tourism and Hospitality 1A	MRH1AA1	12	Management in Tourism and Hospitality 1B	MRH1BB1	12
Tourism Development 1A	TDV1AA1	12	Tourism Development 1B	TDV1BB1	12
Tourism Marketing 1A	TOM1AA1	12	Tourism Marketing 1B	TOM1BB1	12
	5 Semester Modules	60 Credits		5 Semester Modules	60 Credits

SECOND YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Cultural Tourism 2A	CLT2AA2	12	Cultural Tourism 2B	CLT2BB2	12
Management in Tourism and Hospitality 2A	MRH2AA2	14	Financial Management in Tourism 2B	FNT2BB2	12
Tourism Destinations 2A	TRD2AA2	12	Tourism Destinations 2B	TRD2BB2	12
Tourism Development 2A	TDV2AA2	12	Tourism Development 2B	TDV2BB2	12
Tourism Marketing 2A	TOM2AA2	12	Tourism Marketing 2B	TOM2BB2	12
	5 Semester Modules	62 Credits		5 Semester Modules	60 Credits

THIRD YEAR					
SEMESTER MODULES					
FIRST SEMESTER			SECOND SEMESTER		
MODULE NAME	MODULE CODE	NQF CREDITS	MODULE NAME	MODULE CODE	NQF CREDITS
Events Management 3A	EVM3AA3	14	Enterprise Development 3B	EPD3BB3	14
Introduction to Tourism and Hospitality Research Methodology 3A	IRM3AA3	14	Tourism and Hospitality Research Project 3B	TRP3BB3	14
Management in Tourism and Hospitality 3A	MTH3AA3	16	Management in Tourism and Hospitality 3B	MTH3BB3	16
Tourism Development 3A	TOU13A3	16	Tourism Development 3B	TOU23B3	16
	4 Semester Modules	60 Credits		4 Semester Modules	60 Credits

PROMOTION REQUIREMENTS

- Students are promoted to the next year of study if they have complied with all the module prerequisites for the following year.
- Students must complete all outstanding modules of the previous year of study, before they may take modules from the next year of study.

From the first year of study to the second year:

- Management in Tourism and Hospitality 1A and 1B are prerequisites for Financial Management in Tourism 2B.
- Tourism Marketing 1A and 1B are prerequisites for Tourism Marketing 2A and 2B.
- Tourism Development 1A and 1B are prerequisites for Tourism Development 2A and 2B.
- Cultural Tourism 1A and 1B are prerequisites for Cultural Tourism 2A and 2B.

From the second year to the third year:

- Both Management in Tourism and Hospitality 2A and Financial Management in Tourism 2B are prerequisites for Management in Tourism and Hospitality 3A and 3B.
- Tourism Development 2A and 2B are prerequisites for Tourism Development 3A and 3B.

CBE.85 ALPHABETICAL LIST OF MODULE CODES, MODULE NAME AND PREREQUISITES FOR BACHELOR OF ARTS (BA), BACHELOR OF COMMERCE (BCOM) AND BACHELOR'S DEGREES

MODULE CODE	MODULE NAME	PREREQUISITE
ACC4IRA	4IR Accounting A	
ACC4IRB	4IR Accounting B	
ACC100	Accounting 100	NSC Maths Level 5
ACC1CP1	Accounting 11	
ACC2CP1	Accounting 12	
ACC01A1	Accounting 1A	NSC Maths Level 4
ACC01B1	Accounting 1B	ACC01A1 – 40%
ACC200	Accounting 200	ACC100
ACC1CP2	Accounting 21	ACC2CP1
ACC2CP2	Accounting 22	ACC2CP1
ACC01AO	Accounting 1A	
ACC01BO	Accounting 1B	
ACT02A2	Accounting 2A	ACC01A1, ACC01B1 ACT02A2 – 40% (couplet)
ACT02AO	Accounting 2A	
ACT02B2 or ACC02B2	Accounting 2B	ACC01A1, ACC01B1 ACT02A2 – 40% (couplet)
ACT02BO	Accounting 2B	
ACC300	Accounting 300	ACC200
ACC1CP3	Accounting 31	
ACC2CP3	Accounting 32	
ACC3AB0	Accounting 3AB	ACT02B2
ACC0AA1	Accounting A	NSC Maths Level 3 / 4 ACC0AA1 – 40% (couplet)
ACC0BB1	Accounting B	ACC0AA1 – 40% (couplet)
ASA1CP2	Accounting Software Applications 21	
AST1B01	Accounting Studies 100	
AST2A01	Accounting Studies 200	
AST1CP2	Accounting Studies 21	
AFRINY1	African Insights	
ATE01A1	Analytical Techniques 1A	NSC Math Level 4
ATE01AO	Analytical Techniques 1A	
ATEACP2	Analytical Techniques 1A	
ATE01A1	Analytical Techniques 1A on the Bachelor of Human Resource Management qualification	Mathematics: Finance & Business 1A (MATDCA1) and Mathematics: Finance & Business1B (MATDCB1)
ATE01B1	Analytical Techniques 1B	NSC Math Level 4, ATE01A1
ATE01BO	Analytical Techniques 1B	
ABC1AA1	Applied Business Communication 1A	
ABC1BB1	Applied Business Communication 1B	
AFA03A3	Applied Financial Analysis 3A	
AFA03AO	Applied Financial Analysis 3A	
AFA03B3	Applied Financial Analysis 3B	
AFA03BO	Applied Financial Analysis 3B	
AFT02A2	Applied Financial Techniques 2A	
AFT02AO	Applied Financial Techniques 2A	
4I4IR00	Artificial Intelligence in the 4IR	

MODULE CODE	MODULE NAME	PREREQUISITE
AAE200	Auditing and Ethics	
AUD300	Auditing 300	AAE200
AUD1CP3	Auditing 31	ACC1CP2
AUD2CP3	Auditing 32	ACC2CP2
BHF3A03	Behavioural Finance 3A	
BHF3A00	Behavioural Finance 3A	
CBS1BB1	Business Communication	
BIS22A2	Business Information Systems 2A	
BIS22B2	Business Information Systems 2B	
BIR3AA3	Business Intelligence Report Writing 3A	
BM1ACP1	Business Management 1A	
BMA11A1	Business Management 1A	NSC Maths Level 3
BMA11AO	Business Management 1A	
BM1BCP1	Business Management 1B	
BMA21B1	Business Management 1B	
BMA21BO	Business Management 1B	
BM2ACP2	Business Management 2A	BM1ACP1
BMG02A2	Business Management 2A	BMA11A1
BM2BCP2	Business Management 2B	BM1BCP1
BMG02B2	Business Management 2B	BMA21B1
BM3ACP3	Business Management 3A	BM2ACP2
BMA13A3	Business Management 3A	BMA21B1
BM3BCP3	Business Management 3B	BM2BCP2
BMG03B3	Business Management 3B	
MAT100	Business Mathematics 100	
CST1CP3	Case Study in Accounting 31	ACC1CP1, ACC1CP3, ACC2CP3, ASA1CP2, AST1CP2, AUD1CP3, AUD2CP3, ECO1CP1, EFC1CP1, FNM1CP1, FNM2CP1, FNM1CP2, FNM2CP2, FNM1CP3, FNM2CP3, GRM1CP2, GRM2CP2, PRB1CP1, PRB2CP1
CST2CP3	Case Study in Accounting 32	ACC1CP1, ACC1CP3, ACC2CP3, ASA1CP2, AST1CP2, AUD1CP3, AUD2CP3, ECO1CP1, EFC1CP1, FNM1CP1, FNM2CP1, FNM1CP2, FNM2CP2, FNM1CP3, FNM2CP3, GRM1CP2, GRM2CP2, PRB1CP1, PRB2CP1
COM100	Commerce 100	
CCS22B2	Commercial Computer Systems	
CML1B01	Commercial Law 100	
COL41A1	Commercial Law 1A	
COL41B1	Commercial Law 1B	
MMK12A2	Consumer Behaviour	
CMA02B2	Cost and Management Accounting 2B	
CMA03A3	Cost and Management Accounting 3A	CMA02B2 – 40%*
CLT1AA1	Cultural Tourism 1A	

MODULE CODE	MODULE NAME	PREREQUISITE
CLT1BB1	Cultural Tourism 1B	
CLT2AA2	Cultural Tourism 2A	CLT1AA1, CLT1BB1
CLT2BB2	Cultural Tourism 2B	CLT1AA1, CLT1BB1
DEV1A01	Development Software 1A	
DEV1B01	Development Software 1B	
DEV2A01	Development Software 2A	
DEV2B01	Development Software 2B	
MMK3C13	Digital Marketing	MMA11A1
ECM02A2	Econometrics 2A	MAA00A1, MAA00B1
ECM02B2	Econometrics 2B	MAA00A1, MAA00B1
ECM03A3	Econometrics 3A	
ECM03B3	Econometrics 3B	
ECO100	Economics 100	
ECO1CP1	Economics 11	
ECO01A1	Economics 1A	NSC Maths Level 4
ECO01AO	Economics 1A	
ECO01B1	Economics 1B	
ECO01BO	Economics 1B	
ECO2AA2	Economics 2A	
ECO2BB2	Economics 2B	ECO01A1
ECO2CA2	Economics 2C	
ECO2DB2	Economics 2D	
ECO2DBO	Economics 2D	
ECO2EB2	Economics 2E	ECO01A1
ECO2FA2	Economics 2F	
ECO3AA3	Economics 3A	ECO01A1, ECO01B1
ECO3BB3	Economics 3B	ECO01A1, ECO01B1, ECO2AA2
ECO3CA3	Economics 3C	
ECO3DB3	Economics 3D	
EDT3BB3	Emerging and Disruptive Technologies in Information and Knowledge Management 3B	
ENG0CA1	English 1C	
ENG0DB1	English 1D	
EPD3AA3	Enterprise Development	
ETS12A2	Entrepreneurship 2A	
ETS22B2	Entrepreneurship 2B	
ETS13A3	Entrepreneurship 3A	
ETS23B3	Entrepreneurship 3B	
EFC02B2	Ethical Foundation to Commerce 2B	
EFC1CP1	Ethical Foundations to Commerce 11	
EVM3AA3	Events Management 3A	
FNM1CP1	Financial Management 11	
FNM2CP1	Financial Management 12	
FNM1B01	Financial Management 1B	NSC Maths Level 4
FMA200	Financial Management 200	
FNM1CP2	Financial Management 21	
FNM2CP2	Financial Management 22	
FNM22A2	Financial Management 2A	FNM1B01
FNM02A2	Financial Management 2A	FNM1B01
FNM02B2	Financial Management 2B	FNM1B01
FNM02C2	Financial Management 2C	

MODULE CODE	MODULE NAME	PREREQUISITE
FMA300	Financial Management 300	FMA200
FNM1CP3	Financial Management 31	
FNM2CP3	Financial Management 32	
FNM03A3	Financial Management 3A	FNM1B01, FNM02B2
FNM03B3	Financial Management 3B	FNM1B01, FNM22A2 or IVM02A2
FNT2BB2	Financial Management in Tourism 2B	MRH1AA1, MRH1BB1
FMI02A2	Financial Markets and Institutions 2A	
FMR02A2	Financial Markets Rules and Regulations 2A	
FMR02AO	Financial Markets Rules and Regulations 2A (Online)	
FNP03A3	Financial Planning 3A	
FNP03AO	Financial Planning 3A	
FNP03B3	Financial Planning 3B	FNP03A3
FNP03BO	Financial Planning 3B	
FBS1AA1	Food and Beverage Studies 1A	
FBS1BB1	Food and Beverage Studies 1B	
FBS2AA2	Food and Beverage Studies 2A	FBS1AA1, FBS1BB1
FBS2BB2	Food and Beverage Studies 2B	FBS1AA1, FBS1BB1
FBS3AA3	Food and Beverage Studies 3A	FBS2AA2, FBS2BB2
FBS3BB3	Food and Beverage Studies 3B	FBS2AA2, FBS2BB2
GAC02A2	Governance and Control 2A	
GOC3AB0	Governance and Control 3AB	GAC02A2
GRM1CP2	Governance, Risk, Management and Control 21	
GRM2CP2	Governance, Risk, Management and Control 22	
HFM01A1	Hospitality Financial Management 1A	
HFM01B1	Hospitality Financial Management 1B	
HFM02A2	Hospitality Financial Management 2A	HFM01A1, HFM01B1
HFM02B2	Hospitality Financial Management 2B	HFM01A1, HFM01B1
HFM3AA3	Hospitality Financial Management 3A	HFM02A2, HFM02B2
HFM3BB3	Hospitality Financial Management 3B	HFM02A2, HFM02B2
HMM2BB2	Hospitality Management 2B	MRH1AA1& MRH1BB1
HMN2BB2	Hospitality Financial Management 2B	MRH1AA1& MRH1BB1
HRM1AA1	Human Resource Management 1A	
HRMACP1	Human Resource Management 1A	
HRM1BB1	Human Resource Management 1B	
HRMBCP1	Human Resource Management 1B	
HRM2AA2	Human Resource Management 2A	
HRMACP2	Human Resource Management 2A	
HRM2BB2	Human Resource Management 2B	
HRMBCP2	Human Resource Management 2B	
HRM3AA1	Human Resource Management 3A	
HRMACP3	Human Resource Management 3A	
HRM23B3 HRM3BB2	Human Resource Management 3B	HRM11A1, HRM21B1 HRM12A2, HRM22B2 HRM1AA1, HRM1BB1 HRM2AA2, HRM2BB2
HRM3BB2	Human Resource Management 3B	HRM1AA1, HRM1BB1, HRM2AA2,

MODULE CODE	MODULE NAME	PREREQUISITE
		HRM2BB2, HRM3AA1
HRMBCP3	Human Resource Management 3B	HRMACP1, HRMBCP1, HRMACP2, HRMBCP2, HRMACP3
HRM3CA1	Human Resource Management 3C	
HRM3DB2	Human Resource Management 3D	
IPS11A1	Industrial Psychology 1A	
IPACCP1	Industrial Psychology 1AA	
IPABCP1	Industrial Psychology 1AB	IPACCP1
IPS21B1	Industrial Psychology 1B	
IPBACP2	Industrial Psychology 1BA	
IPBBCP2	Industrial Psychology 1BB	
IP2ACP2	Industrial Psychology 2A	ATEACP2
IPS12A2	Industrial Psychology 2A	
IP2BCP2	Industrial Psychology 2B	
IPS22B2	Industrial psychology 2B	Co-Requisite ATE01A1
IPS22B2	Industrial psychology 2B	SMT01A1, SMT1A10
IP3ACP3	Industrial Psychology 3A	
IPS13A3	Industrial Psychology 3A	
IP3BCP3	Industrial Psychology 3B	IPACCP1, IPABCP1, IP2ACP2
IPS23B3	Industrial Psychology 3B	IPS11A1, IPS12A2
IFM100	Informatics 100	
ILK1A11	Information Management 1A	
IMA11A1	Information Management 1A	
IMACCP1	Information Management 1AA	
IMABCP1	Information Management 1AB	
ILK1B21	Information Management 1B	
IMA21B1	Information Management 1B	
IMA12A2	Information Management 2A	
IMA22B2	Information Management 2B	
IMA13A3	Information Management 3A	
IMA23B3	Information Management 3B	
IMP11A1	Information Portals	
ILS1A01	Information Systems 1A	
ILS1B01	Information Systems 1B	
ILS2A01	Information Systems 2A	
ILS2B01	Information Systems 2B	
ILS3A01	Information Systems 3A	
ILS3B01	Information Systems 3B	
ITF01B1	Introduction to Finance 1B	
ITF01BO	Introduction to Finance 1B	
IRM3AA3	Introduction to Tourism and Hospitality Research Methodology 3A	
PRO001	Information Systems Project	
MMK2C22	Integrated Marketing Communication	
ITR3AA3	Intro to Tourism Research Methodology	
INL100	Introduction to Law 100	
ILL2CP2	Introductory Labour Law	
ILL41A0	Introductory Labour Law	
MAA00A1	Introductory Mathematical Analysis A	
INM02A2	Investment Management 2A	

MODULE CODE	MODULE NAME	PREREQUISITE
INM02AO	Investment Management 2A	
INM02B2	Investment Management 2B	
INM02BO	Investment Management 2A	
INM03A3	Investment Management 3A	
INM03AO	Investment Management 3A	
INM03B3	Investment Management 3B	
INM03BO	Investment Management 3B	
ITH1AA1	IT Applications for Hospitality Management	
IMR23B3	Knowledge at Risk 3A	
IMK22B2	Knowledge Economy 2B	
IMM13A3	Knowledge Mentoring 3A	
LMA12A2	Logistics Management 2A	
LMA22B2	Logistics Management 2B	
LMA13A3	Logistics Management 3A	LMA12A2
LMA23B3	Logistics Management 3B	LMA12A2
LMS13A3	Logistics Management Systems 3A	LMS12A2
LMS23B3	Logistics Management Systems 3B	LMS12A2
MAS02A2	Management Accounting Strategy 2A	
MAS02B2	Management Accounting Strategy 2B	
MRH1AA1	Management in Tourism and Hospitality 1A	
MRH1BB1	Management in Tourism and Hospitality 1B	
MRH2AA2	Management in Tourism and Hospitality 2A	MRH1AA1, MRH1BB1
MTH3AA3	Management in Tourism and Hospitality 3A	MTH2AA2, MTH2BB2
MTH3BB3	Management in Tourism and Hospitality 3B	MTH2AA2, MTH2BB2
MMA11A1	Marketing Management 1A	
MMA21B1	Marketing Management 1B	
MMK13A3	Marketing Research	
MAA00B1	Mathematical Analysis B	MAA00A1
MATDCA1	Mathematics: Finance and Business 1A	
MT1ACP1	Mathematics: Finance and Business 1A	
MT1BCP1	Mathematics: Finance and Business 1B	
MATDCB1	Mathematics: Finance and Business1B	MATDCA1
OGB2BB2	Organisational Behaviour 2B	
S3PA014	Personal Development Programme	
POL1AA1	Politics 1A	
POL1BB1	Politics 1B	
POL2AA2	Politics 2A	
POL2BB2	Politics 2B	
POL3AA3	Politics 3A	
POL3BB3	Politics 3B	
PFS01A1	Professional Skills 1A	
PFS01AO	Professional Skills 1A	
PMT3CP3	Project Management	
PRM3BB3	Project Management	
PVM02A2	Property Valuation and Management 2A	
PVM02B2	Property Valuation and Management 2B	
PVM03A3	Property Valuation and Management 3A	
PVM03B3	Property Valuation and Management 3B	
PSY1AA1	Psychology 1A	All programmes
PSY1BB1	Psychology 1B	All programmes, PSY1AA1

MODULE CODE	MODULE NAME	PREREQUISITE
PSY2AA2	Psychology 2A: Developmental Psychology	All programmes, PSY1AA1, PSY1BB1
PSY2CA2	Psychology 2C: Social Psychology	All programmes, PSY1AA1, PSY1BB1
PSY2DB2	Psychology 2D: Positive Psychology	All programmes, PSY2AA2, PSY2CA2 (these prerequisites are applicable only when Psychology is taken as a major)
PSY2HB2	Psychology 2H: Personality Psychology	All programmes, PSY2AA2, PSY2CA2 (these prerequisites are applicable only when Psychology is taken as a major)
PSY3AA3	Psychology 3A: Research Psychology	All programmes, PSY2DB2, PSY2HB2
PSY3DB3	Psychology 3D: Psychopathology	All programmes, PSY3AA3 PSY3EA3
PSY3EA3	Psychology 3E: Community Psychology	All programmes, PSY2DB2, PSY2HB2
PSY3FB3	Psychology 3F: Psychotherapy Theory and Models	All programmes, PSY3AA3
PSY3GA3	Psychology 3G: Cognitive Psychology	
PLG1AA1	Public Leadership and Local Governance 1A	
PLG1BB1	Public Leadership and Local Governance 1B	
PLG2AA1	Public Leadership and Local Governance 2A	
PLG2BB1	Public Leadership and Local Governance 2B	
PLG3AA1	Public Leadership and Local Governance 3A	
PLG3BB1	Public Leadership and Local Governance 3B	
PMG1AA1	Public Management and Governance 1A	
PMG1BB1	Public Management and Governance 1B	
PMG2AA2	Public Management and Governance 2A	
PMG2BB2	Public Management and Governance 2B	
PMG3AA3	Public Management and Governance 3A	
PMG3BB3	Public Management and Governance 3B	
PMG3C13	Public Management and Governance 3C	
PMG3D23	Public Management and Governance 3D	
QTE2AA2	Quantitative Economics 2A	MAA00B1
QTE2BB2	Quantitative Economics 2B	QTE2AA2
QTE2BB2	Quantitative Economics 2B	QTE2AA2
QTE3AA3	Quantitative Economics 3A	QTE2BB2
QTE3BB3	Quantitative Economics 3B	QTE3AA3
QTF2B02	Quantitative Finance 2B	
QTF2B00	Quantitative Finance 2B	
QTF03A3	Quantitative Finance 3A	
QTF03AO	Quantitative Finance 3A	
QTF3B03	Quantitative Finance 3B	
QTF3B00	Quantitative Finance 3B	
RLE02B2	Real Estate 2B	
RLE02B0	Real Estate 2B	
RLE03A3	Real Estate 3A	
RLE03AO	Real Estate 3A	
RLE03B3	Real Estate 3B	
RLE03B0	Real Estate 3B	

MODULE CODE	MODULE NAME	PREREQUISITE
New code	Real Estate 31	
New code	Real Estate 32	
RDM1AA1	Rooms Division and Revenue Management 1A	
RDM1BB1	Rooms Division and Revenue Management 1B	
RDM2AA2	Rooms Division and Revenue Management 2A	RDM1AA1, RDM1BB1
RDM2BB2	Rooms Division and Revenue Management 2B	RDM1AA1, RDM1BB1
RDM3AA3	Rooms Division and Revenue Management 3A	RDM2AA2& RDM2BB2
RDM3BB3	Rooms Division and Revenue Management 3B	RDM2AA2& RDM2BB2
IMO21B1	Search Engine Optimisation	
MMK22B2	Services Marketing 2B	
IMS12A2	Social Media Management 2A	
MMK23B3	Strategic Marketing 3B	
TAX2AB0	Taxation 200	
TAX2B00	Taxation 2AB	
TAX3AB0	Taxation 3AB	TAX2B00
TAX300	Taxation 300	TAX2AB0
TRD2AA2	Tourism Destinations A	
TRD2BB2	Tourism Destinations B	
TDV11A1	Tourism Development 1A	
TDV1BB1	Tourism Development 1B	
TDV2AA2	Tourism Development 2A	TDV1AA1 & TDV1BB1
TDV2BB2	Tourism Development 2B	TDV1AA1 & TDV1BB1
TOU13A3	Tourism Development 3A	TDV2AA2 &TDV2BB2
TOU23B3	Tourism Development 3B	TDV2AA2 &TDV2BB2
TOM1AA1	Tourism Marketing 1A	
TOM1BB1	Tourism Marketing 1B	
TOM2AA2	Tourism Marketing 2A	TOM1AA1, TOM1BB1
TOM2BB2	Tourism Marketing 2B	TOM1AA1, TOM1BB1
TRR3BB3	Tourism Research Project B	
TRE11A1	Transport Economics 1A	
TRE21B1	Transport Economics 1B	
TRE12A2	Transport Economics 2A	
TRE22B2	Transport Economics 2B	
TRE13A3	Transport Economics 3A	
TRE23B3	Transport Economics 3B	
TRP3BB3	Tourism Hospitality Research Project 3B	

*CMA02B2: Cost and Management Accounting 2B - Final Mark of at least 40% for students in their final year of study, with only CMA03A3 outstanding.

SECTION D: OPTIONAL ONLINE MODULE FOR FIRST-YEAR STUDENTS

PURPOSE AND OUTCOMES OF THE OPTIONAL ONLINE MODULE OFFERED TO ALL UNDERGRADUATE FIRST-YEAR STUDENTS IN THE COLLEGE OF BUSINESS AND ECONOMICS

CBE.86 PERSONAL DEVELOPMENT PROGRAMME

Personal Development Programme

(S3PAO14)

ONLINE MODULE

NQF LEVEL: 5

PURPOSE

The purpose of the Personal Development Programme is to equip prospective first-year students to take full responsibility for their journey of self-development through self-mastery, ethical decision-making, character building, working effectively with others, and building their personal brand. These skills should assist them during their university tenure and when they enter the world of work.

OUTCOMES

Students should be able to:

- develop a mission statement to guide them to take full responsibility for their learning journey. Once students understand this responsibility, they can effectively manage their time as they focus on achieving their goals;
- identify their inherent strengths and weaknesses based on their personality type;
- develop their critical thinking abilities and identify which of the four mental processes they are weak in; mention which four mental processes;
- develop a solid ethical code that guides them on right and wrong and how to execute ethical decisions even in environments that do not allow;
- improve interpersonal communication by developing better relationships that bridge social, economic, and cultural values;
- work effectively with others who are different from them as they understand the personality differences that are inherent in all human beings;
- build their own personal brand as they learn how to prepare for interviews and effectively sell themselves to prospective employers; and
- develop the necessary skills required to make the transition into university and the world of work.

The completion of this online module is highly recommended, however not required to graduate:

Personal Development Programme (S3PAO14) is an online short learning programme for all first-year undergraduate students in the **College of Business and Economics** of the University of Johannesburg. Upon completing this short learning programme, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. The Personal Development Programme (**S3PAO14**) is a fully online module that comprises six units: (1) Character Building, (2) Ethical Decision Making, (3) Master Thyself, (4) Understanding Others, (5) Building Your Brand, and (6) Adulting 101. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. The completion of this online module is highly recommended; however, it is **not required to graduate**.

SECTION E: EXTENDED DIPLOMAS AND DIPLOMAS

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF MODULES OFFERED IN THE COLLEGE OF BUSINESS AND ECONOMICS FOR EXTENDED DIPLOMAS AND DIPLOMAS

CBE.87 APPLIED ACCOUNTANCY SKILLS

Applied Accountancy Skills 1A

(AAS1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce basic financial accounting at a level consistent with non-accounting students. In this module, the students will be provided with the basic principles of accounting, the recording of each transaction, and the accounting cycle. This module helps students to understand the process flow of assets, liabilities, equity, income, and expenses, and the accounting records of a basic entity. Students will also be introduced to the financial statements of a sole trader as a service entity and a trading entity.

OUTCOMES

Students should be able to:

- define and apply the basic accounting principles, concepts, and the accounting process;
- explain the various types of business undertakings that exist within the field of accounting;
- discuss the Conceptual Framework for financial reporting;
- identify and classify financial transactions according to the key elements of financial statements (assets, liabilities, equity, income, and expenses) and understand the effects these transactions have on the accounting equation;
- understand the accounting cycle from recording basic financial transactions from source documents to the journals (general journal, cash receipts journal, and cash payments journal), the general ledger, and prepare a trial balance;
- identify and interpret transactions related to the purchase, depreciation, and disposal of property, plant, and equipment; and
- prepare basic financial statements for a sole trader as a service entity and a trading entity

Applied Accountancy Skills 1B

(AAS1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce basic costing and financial management at a level consistent with non-accounting students. In this module, students will identify and analyse costs, learn to apply basic managerial accounting techniques, and prepare information for decision-making purposes, applicable to service, trade, and manufacturing entities.

OUTCOMES

Students should be able to:

- explain and understand the need for managerial accounting information;
- define cost accounting terminology and correctly use the basic principles of cost classification;
- define and understand the different terms and concepts in respect of inventory-holding and administering basic inventory systems;
- calculate the remuneration of employees;
- correctly classify overheads and calculate the fixed and variable components;
- understand the cost flow in a manufacturing concern and be able to determine the cost of manufactured products;

- discuss and apply the principles and theory of budgeting (personal and cash budgets only); and
- discuss and prepare basic flexible budgets.

Applied Financial Analysis 3B
SEMESTER MODULE
NQF LEVEL: 7

(AFA03B3)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to obtain relevant knowledge and practical application skills related to programming, financial modelling, and risk management.

OUTCOMES

Students should be able to:

- apply knowledge and skills in the use of software such as Excel and Visual Basic;
- develop skills in the creation and implementation of financial models;
- apply critical thinking skills to dealing with advanced modelling in finance; and
- use relevant software to manipulate, analyse, display, and interpret the data.

CBE.88 AUDITING AND INTERNAL CONTROL

Auditing and Internal Control 2A

(AIC22A2)

The definition of couplet modules is on page 53, point 4.2.2.

COUPLET MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an introduction to:

- the development of the auditing/accounting professions;
- the auditor's duties and responsibilities;
- codes of professional conduct;
- concepts regarding the audit process; and
- concepts for obtaining audit evidence.

OUTCOMES

Students should be able to explain the:

- responsibilities, functions and qualities of an auditor;
- professional ethics governing the work of the auditor;
- background of corporate governance principles in South Africa (an introduction)
- rights and duties covered by statute;
- responsibilities and legal liability of the auditor;
- concepts and principles relevant to the audit process;
- explain and describe the objectives and aspects to consider during the planning of an audit; and
- fundamental concepts for obtaining audit evidence.

Auditing and Internal Control 2B
COUPLET MODULE
NQF LEVEL: 6

(AIC22B2)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the basic principles of internal control and testing, in general, and applied to some business cycles.

OUTCOMES

Students should be able to:

- explain and advise on the framework for internal control and internal control evaluation; and
- explain and advise on the objectives, nature, and evaluation of internal control on the revenue and receipts, purchases and payments, payroll, and inventory cycles.

Auditing and Internal Control 3A

(AIC33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the basic principles of internal control and testing, in general, and as applied to some business cycles.

OUTCOMES

Students should be able to:

- describe the principles that determine the choosing of items for testing to gather audit evidence;
- perform audit planning by incorporating the preliminary evaluation of business risk, internal control, and audit risk;
- apply the audit plan into action for the revenue and receipts cycle, for the acquisition and payment cycle, and the inventory and production cycle; and
- apply the audit plan into action for finance and investment cycles.

Auditing and Internal Control 3B

(AIC33B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the basic principles of internal control and testing, in general, and as applied to some business cycles.

OUTCOMES

Students should be able to:

- audit around the computer (Pastel – integration with Financial Accounting (a practical approach);
- report preliminary findings to the Audit Manager;
- describe the principles that determine the form, content, and extent of audit documentation files (working papers);
- explain the electronic data-processing (EDP) systems (Input, processing, and output control);
- explain the financial regulations surrounding the national, provincial, and local government through the Public Finance Management Act and Municipal Finance Management Act; and
- explain and describe the principles of Corporate Governance.

CBE.89 APPLICATIONS FOR TOURISM AND HOSPITALITY

Computer Application for Tourism and Hospitality 1B

(CAS01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to general computer applications commonly used in the Tourism and Hospitality Industry. Students will also be equipped with the necessary skills for using end-user computing as well as academic applications.

OUTCOMES

Students should be able to:

- Demonstrate both theoretical and practical use of the following computer-based tasks to:
 - save, retrieve files, and navigate the basic operating system for end-user computing;
 - use basic functions for successful end-user computing;
 - use a word processing application, such as Microsoft Word;
 - use a presentation application, such as Microsoft PowerPoint, and
 - use a data analysis application, such as Microsoft Excel;
- Demonstrate the use of industry-related computer applications through practical case studies such as:
 - editing research articles; and
 - presentation skills.

CAS01BR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for Computer Application for Tourism and Hospitality 1B (CAS01B1). On passing this RPL assessment with a final mark of at least 65%, the student would have proved that (s)he has the required expertise needed for CAS01B1 and will therefore be granted a credit exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both CAS01B1 (the academic module) as well as CAS01BR (the RPL exam). On passing the RPL assessment (CAS01BR) with 65% (s)he will be granted a credit exemption for the module (CAS01B1). If a student fails, the RPL assessment (CAS01BR) (s)he will remain registered for CAS01B1. A fee of R500, as approved per year, is attached to the RPL assessment (CAS01BR). If a student passes the RPL assessment (CAS01BR) (s)he will be exempted from the module (CAS01B1) and the module fee for CAS01BR will be credited to his/her student account. If a student fails the RPL assessment (CAS01BR), it will be reflected as such on the student's academic transcript

CBE.90 BANKING OPERATIONS

Banking Operations 2B

(BOP22B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to explain regulations in the banking industry and all the operational processes that go along with the industry.

OUTCOMES

Students should be able to:

- explain the financial system and its role in the economy;
- identify and explain the principles of banking operations and how a bank operates, including the principles of savings and borrowings;
- discuss the instruments in the banking environment;
- discuss the operation of different types of microfinance institutions, including microfinance banks, and
- identify other institutions in the financial system.

CBE.91 BUSINESS ANALYSIS

Business Analysis 1A

(BAY01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the field of business analysis in an organisation and ensure students understand the basics of analysing how information systems and technologies impact business operations in the value chain.

OUTCOMES

Students should be able to:

- understand and analyse the roles and responsibilities of IT in businesses,
- define the gap that exists between businesspeople and IT people, and how this gap is bridged through business analysis,
- measure the successes of the use of information technology in businesses using basic benchmarking and baseline metrics,
- identify the five competitive forces model used to evaluate IT and business segments,
- understand the basics of business strategy and analysis by defining the generic strategies used by businesses when entering new markets, and
- understand the IT component in value chain analysis and how business uses IT to create value through the value chain.

Business Analysis 1B

(BAY01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the field of general management and leadership, the primary and secondary activities, including the functional areas and processes that add value for a business in the value chain.

OUTCOMES

Students should be able to:

- explain how the management tasks and decision-making relevant to all management levels are applied to business;
- explain how the integrated functions of purchasing, production, marketing, and finance integrate and add value to the business;
- explain the impact of financial investment decisions on the value chain;
- explain the task and general scope of human resources management in the value chain;
- explain communication as applied in business environments; and
- explain the value of information as a resource to the value chain and how information is shared across the internet and in e-business.

Business Analysis 2A

(BAY02A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the field of business environment analysis, value chain analysis, and the relationship of this analysis with information and general management.

OUTCOMES

Students should be able to:

- explain the components of a traditional and virtual value chain;
- explain the forces, tools, and techniques of environmental analysis;
- describe entrepreneurial qualities and structure in an IT business environment; and
- apply management functions and leadership skills to business.

Business Analysis 2B

(BAY02B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the field of business systems analysis in functional areas and processes, and the relationship these areas and processes have with information management and financial analysis.

OUTCOMES

Students should be able to:

- discuss how subsystems in business contribute to efficiency and effectiveness;
- explain how processes can integrate the functional areas of business and between businesses;
- calculate and interpret financial results with the use of financial statement analysis;
- compare financial statements of a business to the financial statements of businesses in the same industries; and
- explain how e-business technology can integrate the business environment.

Business Analysis 3A

(BAY03A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to apply contemporary management and strategic analysis techniques to determine the utilisation of information technology (IT) and other resources in a business.

OUTCOMES

Students should be able to:

- develop best practices to be used for diversity, ethics, creativity, innovation, and BEE at a workplace;
- explain globalisation in a business environment;
- explain the conditions that could be set for information auditing in corporate governance; and
- explain how basic strategic analysis techniques are used.

Business Analysis 3B

(BAY03B1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to introduce the student to the role of a business analyst by examining a wide spectrum of techniques that a business analyst uses in analysing businesses, competitive data, and information that includes strategic and competitive intelligence data. The student is introduced to contemporary skills useful to model business systems, analyse IT components of businesses, towards aligning IT with business objective. The student should be grounded in skills that facilitate the communication of findings/deviations/solutions to business stakeholders in a professional manner.

OUTCOMES

Students should be able to:

- explain, apply, and interpret competitive and strategic analysis techniques;
- apply business analysis problem-solving techniques;
- contextualising factors influencing solution design; and
- explain, apply, and interpret environmental, change, and stakeholder management analysis techniques.

CBE.92 BUSINESS MANAGEMENT

Business Management 1A

YEAR MODULE (BME0YA1)

SEMESTER MODULE (BMA01A1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the needs and wants of people, the production factors, the business environment, entrepreneurship, management theories, and tasks to enhance their understanding of the business context.

OUTCOMES

Students should be able to:

- describe the needs and wants of people and the role production factors play in a business;
- discuss how a business and its environment influence each other;
- describe entrepreneurship in the context of production factors;
- discuss the history and theories of management and also the impact thereof on organisations today; and
- explain the role of a manager and apply the management tasks.

Business Management 1B

YEAR MODULE (BME0YB1)

SEMESTER MODULE (BMA01B1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the functions of a business to enhance their business knowledge.

OUTCOMES

Students should be able to:

Discuss and apply the basic concepts and principles of the following business functions:

- human resources;
- marketing;
- finance;
- operations;
- supply chain;
- administration; and
- public relations.

Business Management 2A

(BMA02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with knowledge and applied competencies in managing operations effectively within a business environment.

OUTCOMES

Students should be able to:

- discuss operations from a system's perspective and apply different process types;
- discuss the role of the operations strategy in an organisation;
- apply process management and measurement;
- explain the importance of location and capacity management;
- apply the principles of demand forecasting; and
- explain the importance of project management and apply project planning techniques.

Business Management 2B

(BMA02B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with knowledge and applied competencies in managing finance effectively within a business environment.

OUTCOMES

Students should be able to:

- analyse the financial goals of an organisation;
- describe financial markets, institutions, and securities;
- explain financial statements;
- interpret financial statements by means of financial ratios;
- analyse the link between strategy, risk identification and assessment, and financial planning;
- apply the principles of budgeting; and
- apply the time value of money principle.

Business Management 3A

(BMA03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with knowledge and applied competencies in managing marketing or human resources effectively in a business environment.

OUTCOMES

Marketing Management module:

Students should be able to:

- explain marketing and apply the concepts of marketing;
- formulate a marketing strategy with specific reference to price, product, place (distribution), and promotion (marketing communication);

- appraise the importance of competition and competitive strategies;
- differentiate between market segmentation, target marketing and positioning; and
- distinguish marketing products from marketing services.

OR

Human Resource Management module:

Students should be able to:

- apply the principles underlying human resource planning - staffing, employee development, compensation, and governance;
- manage the effect of workforce diversity in a contemporary organisation;
- solve challenges in recruitment, selection, retrenchments, restructuring, and outsourcing;
- apply the principles of performance appraisals, training, and career development in improving organisational performance;
- demonstrate the effects of managing compensation, rewarding performance, and effective employee benefits; and
- apply principles of employee relations and of the Labour Relations Act.

Business Management 3B

(BMA03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

SUBJECT TYPE: SH

PURPOSE

The purpose of this module is to introduce students to contemporary management issues and to equip them in managing these issues within a business context.

OUTCOMES

Students should be able to:

- appraise the influence of the external environment and culture on the organisation;
- apply ethical principles and to be socially responsible within an organisation;
- manage a diverse workforce;
- employ effective teamwork principles in an organisation;
- manage technology, agility and change;
- apply the principles of strategy and internationalisation; and
- assess the concept of Africanisation and decolonisation and the impact thereof on organisations.

CBE.93 COMMUNICATION NETWORKS

Communication Networks 2A

(CMN02A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to understand the TCP/IP protocol suite and its role in enabling internetworking.

OUTCOMES

Students should be able to:

- demonstrate their understanding of the complexities and roles of the various components of the elements of the TCP/IP suite;
- define the design, role, purpose, and operation of the various components of the different applications and protocols within the suite;
- explain and describe the various underlying communication processes between network entities;

- demonstrate an understanding of how the various features and characteristics of the different protocols may influence network security and design decisions; and
- apply the knowledge acquired to implement an integrated network solution.

Communication Networks 2B

(CMN02B1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to give students the knowledge and skills to implement small to medium-sized networks utilising Open Source Software.

OUTCOMES

Students should be able to:

- analyse the business scenario and list the business requirements for designing a LAN.
- identify strengths and weaknesses of most network topologies;
- know how to design reliable networks;
- select appropriate LAN technologies for a network;
- know how to design and manage networks;
- demonstrate installation and configuration of Linux Operations System; and
- describe open source networking approaches, including NFS, SAMBA, FTP, Open SSH and Apache. Students should also be able to demonstrate the ability to configure at least three of these open source networking options.

Communication Networks 3A

(CMN03A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to give students a solid understanding of mobile data communication and its impact on personal and business data communications.

OUTCOMES

Students should:

- have an understanding of mobile data communication, including tethered mobility and wireless mobility;
- have a basic appreciation of the nature of wireless communication – including propagation mechanisms and interference;
- have an ability to discuss, compare and contrast old and emerging wireless technologies;
- be able to argue about the business implications of mobile data communication, including opportunities and challenges arising from embracing mobile data communications; and
- should be able to demonstrate the ability to configure wireless LAN (Wi-Fi) networking.

Communication Networks 3B

(CMN03B1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to gain knowledge to understand, design and implement network security solutions for industry.

OUTCOMES

Students should be able to:

- discuss network security management concepts and the role of policies in the process;
- explain and implement network security management strategies for small and medium-sized networks;
- demonstrate an understanding of the planning, design and implementation of a network; and
- design small, medium and large-scale networks, using a best practices approach to incorporate efficiency and security into such designs.

CBE.94 CONSUMER BEHAVIOUR

Consumer Behaviour A

SEMESTER MODULE

NQF LEVEL: 5

(CBR01A1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the concept of consumer behaviour and explain its impact on marketing. Students will be able to demonstrate an understanding of the key theories of consumer behaviour and factors that impact consumer behaviour in a marketing context.

OUTCOMES

Students should be able to:

- explain the concept of consumer behaviour;
- demonstrate an understanding of the importance of consumer behaviour in a marketing context;
- examine the impact of psychological factors on consumer behaviour; and
- investigate the underlying principles and theories of consumer behaviour and its implications on marketing strategies.

Consumer Behaviour B

SEMESTER MODULE

NQF LEVEL: 5

(CBR01B1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to describe the consumer-decision-making process as well as factors that impact consumer decision-making. Students will be able to explain key concepts in marketing and their role in the consumer behaviour context.

OUTCOMES

Students should be able to:

- describe the process and methods of segmentation, targeting and positioning in a consumer behaviour context;
- investigate the impact of external factors on consumer behaviour; and
- describe the major models of consumer decision-making processes and its influence on consumer behaviour and marketing.

CBE.95 COST AND FINANCIAL MANAGEMENT

Cost and Management Accounting 1A

(CNA11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce basic costing techniques and methods. Students need to demonstrate an understanding of how these costing techniques are used to determine the cost of goods manufactured.

OUTCOMES

Students should be able to:

- explain the terminology and basic principles of cost classification and cost behaviour;
- define the different terms and concepts in respect of inventory-holding;
- demonstrate and understand the cost of labour in a manufacturing environment;
- allocate overhead costs using various, defined methods; and
- prepare a manufacturing cost statement.

Cost and Management Accounting 2B

(CNA02B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH (The Best Mark X Highest Percentage 40:60 rule will apply to these modules.)

PURPOSE

The purpose of this module is to introduce basic costing systems. Students will demonstrate the ability to apply the various costing systems.

OUTCOMES

Students should be able to:

- identify and explain the different terms and concepts in respect of job costing and prepare job cost cards;
- prepare process costing reports using various inventory valuation methods;
- identify the various products of a joint production process and calculate the profit from a joint process;
- calculate and reconcile profit according to the direct and absorption costing methods; and
- perform a cost-volume-profit analysis (CVP) for a single product.

Cost and Management Accounting 3A

(CNA33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce performance measurement in business. In this module, students will prepare, analyse, and apply management accounting principles and techniques to prepare information for decision-making purposes.

OUTCOMES

Students should be able to:

- prepare an operational budget for the production process;
- compile a cash budget and evaluate the future cash flow position of a business;
- compile a flexible budget;
- calculate and evaluate the flexible budget variances;

- calculate and interpret sales and production cost variances within a standard costing system using various costing methods; and
- perform multi-product break-even analysis.

Cost and Management Accounting 3B

(CNA33B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to apply relevant costing techniques for short-term decision-making. In addition, capital budgeting techniques are used to evaluate long-term decisions.

OUTCOMES

Students should be able to:

- identify, apply, and evaluate short-term decision-making techniques by incorporating relevant costing principles;
- evaluate the qualitative factors that could influence the particular short-term decision;
- calculate and evaluate investment decisions by way of capital budgeting techniques; and
- evaluate the qualitative factors that could influence the particular capital budgeting decision.

CBE.96 CREDIT CONTROL

Credit Control 1A

(CRC11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a framework explaining the nature and meaning of credit and the role that credit management must play within an organisation. The credit department in the organisation is also positioned to conform to the existing credit legislation.

OUTCOMES

Students should be able to:

- understand the nature and meaning of credit and credit risk;
- distinguish between the different types of credit;
- discuss the role of credit management in the enterprise;
- discuss the positioning of the credit department in an organisation; and
- discuss credit terms.

Credit Control 1B

(CRC11B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this learning guide is to introduce students to the fundamentals of credit concepts and challenges. On completion of this module, students able to understand the basic principles and processes involved in granting of or dealing with credit as it relates to corporates, clubs, associations, or trusts and as such are able to assess and analyse the credit application and documentation, collect debtors, and monitor the credit risk. Students are expected to acquire some understanding of the National Credit Act of 2005. No examination on the Act. It is of critical importance that students continually refer to the learning guide throughout the semester.

The module is offered at NQF level 5 with 15 credits, requiring students to spend at least 150 notional hours to become competent. The formative assessment is based on the need for students to demonstrate the ability to study independently and learn from written material. The study materials consist of the study guide and slides, and are assessed from the blackboard (uLink).

OUTCOMES

- Students should be able to:
- know how to apply the principles and processes of credit management, which involve assessing and analysing the credit application and documentation, finalising the credit decision, and monitoring the credit risk;
- demonstration of knowledge of the National Credit Act, 2005, and interpretation of the applicable provisions, as well as an understanding of the role of the National Credit Regulator; and
- demonstration of a deep understanding of the processes and principles involved in monitoring, reviewing, and managing credit risk.

CBE.97 DATA ANALYSIS LOGISTICS

Data Analysis Logistics 3A

(DAL03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with theoretical knowledge of specific Excel formulae, as well as the application of formulas in a logistics framework.

OUTCOMES

Students should be able to:

- calculate the ABC Analysis to identify the important product/s;
- calculate, by means of Forecasting models to predict outcomes regarding sales, supply, and demand;
- calculate the Economic Order Quantity (EOQ) to determine the optimal amount of inventory a company should purchase;
- calculate Safety Stock to mitigate the risk of a stockout;
- calculate inventory that incorporates demand variation and lead time uncertainty (Inventory models);
- calculate the Probability of an experiment or trial and determine a possible result;
- calculate the outcome of a decision that produces the most favourable outcome under conditions of uncertainty (Decision Analysis); and
- write a report (Microsoft Word) on each calculation and publish the outcome of the specific analysis.

Data Analysis Logistics 3B

(DAL03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with advanced Excel skills, including the ability to use advanced functions and productivity tools to construct spreadsheets, manage data lists, and use the consolidate function to summarise and present results from several worksheets in a logistics framework.

OUTCOMES

Students should be able to:

- edit and manage worksheets using advanced enhancements and features based on logistics case studies;
- merge data from multiple worksheets based on logistics case studies;
- import and export data based on logistics case studies;
- create and Customise worksheet and workbook templates based on logistics case studies;

- develop lists using pivot tables and pivot table charts based on logistics case studies;
- audit worksheets and workbooks based on logistics case studies; and
- work with data tables and scenario management based on logistics case studies.

CBE.98 DATA ANALYSIS TRANSPORT

Data Analysis Transport 3A

(DAT03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the theoretical knowledge of specific Excel formulae, as well as the application of formulas in a transport framework.

OUTCOMES

Students should be able to:

- calculate a Single-Source Shortest Path (SSSP) between different points;
- calculate a Transportation Problem to find the number of units to ship from each factory to each customer that minimises the total cost;
- calculate and analyse the financial aspects of Facility location;
- calculate the CPK (cost per Km) to estimate the fuel cost for a trip using the trip distance, cost of fuel per litre, and the vehicle's average fuel consumption;
- calculate the transportation cost of a product using a Transport Cost Model;
- calculate freight cost based on weight and distance;
- calculate load planning to "cube" trailer based, either by weight or space. (Cubing means filling it up); and
- write a report in Word on each calculation and publish the outcome of the specific analysis.

Data Analysis Transport 3B

(DAT03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with advanced Excel skills, including the ability to use advanced functions and productivity tools to construct spreadsheets, manage data lists, and use the consolidate function to summarise and present results from several worksheets in a transport framework.

OUTCOMES

Students should be able to:

- edit and manage worksheets using advanced enhancements and features based on transportation case studies;
- merge data from multiple worksheets based on transportation case studies;
- import and export data based on transportation case studies;
- create and customise worksheet and workbook templates based on transportation case studies;
- develop lists using pivot tables and pivot table charts based on transportation case studies;
- audit worksheets and workbooks based on transportation case studies; and
- work with data tables and scenario management based on transportation case studies.

CBE.99 DESTINATION DEVELOPMENT

Destination Development 3A

(TOS33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to formulate and manage the development of a tourism destination and manage the development process through the utilisation of the principles of project management.

OUTCOMES

Students should be able to:

- explain a variety of tourism destination evolutionary models;
- apply the principles of sustainable tourism on local destination development; and
- describe the role of destination development in poverty alleviation and job creation in South Africa.

CBE.100 DEVELOPMENT SOFTWARE

Development Software 1A

(DSW01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to various basic programming concepts. It provides an introduction to a programming environment, assuming that the student does not have any previous knowledge or experience of any programming languages. This module is meant for beginner programmers and allows the students to quickly build useful programs while learning the basics of structured and object-oriented programming techniques. This module is aimed at developing the students programming and logic abilities.

OUTCOMES

Students should be able to:

- explain what is meant by object-oriented programming;
- design a program making use of diagrams;
- create a program that makes use of object-oriented programming;
- create a program where output and calculations are used;
- create a program that makes use of input;
- create a program that makes use of methods;
- describe how selection is utilised within a program;
- describe and differentiate between the various types of loops; and
- create a program that makes use of various types of loops.

Development Software 1B

(DSW01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to learn other basic programming and problem-solving skills. It provides an introduction to repetition and arrays. This module also introduces the student to object-oriented concepts that need more insight. This module should also build on the programming and logic skills that the student has developed thus far. Insight into problem-solving is an important skill that needs to be learnt. This module is aimed at Students who have basic object-oriented programming skills.

OUTCOMES

Students should be able to:

- explain the difference between selection and the use of the switch statement;
- create a program that makes use of string manipulation;
- describe and solve a problem making use of arrays;
- create a programme that makes use of arrays;
- describe and solve problems making use of maths functions;
- create a program that makes use of maths functions to solve problems;
- differentiate and describe the access modifiers; and
- create a programme that makes use of access modifiers correctly.

Development Software 2A

(DSW02A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to acquire the knowledge to implement introductory programming solutions to problems using event-driven programming techniques.

OUTCOMES

Students should be able to:

- implement various classes and event-driven programming in solutions;
- utilise HTML to produce web pages; and
- apply knowledge of database connectivity to connect and manipulate databases from Windows and web applications.

Development Software 2B

(DSW02B1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to acquire the knowledge to develop intermediate programming solutions to problems using event-driven programming techniques.

OUTCOMES

Students should be able to:

- create and manipulate a database using advanced methods;
- present reports in both Crystal Reports and spreadsheets; and
- implement database manipulation in a web application, develop and implement a solution to a given project demonstrating knowledge gained in all topics covered.

Development Software 3A

(DSW03A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to develop students who can demonstrate their knowledge in the implementation of application solutions using current Windows and web technologies. The major emphasis will be on developing and implementing Windows solutions using the latest technologies.

OUTCOMES

Students should be able to:

- create and use help files in a project and implement the project;
- use snippets correctly;
- develop and implement multi-tier programs;
- manipulate databases in multiple ways in a program;
- design and implement a program to read to and write from flat files and use the file system;
- create a website that successfully maintains state and uses different navigation techniques including XML documents; and
- create and consume a web service.

Development Software 3B

(DSW03B1)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to apply the relevant knowledge acquired throughout the Diploma to produce a complete software application that meets industry requirements.

OUTCOMES

Students should be able to:

- develop an integrated software project that must demonstrate all the skills required as a culmination of all the training during their qualification;
- present various deliverables during the different phases of the development of the project; and
- produce relevant documentation according to acceptable standards.

CBE.101 ECONOMICS

Economics 1A

(ECO11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the main themes and concepts of Economics, and the application of these concepts in the students' future roles as managers and decision makers.

OUTCOMES

Students should be able to:

- fully assess the relationship between economics and the economy;
- correctly identify the different factor characteristics of the economy;
- comprehensively illustrate and discuss a basic model of the economy;
- fully examine how different methods are used to measure economic progress;
- comprehensively derive and apply demand and supply as a model for determining the prices of goods and services;
- correctly examine in what manner price and income sensitivity impact the revenue position of the firm;
- comprehensively derive, graphically illustrate, and assess the short-run production function of an individual firm and must be able to indicate the effect on production of technological development;
- correctly graphically illustrate and assess the cost efficiency of the firm in the short and long run;
- fully determine price and output equilibrium in a perfectly competitive environment; and
- comprehensively determine price and output equilibrium in an imperfect competitive environment.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the main themes and concepts of macroeconomics and the application of these concepts in the students' future roles as managers and decision makers.

OUTCOMES

Students should be able:

- discuss and analyse fully business cycles and their macroeconomic implications;
- define, discuss, and evaluate the role of money and interest rates in the economy correctly;
- discuss and assess comprehensively international economics and international finance;
- derive and explain the total expenditure model fully;
- derive, discuss, and apply comprehensively the aggregate demand and aggregate supply model;
- discuss the economics of development correctly;
- discuss the effect of HIV/AIDS on the labour market, economic growth and development of South Africa; and
- discuss and analyse comprehensively the most important economic issues in South Africa.

CBE.102 EMPLOYMENT RELATIONS

Employment Relations 1A

(EMR01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

SUBJECT TYPE: SH

PURPOSE

The purpose of this module is to develop students who can demonstrate focused knowledge and skills in the field of Labour Relations. Students will gain experience in introductory Labour Relations principles and applying such knowledge and skills in a workplace context by focusing on Labour relations theory and perspectives. The history of Labour Relations in South Africa; Environmental influences on Labour relations; Trade Unions goals, strategies and organisations; The role of the state, government strategies and the state as employer; South African labour law.

OUTCOMES

Students should be able to:

- distinguish and understand various Labour Relations perspectives and theories within a South African context;
- list and briefly explain the various environmental influences on labour relations;
- explain the trade union: goals, strategies and organisations;
- briefly list and discuss management strategy and employer organisations; and
- discuss the role of the state, government strategies and the state as employer.

Employment Relations 1B

(EMR01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

SUBJECT TYPE: SH

PURPOSE

The purpose of this module is to develop students who can demonstrate focused knowledge and skills in the field of Labour Relations. Students will gain experience in introductory Labour Relations principles and application by focussing on subsequent sections of: Labour relations theory and perspectives focusing on

South Africa labour law; Employee participation, collective bargaining, workplace agreements and procedures, negotiation process, Conciliation, arbitration and labour court adjudication, Commission for the Conciliation, Mediation and Arbitration, Strikes and 'lock-out'.

OUTCOMES

Students should be able to:

- discuss collective action within a South African context;
- examine employee participation as a means of enhancing democracy in the workplace;
- evaluate the various workplace agreements and procedures;
- develop and apply negotiation skills;
- examine the CCMA and its purpose in the South African labour context; and
- understand the nature and procedure of strikes and lock-outs.

Employment Relations Legislative Framework

(ERL02B2)

SEMESTER MODULE

NQF LEVEL:

NQF CREDITS:12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

To provide the legislative framework regulating the relations between employers and employees in South Africa.

OUTCOMES

- demonstrate an understanding of the labour legislation by discussing the purpose and functions of the Acts listed below, with particular emphasis on employee wellness and diversity management;
- Labour Relations Act 66 of 1995;
- Basic Condition of Employment Act 75 of 1997;
- Skills Development Act 97 of 1998;
- Employment Equity Act 55 of 1998;
- Occupational Health and Safety Act 85 of 1993;
- Unemployment Insurance Act 63 of 2001; and
- Compensational Injury and Disease Act 130 of 1993(COIDA).

Employment Relations Collective Bargaining

(ERC33A3)

SEMESTER MODULE

NQF LEVEL: 5

NQF Credits: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

Employment Relations 2A will provide an insight into collective bargaining and negotiation, offering management and trade union techniques as well as tactics used during collective bargaining and negotiation.

OUTCOMES

Students should be able to:

- understand South African unionism and dynamics in respect of membership growth and decline;
- understand the legal process leading to the recognition of trade unions in the workplace;
- distinguish between recognition and substantive collective agreements;
- understand and apply collective bargaining and negotiation techniques and tactics;
- understand the provisions of the Labour Relations Act 65 of 1995 in respect of industrial action (strikes and lockouts) preceding collective bargaining and negotiation.

Employment Relations and Dispute Resolution**(ERD33B3)****SEMESTER MODULE****NQF LEVEL: 5****NQF Credits: 12****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide a framework for managing individual and collective disputes in the workplace.

OUTCOMES

- determine the requirement of substantive and procedural fairness in dispute resolution;
- demonstrate an understanding of the Commission for Conciliation, Mediation and Arbitration (CCMA) and Bargaining Council rules;
- analyse, interpret and manage conflicts within the workplace;
- analyse complaints and reports relating to referred disputes and select appropriate resolution process; and
- screen and allocate CCMA referrals.

CBE.103 END-USER COMPUTING**End User Computing 1A****(ECE0YA1)****YEAR MODULE (EXTENDED DIPLOMAS)****NQF LEVEL: 5****NQF CREDITS:16****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to introduce the students to basic Information Technology (IT) terms, skills and the basic components of a computer. The students will be able to manipulate files and use a word processing application to solve business problems, and to use presentation software.

OUTCOMES

Students should be able to:

- explain concepts and terms associated with Information Technology (IT);
- demonstrate the ability to use common functions of a pc and its operating system;
- demonstrate the ability to use a word processing application on a computer; and
- demonstrate the ability to use a presentation application on a computer.

End User Computing 1A**(EUC01A1)****SEMESTER MODULE (DIPLOMAS)****NQF LEVEL: 5****NQF CREDITS:16****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to introduce the students to basic Information Technology (IT) terms, skills and the basic components of a computer. The students will be able to manipulate files and use a word processing application to solve business problems, and to use presentation software.

OUTCOMES

Students should be able to:

- explain concepts and terms associated with Information Technology (IT);
- demonstrate the ability in using common functions of a pc and its operating system;
- demonstrate the ability to use a word processing application on a computer; and
- demonstrate the ability to use a presentation application on a computer.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to use spreadsheet applications and database application software to solve business problems. The students will also be able to search the internet and utilise email.

OUTCOMES

Students should be able to:

- explain concepts and terms associated with using the internet;
- demonstrate the ability to use e-mail software on a computer;
- demonstrate the ability to use a spreadsheet application on a computer; and
- demonstrate the ability to use a database on a computer.

EUC01BR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1B (EUC01B1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for EUC01B1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01B1 (the academic module) as well as EUC01BR (the RPL exam). On passing the RPL assessment (EUC01BR) with 65% (s)he will be granted exemption for the module (EUC01B1). If a student fails, the RPL assessment (EUC01BR) (s)he will remain registered for EUC01B1. A fee, as approved per year, is linked to the RPL assessment (EUC01BR). If a student passes the RPL assessment (EUC01BR) (s)he will be exempted from the module (EUC01B1) and the module fee for EUC01B1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01BR), it will be reflected as such on the student's academic transcript.

CBE.104 ENTREPRENEURIAL GROWTH STRATEGIES

Entrepreneurial Growth Strategies A

(EGS01A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to develop intellectual competencies in identifying opportunities for business growth and to understand different theories and models for business growth.

OUTCOMES

Students should be able to:

- explain how to start and grow a business
- identify the relationships between the different growth aspects;
- discuss the different venture cycles and indicate how these are to be managed;
- reflect on how to finance and manage business growth; and
- identify risk implications during growth.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to develop intellectual competencies and practical skills in the acquisition, analysis, interpretation, and application of the underlying theories, models, and approaches to the concepts of entrepreneurial business risk, growth strategies, and turnaround strategies in order to ensure business sustainability and growth.

OUTCOMES

Students should be able to:

- discuss the basics of entrepreneurial growth strategies;
- calculate and analyse risk;
- know how to manage risk down, and growth up;
- analyse causes for business failure;
- analyse and appraise strategies for the venture in trouble (venture turnaround);
- appraise growth options, alternatives, and methods;
- know the implications of the options of growth financing;
- identify opportunities in the venture capital and private equity market for business growth; and
- how to go about an initial public offering.

CBE.105 ENTREPRENEURIAL STRATEGY IMPLEMENTATION

Entrepreneurial Strategy Implementation

(ESI03YC)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 32

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for the student to have the competence to apply essential business strategies, principles, and techniques to innovate and create a business venture, or to advise on an existing business venture to ensure its effective functioning and organic growth. The cognitive level of students will be enhanced through the integrated practical application of knowledge gained during the first, second as well as third year of study.

OUTCOMES

Students should be able to:

- apply project management principles and design methodologies to business start-up and growth;
- start, manage, and grow a business venture
- analyse and reduce risk and financial exposure;
- grow entrepreneurial business ventures;
- explain and practice social responsibility and the creation of shared value; and
- apply entrepreneurial professionalism and business ethics in a particular enterprise.

CBE.106 ENTREPRENEURSHIP

Entrepreneurship 1A

(ENT01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with a thorough introduction to entrepreneurship theories and the entrepreneurial mindset, in order to prepare them to successfully plan, launch and manage their own venture in various occupational contexts.

OUTCOMES

Students should be able to:

- discuss the fundamentals of entrepreneurship and business;
- describe what an entrepreneur is;
- distinguish between the varieties of entrepreneurship;
- explain entrepreneurial life, passion and mindset;
- reflect on corporate entrepreneurship and business ethics ;
- describe the basics of creativity and innovation; and
- explain how networking and support can assist a venture.

Entrepreneurship 1B

(ENT01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students to think conceptually about business start-up strategies and legal issues, as well as how to protect their interests, ideas and concepts.

OUTCOMES

Students should be able to:

- discuss the legislative requirements that may affect business;
- explain the impact of debt agreements – security, surety, exit and bankruptcy;
- describe how to protect your interests, ideas and concepts;
- differentiate between franchises and own start-up; and
- reflect on different start-up strategies.
- Reflect on different start-up strategies.

Entrepreneurship 2A

(ENT02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to identify opportunities using creativity and innovation for a new or existing venture and to be able to analyse the feasibility of different ideas, and turn it into a business plan.

OUTCOMES

Students should be able to:

- apply processes of creativity and innovation in an enterprise (Value Creation);
- identify and screen different business opportunities for selection;
- use strategic management and its processes to recommend the best strategies for a business;

- explain how to enhance competitiveness; and
- construct a successful business plan.

Entrepreneurship 2B
SEMESTER MODULE
NQF LEVEL: 6

(ENT02B2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to understand the business environment as well as the successful management of a business venture. This includes the productive management of limited resources to obtain a profitable result.

OUTCOMES

Students should be able to:

- recommend a strategy implementation process (business plan implementation);
- explain how to manage resources such as finance and people; -
- identify and provide a practical operations management systems implementation plan;
- recommend measures to improve business ethics, productivity, effectiveness, and efficiency;
- analyse the relationship between productivity and profitability, competitiveness, ethics and sustainability;
- develop policies, processes, and procedures, with the aim of systemising the business in order to enhance business sustainability; and
- develop policies, processes, and procedures to enhance business sustainability.

Entrepreneurship 3A
SEMESTER MODULE
NQF LEVEL: 6

(ENT03A3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an understanding of advanced entrepreneurial perspectives. Students will learn economic theory in terms of the local micro and macro environments, as well as the global environment. Students will also learn how to grow their businesses through systemising it, enhancing its value, in order to understand how to franchise a business.

OUTCOMES

Students should be able to:

- explain the origins and evolution of the concept of entrepreneurship;
- analyse the micro and macroeconomic environment from the perspective of an entrepreneur;
- identify opportunities for shared value creation and sustainable business in a particular sector of the economy;
- appreciate and analyse appropriate risk management issues;
- assess and analyse the value of an enterprise;
- evaluate appropriate technology for business creation and growth;
- evaluate strategies to buy, systematise, and sell a business; and
- recommend how to systemise the business.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an understanding of an advanced entrepreneurial perspective. Students will learn how to make provision for succession and how to grow their business into a sustainable enterprise. Students will also learn the differences between family and non-family businesses.

OUTCOMES

Students should be able to:

- identify and apply scientific and industry information in the establishment of a new venture;
- analyse and implement strategies to sustainably exploit the business environment;
- recommend possible rapid expansion strategies to a business owner;
- analyse and identify technologies and opportunities in particular sectors of the economy; and
- formulate entrepreneurial succession strategies for sustainability in a particular sector of the economy.

CBE.107 EVENTS MANAGEMENT

Events Management 1A

(EVT01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding and insight into the events industry, as an introduction to the field of events management theory, as well as to expose them to food and beverage service practices often used in the events industry.

OUTCOMES

Students should be able to:

- define the different types of events;
- compare and contrast between special events and Meetings, Incentives, Conferences and Exhibition (MICE) events;
- describe the nature of the events industry (digitalisation in events);
- outline the various role players in the events industry;
- analyse the impact of events using the triple bottom line; and
- carry out basic catering services, including restaurant infrastructure and procedures according to professional standards, that are used in events.

Events Management 1B

(EVT01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of event management principles, including event sustainability, event bidding, project management, venue management and sponsorships in events. This module will also expose them to food and beverage service practices often used in the events industry.

OUTCOMES

- assess and apply the sustainability principles to events ;
- explain the processes of bidding for events;
- describe the venue and facility management principles in events;
- describe the use of various technologies in events;
- explain the process of project management in events; and
- carry out basic catering services, including restaurant infrastructure and procedures according to professional standards, that are used in events.

Events Management 2A

(EVT02A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the core functional areas of events management, including event operations, marketing, risk management, design and financial management, to be able to understand the scope of planning an event.

OUTCOMES

Students should be able to:

- describe the phases of event management/ event lifecycle;
- explain the administrative procedures when planning an event;
- describe the importance of event operations management;
- describe and apply the principles of marketing to events;
- demonstrate their understanding of design concepts in events;
- demonstrate an understanding of sponsorships in events;
- identify and manage potential risk in events; and
- demonstrate an understanding of the importance of South African wines and their roles in events.

Events Management 2B

(EVT02B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with knowledge on how to successfully execute an event. The module allows students to develop an event by applying concepts of event planning, organising and management.

OUTCOMES

Students should be able to:

- apply the principles of the event lifecycle;
- demonstrate the theory and practice in planning and organising an event
- plan and develop the scope of an event;
- apply costing of plans and budgets;
- apply the logistical requirements of events;
- apply the principles of delegation of management in events;
- review events to ensure their objectives and goals have been met; and
- understand the differences between South African and international wines and their use in events.

CBE.108 FINANCIAL ACCOUNTING

Financial Accounting 1A and Financial Accounting 1B are couplet modules

The definition of couplet modules is on page 53, point 4.2.2.

Financial Accounting 1A

(FAC11A1)

COUPLET MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to basic accounting principles, concepts, and processes. Using technology-assisted learning, this module integrates the theory with a practical element, and the student will work with a computer-based entity (sole trader) on which aspects of this module can be practised. The module introduces the accounting process for recording transactions from source documents through to the preparation of the financial statements of a sole trader. The focus is on the measurement and recognition of Value Added Tax (VAT), assets, liabilities, income and expenses; recognition of accounting adjustments and period-end adjustments.

OUTCOMES

Students should be able to:

- integrate technology-assisted learning by means of an accounting software package throughout the module;
- understand basic accounting principles and the accounting process, and apply these for a sole trader using the accounting software;
- set up a trading entity (sole trader) using the accounting software;
- understand accounting tools (accounting equation) and the accounting implications of transactions;
- measure and recognise Value Added Tax (VAT);
- prepare source documents, journal entries, and general ledger accounts using the accounting software;
- set up and monitoring individual Trade Receivables accounts;
- record transactions in the general journal and the respective subsidiary ledgers;
- reconcile the cashbook to the bank statement balance;
- reconcile the subsidiary ledgers to the control accounts for Trade Receivables and Trade Payables;
- prepare and record journal entries for accounting adjustments, correction of errors, and period-end adjustments;
- identify, measure, and recognise basic inventories in terms of International Financial Reporting Standards; and
- present basic financial statements for a sole trader.

Financial Accounting 1B

(FAC11B1)

COUPLET MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the partnership as well as companies as a form of a legal entity. Using technology-assisted learning, this module integrates the financial accounting theory with a practical element, and the student works with a computer-based entity (partnership) on which aspects of this module can be practised.

The module will reinforce the accounting process for the recording of transactions from source documents through to the financial statements of a partnership and of a company. The focus is on the measurement and recognition of Value Added Tax (VAT), assets, liabilities, income and expenses, recognition of accounting adjustments and period-end adjustments.

OUTCOMES

Students should be able to:

- integrate the technology-assisted learning by means of an accounting software package throughout the module;
- convert a sole trader to a partnership;
- measure and recognise the transactions in a partnership and account for changes in partnership;
- understand the accounting tools (accounting equation) and the accounting implication of transactions;
- measure and recognise Value Added Tax (VAT);
- prepare source documents, journal entries, and general ledger accounts by using the accounting software;
- prepare and record journal entries for accounting adjustments, correction of errors, and period-end adjustments;
- identify, measure, and recognise basic Inventories as per International Financial Reporting Standards;
- present basic financial statements for a partnership;
- identify, recognise and measure basic Property, Plant and Equipment in terms of International Financial Reporting Standards;
- identify, recognise and measure basic Revenue in terms of International Financial Reporting Standards;
- identify, recognise and measure Share transactions; and
- Identify, recognise and measure basic Provisions.

Financial Accounting 2A

(FAC22A2)

COUPLET MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to extend the knowledge students acquired from Financial Accounting 1A and 1B by focusing more specifically on how to account for accounting transactions and events in entities based on International Financial Reporting Standards, with the aid of accounting software, where applicable. Students must be able to recognise, classify and measure various line items in the statement of financial position, statement of comprehensive income, and statement of changes in equity according to their relevant International Financial Reporting Standards.

OUTCOMES

Students should be able to:

- integrate the technology-assisted learning by means of an accounting software package where applicable;
- prepare and present the Annual Financial Statements in terms of International Financial Reporting Standards;
- recognise, measure, and present basic Financial Instruments in terms of International Financial Reporting Standards;
- recognise, measure, present and disclose intermediate Revenue in terms of International Financial Reporting Standards;
- recognise, measure, present and disclose intermediate Inventories in terms of International Financial Reporting Standards;
- apply various Value-Added Taxation principles to all accounting transactions; and
- apply basic foreign exchange principles to various accounting transactions in terms of International Financial Reporting Standards.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to extend the knowledge students acquired from Financial Accounting 2A and focus more specifically on accounting principles applied within a specific accounting standard. Using technology-assisted learning, this module integrates the theory with a practical element for some topics covered. Students must be able to recognise, classify, and measure various line items in the statement of financial position, statement of comprehensive income, and statement of changes in equity according to their relevant International Financial Reporting Standards.

OUTCOMES

Students should be able to:

- integrate the technology-assisted learning by means of an accounting software package where applicable;
- identify, recognise, measure, present and disclose intermediate Property, plant and equipment in terms of International Financial Reporting Standards;
- identify, recognise, measure, present and disclose Impairment of assets in terms of International Financial Reporting Standards;
- identify, recognise, measure, present and disclose Provisions, contingent liabilities and contingent assets in terms of International Financial Reporting Standards;
- identify, recognise, measure, present and disclose Events After the Reporting Period in terms of International Financial Reporting Standards;
- apply various Value-Added Taxation (VAT) principles to intermediate accounting transactions where applicable;
- apply intermediate foreign exchange principles to all accounting transactions where applicable in terms of International Financial Reporting Standards; and
- recognise, measure, present and disclose basic Borrowing Costs in terms of International Financial Reporting Standards.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the knowledge to identify, measure, recognise, present, and disclose advanced transactions and events in entities with the focus on International Financial Reporting Standards, with the aid of accounting software, where applicable.

OUTCOMES

Students should be able to:

- identify, recognise, measure, present and disclose complex Property, Plant and Equipment in terms of International Financial Reporting Standards;
- identify, recognise, measure, present and disclose Intangible Assets in terms of International Financial Reporting Standards;
- identify, recognise, measure, present and disclose complex Borrowing Costs in terms of International Financial Reporting Standards;
- identify, recognise, measure, present and disclose Leases in terms of International Financial Reporting Standards; and
- identify, recognise, measure, and present Financial Instruments in terms of International Financial Reporting Standards.

Financial Accounting 3B
COUPLET MODULE
NQF LEVEL: 6

(FAC33B3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the knowledge to prepare and present consolidated financial statements of companies in terms of International Financial Reporting Standards, cash flow statements (non-consolidated) in terms of International Financial Reporting Standards, and advanced equity-related transactions. This will be done with the aid of accounting software, where applicable.

OUTCOMES

Students should be able to:

- consolidate simple groups;
- prepare cash flow statement
- identify, recognise, measure, present and disclose the reduction of Share Capital; and
- recognise, measure, present and disclose complex Revenue in terms of International Financial Reporting Standards.

Financial Management 1B

(FMN11B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the fundamental knowledge and skills in financial management. Students will be introduced to various principles underlying the main objective of financial management, namely, to maximise shareholders' wealth. The primary focus is on understanding and calculating the impact of the time value of money. In addition, students will be exposed to basic cost accounting concepts and cost classifications. They will also gain an appreciation of the role of the finance functions within organisations and the broader economy. The module lays the foundation for management accounting and finance modules.

OUTCOMES

Students should be able to:

- explain the fundamental concept of financial management;
- explain and calculate risk and return by applying a variety of basic calculations;
- differentiate and discuss the characteristics and workings of basic financial instruments and financial markets;
- explain the time value of money concept and perform simple calculations on single amounts, annuities, perpetuities, and mixed streams of cash flows;
- explain and calculate the cost of capital; and
- define basic principles of foreign trade and calculate basic foreign transactions.

Financial Management 2A

(FMN22A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with a basic yet applicable knowledge of fundamental concepts of finance and how each of these concepts fits into the financial management function.

OUTCOMES

Students should be able to:

- identify and differentiate between different financial management decisions;
- explain the time value of money concept and perform simple calculations on single amounts, annuities, perpetuities, mixed streams of cash flows, and amortisation;
- demonstrate an understanding of the uses of financial statement analysis within the financial management context;
- explain the concepts of working capital management;
- explain and calculate risk and return by applying a variety of basic calculations relating to single and portfolio investments;
- differentiate and calculate the cost of capital concepts; and
- calculate and evaluate basic valuations of bond and equity capital.

CBE.109 FINANCIAL MANAGEMENT COMPONENT

Financial Management Component 2B

(TTM22B2)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to for students to be capable of applying basic accounting principles for effective financial decision-making in the tourism organisation. Students will receive guidance on how to manage the tourism business in a sustainable financial way through the integration of foundational, practical, and reflective competence.

OUTCOMES

Students should be able to:

- describe the components and interrelationships of the different categories of accounts;
- explain double entry accounting, debit and credit and apply the basic rules governing the proper application of debit and credit in relation to major account classification;
- explain the layout and application of the books of first entry and accounting system in a tourism enterprise;
- explain bank reconciliations and prepare a bank reconciliation statement;
- explain and prepare month-end accounting procedures, and explain and prepare those procedures; and
- differentiate between, statement of financial position (balance sheet), statement of changes in equity, and statement of comprehensive income (income statement) and identify the financial information reported by each.

CBE.110 FINANCIAL MARKET REGULATORY ENVIRONMENT

Financial Market Regulatory Environment 3A

(FMR33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students to apply legal knowledge in the South African financial markets in a financial market environment.

OUTCOMES

Students should be able to:

- identify and discuss the broad South African financial market regulatory environment; and
- explain the fundamental regulatory acts in the South African financial markets.

Financial Market Regulatory Environment 3B**(FMR33B3)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to give the student the ability to notice illegal activities in finance and grasp the international regulatory environment and its function.

OUTCOMES

Students should be able to:

- identify and discuss the international regulation environment, compliance function, financial crime, integrity, and corporate governance.

CBE.111 FINANCIAL PLANNING OPERATIONS**Financial Planning Operations 3B****(FPO33B3)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to equip students with the knowledge of financial planning and its related operations, and the associated regulations in South Africa.

OUTCOMES

Students should be able to:

- apply the six-step Financial Planning process;
- explain the function of role-players in the financial services industry;
- apply various anti-money laundering and counter-terrorist financing legislation applicable to financial planners;
- calculate the normal tax liability of a natural person;
- calculate the Capital Gains tax payable by a natural person;
- distinguish between testate and intestate succession;
- discuss the significance of matrimonial property law in financial planning;
- conduct basic estate duty calculations; and
- apply various estate planning techniques.

CBE.112 FINANCIAL SERVICES ANALYSIS**Financial Services Analysis 2A****(FSA22A2)****SEMESTER MODULE****NQF LEVEL: 5****NQF CREDITS: 12****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to further build on financial mathematics for business 1A and 1B as well as financial services computing 1A. It will develop higher-level financial mathematics skills and combine it with a technology approach

OUTCOMES

Students should be able to:

- understand the concept of time value for money;
- solve the simple, compound, and continuous interest rate calculations applied to the financial services industry;

- solve the effective rate of return calculation applied to the financial services industry;
- solve for recurring payments, annuities, and perpetuities applied to the financial services industry;
- calculate future value and present value calculations applied to the financial services industry;
- understand the principles of net present value (NPV) and internal rate of return (IRR) applied to the financial services industry;
- understand the amortisation principles and computation applied to the financial services industry; and
- perform all the above calculations on computer software that is widely used in the financial services industry.

CBE.113 FINANCIAL SERVICES COMPUTING

Financial Services Computing 1A

(FSC11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to general computer applications commonly used in financial services operations. Students will be equipped with the necessary skills for end-user computing as well as academic and financial industry applications.

OUTCOMES

Students should be able to:

- Demonstrate both theoretical and practical use of the following computer-based tasks to:
 - save, retrieve files, and navigate the basic operating system for end-user computing;
 - use basic functions for successful end-user computing;
 - use a word processing application, such as Microsoft Word;
 - use a presentation application, such as Microsoft PowerPoint;
 - use a data analysis application, such as Microsoft Excel;
- Demonstrate understanding with computer applications on practical case studies such as:
 - loan amortisation analysis;
 - ordinary least square regression analysis;
 - editing research articles; and
 - presentation skills.

FSC11AR:

Students who did Computer Applications Technology (CAT) at NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for Financial Services Computing 1A (FSC11A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he has the required expertise needed for FSC11A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both FSC11A1 (the academic module) as well as FSC11AR (the RPL exam). On passing the RPL assessment (FSC11AR) with 65% (s)he will be granted exemption for the module (FSC11A1). If a student fails, the RPL assessment (FSC11AR) (s)he will remain registered for FSC11A1. A fee as approved per year is linked to the RPL assessment (FSC11AR). If a student passes the RPL assessment (FSC11AR) (s)he will be exempted from the module (FSC11AR) and the module fee for FSC11A1 will be credited to his/her student account. If a student fails the RPL assessment (FSC11AR), it will be reflected as such on the student's academic transcript.

CBE.114 FINANCIAL SERVICES ECONOMICS

Financial Services Economics 1A

(FSE11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce financial services operations students to some understanding of the functioning of the economy and to appreciate issues involved in current controversies over economic policy, including economic theory and the concepts of supply and demand.

OUTCOMES

Students should be able to:

- discuss economic theory;
- explain the basic concepts of price theory, individual competitive markets, and demand and supply;
- apply the theory of demand, including the effects in price changes and household demand; and
- apply the theory of supply, including cost theory, to profit maximisation and monopolies.

Financial Services Economics 1B

(FSE11B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce financial services operations students to some understanding of the functioning of the economy and to appreciate issues involved in current controversies over economic policy relating to microeconomic theory and the determination of national income.

OUTCOMES

Students should be able to:

- discuss microeconomic theory, including debating the case for and against the free market system;
- illustrate the determination of national income using simple and compound models; and
- discuss current economic and financial services affairs.

EUC01AR:

Students who did Computer Applications Technology (CAT) at the NSC Grade 12 level with at least a 50% pass mark (APS of 4 or higher) are allowed to write a 'Recognition of prior learning (RPL)' assessment for End User Computing 1A (EUC01A1). On passing this RPL assessment with a final mark of at least 65%, the student will have proved that (s)he have the required expertise needed for EUC01A1 and will therefore be granted exemption for the module.

If a qualifying student wishes to write the RPL assessment (s)he needs to register for both EUC01A1 (the academic module) as well as EUC01AR (the RPL exam). On passing the RPL assessment (EUC01AR) with 65% (s)he will be granted exemption for the module (EUC01A1). If a student fails, the RPL assessment (EUC01AR) (s)he will remain registered for EUC01A1. A fee as approved per year is linked to the RPL assessment (EUC01AR). If a student passes the RPL assessment (EUC01AR) (s)he will be exempted from the module (EUC01A1) and the module fee for EUC01A1 will be credited to his/her student account. If a student fails the RPL assessment (EUC01AR), it will be reflected on the student's academic transcript accordingly.

CBE.115 FINANCIAL SERVICES OPERATIONS

Financial Services Operations 2A

(FSO22A2)

The definition of couplet modules is on page 53, point 4.2.2.

COUPLET MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the financial services industry with a particular focus on investments.

OUTCOMES

Students should be able to:

- identify the role of the financial services industry, and its participants;
- describe the relationship between the economic environment and financial markets;
- distinguish between the different types of financial assets; and
- describe the prominent financial market instruments and other financial products.

Financial Services Operations 2B

(FSO22B2)

COUPLET MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to advance the students' learning in the financial services industry by introducing them to the fundamentals of financial markets, as well as portfolio management and performance measurement.

OUTCOMES

Students should be able to:

- identify the nature of financial crises and the efficient market hypothesis;
- identifying interest rates and recognising their role in valuation;
- explain the nature of risk and return, behavioural analysis, and the technical analysis of securities; and
- identifying the different financial markets and explain how they relate to risk and return.

Financial Services Operations 3A

(FSO33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to supply students with the skills to explain the concepts of the global securities operations environment, including the settlement processes involved.

OUTCOMES

Students should be able to:

- identify the features of financial markets instruments and markets;
- understand the purpose; and features of financial markets participants;
- analyse the different steps in financial markets transactions;
- discuss the safekeeping of customer assets; and
- identify and solve the various types of corporate actions.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with the skills to solve tax consequences, risk in operations, property valuation, and grasp as an understanding of the Islamic Financial Services in the global economic environment.

OUTCOMES

Students should be able to:

- discuss and solve the tax consequences of financial instruments;
- discuss risk in global securities operations;
- identify property valuation principles;
- solve basic property valuation problems; and
- discuss Islamic financial services in the global environment.

CBE.116 FINANCIAL SERVICES PREPARATIONS

Financial Services Preparation 3A

(FSP33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to educate students on the necessitated nature of professionalism, administrative skills, emotional intelligence, time management, ethics, and information management in the financial services industry.

OUTCOMES

Students should be able to:

- demonstrate effective administrative skills by being organised, punctual, and effective in verbal and written communication skills;
- deliver an idea clearly and effectively, and with confidence, as well as demonstrate active listening and responding in a clear and confident manner;
- act professionally with co-workers, clients, suppliers, or investors by being well-mannered and considerate in dealing with others, including business email etiquette, telephone etiquette, and professional dressing;
- demonstrate emotional intelligence by managing and acting accordingly in different situations;
- identify and analyse personal work-related problems and find logical solutions;
- efficiently conduct a job search by producing a professional CV, cover letter, navigate the process of looking for a job, and follow the correct protocols during an interview;
- time manage themselves by setting goals and priorities to ensure that daily activities are completed efficiently and that the student is punctual;
- demonstrate ethics, morals, and professionalism in all activities;
- build a good rapport, interact and work effectively with others;
- distinguish between the role of leader and follower and play the role of leader and follower accordingly;
- recognise and respect others attitudes, behaviour, and beliefs;
- contribution to the planning and coordination of group work; and
- find and manage relevant information from various sources to demonstrate an efficient work commitment and a desire to learn and improve oneself.

CBE.117 FLEET MANAGEMENT

Fleet Management 2A

SEMESTER MODULE (FTM02A2)

YEAR MODULE (FTM2AY0)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (FTM02A2)

Subject type: SH

CALCULATION CRITERIA FOR (FTM2AY0)

Subject type: JH

PURPOSE

The purpose of this module is to provide the student with an overview of fleet management principles and practices. The student will also be introduced to various financing and acquisition techniques. The importance of routing and scheduling will be highlighted.

OUTCOMES

Students should be able to:

- Identify and describe the principles and functions of Fleet management;
- Analyse the fleet acquisition and replacement principles;
- Differentiate between the various financing techniques;
- Explain and apply routing and scheduling principles and techniques in practice; and
- Employ technology in routing and scheduling activities.

Fleet Management 2B

SEMESTER MODULE (FTM02B2)

YEAR MODULE (FTM2BY0)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (FTM02B2)

Subject type: SH

CALCULATION CRITERIA FOR (FTM2BY0)

SUBJECT TYPE: JH

PURPOSE

The purpose of this module is to provide the student with knowledge and skills on fleet management as a discipline. The students will be introduced to the different operational techniques regarding fleet management.

OUTCOMES

Students should be able to:

- identify and explain the impact of driver management on the productivity of the fleet.
- explain the importance of depot management in a transport operation.
- explain the financial management principles of fleet management.
- discuss the fundamentals of sub-contracting in fleet management.

CBE.118 FOOD AND BEVERAGE FINANCIALS

Food and Beverage Financials 1

(FBF01Y1)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to equip students to be capable of applying basic hospitality accounting principles and food costing to contribute to effective decision-making and the sustainability of the hospitality enterprise. (Foundational, practical, and reflective competence).

OUTCOMES

Students should be able to apply:

- the basic principles of hospitality accounting used to provide financial information to make economic decisions for hospitality enterprises and their different departments;
- explain why it is important for hospitality managers to understand the basic theory and practice of accounting; and
- apply, read, format, and cost basic recipes.

Food and Beverage Financials 2

(FBF02Y2)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to be able to use a range of financial management tools to contribute to effective decision-making and sustainability of the hospitality enterprise.

OUTCOMES

Students should be able to:

- apply the basic principles of hospitality accounting used to provide financial information to make economic decisions for hospitality enterprises and their different departments;
- explain why it is important for hospitality managers to acquire basic knowledge of the theory and practice of accounting;
- apply advanced costing skills, which include human resources and the costing of other expenses; and
- read performance reports.

Food and Beverage Financials 3A

(FBF03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the knowledge to be able to apply a range of financial management tools to contribute to effective decision-making and sustainability of the hospitality industry.

OUTCOMES

Students should be able to:

- apply the basic principles of accounting in order to contribute to the management of basic financial functions;
- prepare and interpret financial statements and ratios for effective decision making in companies; and
- apply financial information to assist management with budget preparation.

CBE.119 FOOD AND BEVERAGE INDUSTRY

Food and Beverage Industry Laws 3A

(FBVL3A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students to be able to apply food and beverage-related laws and legislation to effectively manage the hospitality employees and the enterprise.

OUTCOMES

Students should be able to:

- comply with the requirements of social legislation in hospitality-related situations; and
- comply with the South African labour relations laws in hospitality-related situations.

CBE.120 FOOD AND BEVERAGE OPERATIONS

Food and Beverage Operations 2A

(FBO02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 10

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to capacitate students to be able to perform the operational procedures at a variety of food service outlets in a profitable manner—using efficient administration, purchasing, and production procedures and systems (Foundational, practical, and reflective competence).

OUTCOMES

Students should be able to:

- explain the scope of the food and beverage industry and recommend different food and beverage service systems according to organisational needs;
- understand and plan menus;
- evaluate and select a suitable food production system for a specific need;
- compare quotes on food and beverage equipment and select the most appropriate equipment according to organisational needs; and
- explain the concepts of food and beverage administration, purchasing, storage, and production procedures.

Food and Beverage Operations 2B

(FBO02B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 10

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to capacitate students to be able to perform the operational procedures in respect of facilities and contractual requirements within a variety of food service outlets (Foundational, practical, and reflective competence).

OUTCOMES

Students should be able to:

- demonstrate an understanding of the development, sectors, and current issues of the food and beverage industry;
- apply knowledge to operational facilities and procedures for a food and beverage facility to improve production;
- interpret contracts and concepts of administration and production procedures for corporate providers of food and beverage services, and
- apply retailing concepts related to the food and beverage industry.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to obtain the skills of planning and managing food and beverage outlets utilising a food and beverage-specific computerised system.

OUTCOMES

Students should be able to:

- organise and present information using a food and beverage-specific computerised system;
- access and operate modern accounting information; and
- select, implement, use, and update suitable food and beverage software to meet organisational needs.

CBE.121 FOOD AND BEVERAGE SERVICE

Food and Beverage Service 1 (Theory and Practical)

(FBV01Y1)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to be capable in performing operational food and beverage service in the hospitality industry (Foundational and practical competence).

OUTCOMES

Students should be able to:

- apply restaurant infrastructure and procedures according to professional standards in order to carry out basic food and beverage service;
- define the role of food & beverage operations for different types of events, and compare and contrast the role of food & beverage operations between special events and meetings, incentives, conferences, and events (MICE) events;
- describe the nature of the events industry (digitalisation in events) and role players in the events industry;
- analyse the impact of events using the triple bottom line reporting, and assess and apply the sustainability principles to food & beverage events;
- demonstrate the application of the bidding for events by the food & beverage/hospitality industry;
- describe the venue and facility management principles in events; and
- describe the use of various food and beverage operations technologies in events.

Food and Beverage Service 2 (Theory and Practical)

(FBV02Y2)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to be capable of maintaining the operational practices and structures of food and beverage service in the Hospitality Industry (Foundational, practical, and reflective competence).

OUTCOMES

Students should be able to:

- apply restaurant infrastructure and procedures according to professional standards in order to carry out basic food and beverage service;

- supervise advanced food and beverage service and the maintenance of restaurants and food service outlets in terms of legislative requirements, operations, costing and control measures; and
- interpret the principles contained in the range of laws applicable when setting up and operating a hospitality enterprise.

CBE.122 FUNDAMENTALS OF FINANCIAL SERVICES

Fundamentals of Financial Services 1A

(FFS11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a student with the relevant knowledge about the role of finance in everyday life and to be able to grasp the concepts related to everyday financial services.

OUTCOMES

Students should be able to:

- explain the role money plays in life and the number of money-related decisions made on an average day;
- discuss attitudes to money, how they are formed, and how it may differ from one person to another;
- identify what people's money motivations are, so they make money decisions that are right for their circumstances;
- explain what the difference is between credit and store cards;
- discuss how bank overdrafts work;
- explain what interest is and how it is calculated; and
- discuss where to go to borrow money.

CBE.123 FUNDAMENTAL RESEARCH PRACTICE

Fundamental Research Practice

(FRP10Y1)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to improve the students ability to use English and research skills effectively and appropriately when communicating in writing or when speaking. They will acquire reading, writing, thinking, speaking, listening, and research skills, and their vocabulary will expand to assist them in communicating purposefully and accurately throughout their academic and business career. Furthermore, the module aims to promote their full participation in the learning process, with special emphasis on academic research and writing. This will require them to be active students. Students will also realise that they can integrate their English and research skills, knowledge, and concepts into all their mainstream modules.

OUTCOMES

Students should be able to:

- speak and present English with confidence using communication strategies for specific purposes and situations using precise subject-specific vocabulary;
- listen with understanding for pertinent facts and concepts, which also enable the student to make notes and annotations within the class environment, and follow given instructions accurately;
- recognise language weaknesses, improve on them, and eliminate common errors within the written and spoken context;
- read, understand, and analyse academic texts critically;
- plan and write well-constructed and researched texts, essays, and relevant documents;
- conduct extensive research according to given guidelines in the library and on evaluated, valid online websites; and
- access, process, evaluate, and use information from a variety of sources and situations.

CBE.124 FUNDAMENTALS OF BUSINESS MATHEMATICS

Fundamentals of Business Mathematics

(FBM10Y1)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to seek to provide foundational quantitative proficiency, which involves having confidence and competence when working with numbers.

OUTCOMES

Students should be able to:

- use basic algebraic ideas to solve mathematical problems situated in social, workplace, and business contexts;
- perform numerous calculations;
- use descriptive statistics to do investigations and write reports; and
- use appropriate technology to solve mathematical problems.

CBE.125 GASTRONOMY

Gastronomy 1 (Theory and Practical)

(GTP01Y1)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for the student to gain theoretical culinary knowledge and practical cooking skills. In addition, following workplace hygiene procedures, knowledge of world cuisines as well as how the industry has developed thus far.

OUTCOMES

Students should be able to:

- identify and demonstrate hygienic food preparation and safe equipment handling according to both basic occupational safety measures as well as according to local and national legislation;
- demonstrate an application of the preparation of conventional and convenience foods using various preparation methods and skills;
- read basic recipes and do costing of recipes;
- identify the sources of nutrients for the human body and state their functions;
- analyse the history of gastronomy and factors that have influenced its development;
- control security situations that may arise in daily hospitality operations; and
- practice first aid.

Gastronomy 2 (Theory and Practical)

(GTP02Y2)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to acquire a knowledge of menu planning with sound nutritional principles to cater for individuals of varying ethnic backgrounds, applying theoretical knowledge of modern restaurants, and for the development of reference material.

OUTCOMES

Students should be able to:

- demonstrate hygienic food preparation and safe equipment handling according to standard professional practice;
- demonstrate an application of the preparation of foods requiring various preparation methods and greater skills;
- read basic recipes and do costing of recipes;
- modify recipes and a range of menu items suited to a variety of food outlets is planned, prepared, and presented in order to cater for the nutritional, dietary, and cultural demands of various customer groups;
- apply basic menu planning to a variety of food service establishments;
- describe and apply sound nutritional principles for customer dietary, ethnic, and special requirements; and
- describe the development of the modern restaurant as well as cookbooks, and present electronic reference material

Gastronomy 3A (Theory)

(GTN03Y3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to acquire the knowledge of planning, preparing and presenting a range of menu items requiring advanced skills to cater for individuals with varying nutritional needs. They should also have theoretical knowledge of classical and modern dishes and trends affecting food acceptability.

OUTCOMES

Students should be able to:

- analyse trends and recommend adjustments to existing health practice;
- explain the impact of socio-economic perceptions on the health status of the South African population;
- adjust diets to meet a range of therapeutic requirements and prepare food accordingly;
- utilise knowledge to prepare a menu that pairs wine or beer with food; and
- distinguish between classical and modern (nouvelle cuisine) dishes and the various trends that have an influence on menu development.

CBE.126 GLOBAL TOURISM

Global Tourism 1A

(GTM01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to have an understanding of the importance of providing good service to all tourists coming to South Africa.

OUTCOMES

Students should be able to:

- analyse pre-conditions for the emergence of tourism as a mass phenomenon in the global world;
- identify tourism industry sectors and role players locally as well as globally;
- evaluate demand and supply factors in tourism;
- analyse interconnectedness between rural and urban communities and tourism development;
- assess the role of tourism as a socio-economic tool in poverty alleviation and job creation to support the Sustainable Development Goals (SDGs);
- analyse the role of tourist attractions as part of the tourism system; and
- analyse the role of tourist destinations as part of the tourism system.

CBE.127 HOSPITALITY OPERATIONAL PRACTICE

Hospitality Operational Practice 3

(HOP03B3)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 40

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to enable the student to learn about and apply junior management functions in a real-life environment directly related to associated outcomes.

OUTCOMES

Students should be able to:

- demonstrate effective business operation skills;
- communicate effectively within a multi-cultural and dynamic environment, dealing with group dynamics in an interactive and participative manner to solve problems;
- explain how to manage the customer experience;
- demonstrate basic office activities and explain their interrelationship with other departments within a business unit;
- successfully operate between the various departments of a tourism/hospitality business unit;
- execute practical assignments within a tourism/hospitality organisation (workplace); and
- demonstrate the necessary competencies for employment in tourism/hospitality organisations.

CBE.128 IMPACT OF TOURISM

Impact of Tourism 1B

(TOS11B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with insight and intellectual knowledge in understanding the tourism industry and the different types of tourism impacts. Students will be able to appreciate the economic, social and environmental impacts of the development of different types of tourism attractions.

OUTCOMES

Students should be able to:

- describe third-world trends in tourism product development;
- distinguish between the main types of tourism products;
- appreciate positive and negative economic, social and environmental impacts of developing tourism attractions; and
- describe the main characteristics of sustainable and responsible tourism development in South Africa.

CBE.129 INFORMATION SYSTEMS

Information Systems 1A

(IFS01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to:

Theory:

- introduce students to basic information technology (IT) terms, skills and the basic components of a computer.

Practical:

- be able to manipulate files and use word processing to solve business problems and to use presentation software.

OUTCOMES

Students should be able to:

Theory

- discuss the internet and the World Wide Web and its impact on technology;
- identify different types of application software;
- identify and discuss input and output devices;
- discuss different types of storage;
- explain various uses of communications; discuss different types of networks and communication devices, and channels;
- discuss different types of security risks and how to safeguard against such risks; and
- discuss e-commerce.

Practical:

- demonstrate the ability to use a word processing application on a computer; and
- demonstrate the ability to use a presentation application on a computer.

Information Systems 1B

(IFS01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to:

Theory:

- A student who has successfully completed this module will have acquired the necessary knowledge to evaluate a system with reference to the Systems Development Life Cycle.

Practical:

- The students will be able to use spreadsheets to solve business problems and to use data bases.

OUTCOMES

Students should be able to:

Theory:

- discuss the five phases of the systems development life cycle;
- draw/design data flow diagrams for a given scenario; and
- interpret systems development life cycle diagrams and concepts.

Practical:

- demonstrate the ability to use a spreadsheet application on a computer; and
- demonstrate the ability to use a database application on a computer.

Information Systems 2A

(IFS02A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the knowledge to be able to apply the theoretical aspects of database modelling in regard to Entity Relationship Modelling and the Normalisation of databases.

OUTCOMES

Students should be able to:

- analyse and compare different database models;
- develop an effective and efficient database solution for business problems;
- illustrate their competence in the normalisation of databases;
- demonstrate the interaction between an entity relationship diagram (ERD) and the normalisation of databases;
- generate and criticise an entity relationship diagram (ERD) based on the supplied business rules; and
- argue how the systems development life cycle (SDLC) contributes to the development of the database life cycle (DBLC).

Information Systems 2B

(IFS02B1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the knowledge to be able to design a system by using the System Development Life Cycle (SDLC) and Database Development Life Cycle (DDLC) principles.

OUTCOMES

Students should be able to:

- describe transaction management and concurrency control;
- review basic database performance-tuning concepts;
- analyse a distributed database management system (DDBMS) and what its components are; review how the implementation of a database is affected by the different levels of data and process distribution;
- examine how transactions are managed in a distributed database environment;
- comment on what a data warehouse is, how data for a data warehouse is prepared, and how a data warehouse is implemented;
- distinguish between the different database connectivity technologies; and
- argue the database administrator's managerial and technical roles in a database environment.

Information Systems 3A

(IFS03A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for the student to be able to understand and apply the tools and techniques used in formal information technology (IT) project management, to assist a business in achieving its goals.

OUTCOMES

Students should be able to:

- explain the phases in the project management lifecycle;
- differentiate between the nine knowledge areas of the project management body of knowledge; and
- assess the quality of a project's methodology.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for the student to fully understand how to implement database security on modern business databases.

OUTCOMES

Students should be able to:

- describe an information system and its components;
- outline the concept of information security;
- outline useful user administration best practices;
- criticize the importance of administration documentation;
- describe the different types of users in a database environment and the distinct purpose of each;
- identify and explain the concepts of the five security models;
- define the term “virtual private database” and explain its importance; and
- understand the database auditing environment.

CBE.130 INTRODUCTION TO BUSINESS MANAGEMENT

Introduction to Business Management 1B

(IBM01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with a global overview of Business Management as a science and prepare them for challenges in the South African Business environment in a multicultural context.

OUTCOMES

Students should be able to:

- explain the role of business in society, considering the needs and resources of the community, the main economic systems, and the nature of Business Management;
- identify and explain the internal and external business environment and the interaction between an organisation and its environment;
- define and explain the entrepreneurial process, the characteristics of an entrepreneur, the difference between an entrepreneurial venture and a small business, and the phases of growth in a business;
- explain the importance of business ethics and analyse the relevant aspects to be considered in developing ethical behaviour and a code of ethical conduct in an organisation;
- identify and explain the origin of management theory and modern approaches currently at hand;
- analyse the skills, roles, and characteristics of managers as important role players in establishing effective and efficient business practice; and
- identify and explain all the relevant aspects, processes, characteristics, theories, models and techniques relevant to the four primary management tasks.

Students must take all outstanding modules of the previous year of study, before they may take modules from the next year of study, limited to a maximum of 6-year modules in any one year of study.

CONTINUATION OF STUDIES:

Students must reapply for continuation of studies if they fail to pass:

- 2-year modules and 2 additional semester modules after the first year of study.
- 12 semester modules after the second year of study.
- 18 semester modules after the third year of study.
- 24 semester modules after the fourth year of study.

Note that ESI03YC, as a year module, equals two semester modules.

Introduction to Finance 1B

(ITF01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to understand the fundamental concepts of finance, the financial system, and related financial mathematics.

OUTCOMES

Students should be able to:

- explain how the financial system operates;
- explain the related concepts of finance;
- calculate fundamental financial mathematics related to cash flows; and
- use relevant software to manipulate, analyse, display, and interpret the data.

CBE.131 LOGISTICS

Logistics 1A

YEAR MODULE (LOG1AY0)

SEMESTER MODULE (LOG01A1)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (LOG1AY0)

Subject type: JH

CALCULATION CRITERIA FOR (LOG01A1)

Subject type: SH

PURPOSE

To introduce the student to the role of logistics and supply chain management in the economy. The students will be introduced to various business logistics activities.

OUTCOMES

Students should be able to:

- discuss the principles of logistics and supply chain concepts;
- explain the role and importance of logistics and supply chain management in the economy;
- discuss the role of customer service in the logistics context;
- explain the role of transportation within the logistics context; and
- identify and discuss the various business logistics activities.

Logistics 1B

YEAR MODULE (LOG1BY0)

SEMESTER MODULE (LOG01B1)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (LOG1BY0)

Subject type: JH

CALCULATION CRITERIA FOR (LOG01B1)

Subject type: SH

PURPOSE

The purpose of this module is to provide an overview of transportation and its role in the logistics environment.

OUTCOMES

Students should be able to:

- explore the characteristics of logistics and how it contributes to the demand for transportation;
- distinguish the characteristics of the modes of freight transportation;
- describe the role of logistics in creating transportation demand;
- explain the cost and service characteristics of the modes of transportation; and
- discuss the role of logistics in regional and international transportation.

Logistics 2A

(LOG02A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to analyse the role of transportation in logistics management, focusing on modal choice, costing and sourcing of transportation, as well as the service level agreements and contracting in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing logistical decisions.

OUTCOMES

Students should be able to:

- understand logistics' role in the economy and the organisation;
- describe the role of transportation in logistics management;
- identify and analyse modal choice and multimodal costing;
- identify and analyse sourcing options of transportation;
- distinguish between different service level agreements and contract management in transportation; and
- apply relevant information management systems in transport.

Logistics 2B

(LOG02B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to logistics operations, including channels and network design, reverse logistics and lean supply chain operations. This module also focus on logistics management strategies, marketing and alignment of supply chain operations.

OUTCOMES

Students should be able to:

- describe the role of logistics operations management in supply chains;
- discuss logistics channels and network design;
- discuss the management strategies' impact on logistics management;
- explain marketing and logistics co-dependency in logistics; and
- explain the concepts of reverse logistics, JIT, and lean supply operations.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to acquaint students with knowledge and skills on production and operations management in supply chain management. Students will also acquire knowledge on the various logistics functionalities and an overview of strategic logistics management.

OUTCOMES

Students should be able to:

- analyse the roles of production and operations management within logistics;
- identify and discuss ethical, safety, and security issues in logistics;
- explain the freight forwarders' role in logistics;
- describe the modal choice decision in transport;
- reflect on the importance of customer service in logistics; and
- reflect on the importance of strategic logistics management.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to focus on the international context of Logistics and its role in international trade. Students are introduced to supply chain risk management. The role of customs in exports and imports will be addressed.

OUTCOMES

Students should be able to:

- describe the various international (continental and intercontinental) logistics arrangements;
- apply appropriate terms of trade in intercontinental Logistics;
- explain the role of customs in international trade;
- differentiate import and export processes in international trade; and
- explain the role of Logistics in supply chain risk management relating to international trade.

CBE.132 MANAGEMENT AND HUMAN RESOURCES

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the opportunity to perform basic human resource management activities within the tourism industry. Students will receive guidance on how to contribute to effective decision-making and the execution of human resources operations in a tourism context.

OUTCOMES

Students should be able to:

- discuss the human resource management processes and procedures at a tourism organisation;
- prepare job descriptions and specifications for employees working at a tourism organisation;
- compile an advertisement for a position in the tourism industry;
- prepare guidelines on how to compile a CV and prepare for an interview;

- compile an introduction programme for new employees at the tourism organisation;
- have an understanding on how to follow disciplinary procedures; and
- appreciate the importance of providing further training opportunities in the tourism industry.

CBE.133 MANAGEMENT SKILLS

Management Skills 1A

(MGS01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with basic management theory in a hospitality context. They will understand the concepts of planning, organising, managing and leading a hospitality enterprise, within a local and global environment.

OUTCOMES

Students should be able to:

- identify and describe the key internal and external environmental variable in managerial planning;
- explain the meaning of organisation structure;
- describe the nature and content of managerial work;
- describe the planning process;
- list and describe the roles of a tourist manager, at different levels of management;
- discuss the functions and tasks of a manager in a tourist establishment;
- discuss motivation and communication in terms of leadership; and
- identify important leadership qualities of the tourism and food and beverage managers.

Management Skills 1B

(MGS01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with the industry-specific knowledge in planning and organising activities in a hospitality-related industry.

OUTCOMES

Students should be able to:

- describe the importance of the holistic tourism and hospitality environment;
- explain the importance of tourism and hospitality entrepreneurship; and
- apply the fundamental principles of financial management, purchasing and supply function and strategic management.

Management Skills 2A

(MGS02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to be able to apply a range of human resources management skills which will contribute to effective decision-making, as well as the execution and supervision of hospitality operations (Foundational, practical and reflective competence).

OUTCOMES

Students should be able to:

- apply Human Resources Management and development functions applicable to their delegated area of responsibility according to professional hospitality industry standards;
- prepare job descriptions and specifications for employees working at a food and beverage organisation;
- compile an advertisement for a position in the food and beverage industry;
- prepare guidelines on how to compile a CV and prepare for an interview;
- compile an introduction programme for new employees at the food and beverage organisation;
- acquire the knowledge needed to follow disciplinary procedures; and
- appreciate the importance of providing further training opportunities in the food and beverage industry.

Management Skills 2B

(MGS02B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with the knowledge and skills needed to apply a range of marketing skills, which will contribute to effective decision-making, as well as the execution and supervision of hospitality operations (Foundational, practical and reflective competence).

OUTCOMES

Students should be able to:

- apply the marketing skills required to open a food and beverage enterprise within South Africa when developing a business plan for a small food and beverage establishment;
- explain how a quality programme would benefit a food and beverage operation by analysing the system in use in order to improve quality using international companies as benchmarks; and
- apply the marketing process in securing business.

Management Skills 3A

(MGS03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students to utilise managerial concepts, systems and functions. The focus of this module is to guide students in effective business plan preparation for a food and beverage business.

OUTCOMES

Students should be able to:

- apply advanced entrepreneurial concepts to identify opportunities in the food and beverage industry;
- conduct the feasibility and viability of the identified business idea;
- discuss ethical issues related to the food and beverage enterprise;
- differentiate between the forms of businesses as it can be applied in the food and beverage industry;
- apply the role of the business plan based on a tourism-related case study;
- describe the role and interrelatedness of the subcomponents of a business plan;
- formulate a comprehensive business plan for the food and beverage enterprise;
- identify and discuss a production/service plan for the tourism and food and beverage enterprise;
- apply the role of a hospitality organisational and management plan for the food and beverage enterprise;
- compile and appraise a financial plan for the food and beverage enterprise; and
- apply the principles of a human resource plan for the food and beverage enterprise.

CBE.134 MARKETING

Marketing 1A

YEAR MODULE (BBE1AA0)

SEMESTER MODULE (MAR01A1)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the basic principles of marketing, mainly in a consumer product context. On a practical level, the student will have attained the necessary experience to identify environmental trends, understand basic consumer behaviour and market segmentation.

OUTCOMES

Students should be able to:

- understand the fundamental marketing concepts and philosophy,
- explain the interface between marketing management and the environment,
- identify customer needs and wants and determine which target markets the organisation can serve best,
- understand the decision-making process that consumers go through as they make a purchase,
- understand the role of segmentation, targeting and positioning in marketing, and
- recognise the importance of information to an organisation.

Marketing 1B

SEMESTER MODULE (BBE1BB0)

YEAR MODULE (MAR01B1)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the basic principles of marketing, mainly in a consumer product context. On a practical level, the student will be familiar with the product, pricing, distribution and promotion elements of the marketing mix.

OUTCOMES

Students should be able to:

- define and classify products,
- understand the nature and benefits of branding,
- identify the functional and psychological roles of packaging,
- understand the role of product in the marketing mix,
- explain the role and types of distribution channels,
- understand the concept of pricing in marketing,
- understand the importance and role of a planned, integrated communication strategy in a marketing context, and explain how the marketing mix is integrated in the overall marketing philosophy

Marketing 2A

(MAR02A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip the student with the necessary knowledge to distinguish between the additional aspects of services and relationship marketing in service businesses. On a practical level, the student will be familiar with the people, process and physical evidence elements of the marketing mix as well as techniques to build relationships with employees and customers.

OUTCOMES

Students should be able to:

- describe the principles of consumer behaviour in a services environment;
- understand the role of people, process and physical evidence in the services marketing mix;
- understand and apply the principles of relationship marketing; and
- design services marketing mix.

Marketing 2B

(MAR02B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to acquire knowledge, practical skills and competencies for applying the principles and concepts of marketing within a sport and recreational setting; to sport products, sport consumers and sport entities. On a practical level these will be applied to sport consumer behaviour, marketing communication and sponsorships, as well as carry out a basic research survey in a sport environment.

OUTCOMES

Students should be able to:

- identify and describe the unique characteristics of sport marketing;
- describe the difficulties of the exchange process in sport marketing;
- develop a basic operational marketing plan for a small sports enterprise;
- show the application of marketing instruments in a sports setting; and
- identify and apply the principles of marketing research.

Marketing 3A

(MAR03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE:

The purpose of this module is to provide the student with the theoretical foundation needed to write a marketing plan. Students are introduced to the elements of a marketing plan. Students should develop analytical and critical skills required in writing up a marketing plan. On the practical side, case studies and practical assignments are completed by students.

OUTCOMES

Students should be able to:

- perform a situation analysis and be able to identify marketing opportunities, threat, strengths and weaknesses in a given context;
- formulate marketing and sales objectives;
- design competitive marketing strategies;
- design product life cycle strategies; and
- relationship marketing strategies.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to write a marketing plan. Students will develop a practical understanding, knowledge and skills on how to write up a marketing plan. On the practical side, students write and submit a marketing plan by conducting a situation analysis, formulating sales and marketing objectives, formulating marketing strategies and implementing the strategies on a product, brand, SBU or company of their choice.

OUTCOMES

Students should be able to:

- perform a situation analysis in a given context;
- set marketing and sales objectives;
- develop a competitive strategy;
- develop an integrated marketing strategy;
- by formulating an integrated;
- product plan;
- pricing plan;
- promotion plan;
- distribution plan; and
- implementation, evaluation and control of the plan.

CBE.135 MARKETING COMMUNICATIONS

Marketing Communications 3A

(MRC03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to promote the integration of the skills and knowledge obtained in other marketing functions to develop a comprehensive integrated marketing communications plan. On a more practical level, the student will have attained the necessary experience to develop a practical communications plan within a variety of contexts to strategically enhance the organisation's performance and meet consumer needs.

OUTCOMES

Students should be able to:

- describe and contextualise the fundamentals of the communications process and the role it plays when developing marketing communication.
- identify, compare and contrast, and select the most appropriate promotional mix for a range of communications objectives; and
- demonstrate the ability to develop, through a strategic lens, an integrated marketing communications strategy.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to serve as an introduction to digital marketing by introducing students to the various tools, techniques and skills required to prepare students for the role that digital marketing plays within the marketing function. Students will gain knowledge about the digital marketing fundamentals, the platforms, channels, metrics and the use of the digital marketing mix elements to enhance an organisation's performance and satisfy customer needs.

OUTCOMES

Students should be able to:

- contextualise the role, opportunities, and challenges that digital marketing plays within the marketing function;
- describe the contemporary digital trends available to digital marketers and analyse their impact on the development of digital marketing strategies;
- evaluate the various tools, techniques, platforms, channels and metrics available within the digital marketing context; and
- demonstrate the ability to select the most appropriate tools, techniques, platforms, channels, and metrics for a given product or service.

CBE.136 MARKETING FOR TOURISM

Marketing for Tourism 2A

(MRT02A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip the student with the necessary knowledge to distinguish between the additional aspects of services and relationship marketing in service businesses. On a practical level, the student will be familiar with the people, process and physical evidence elements of the marketing mix as well as techniques to build relationships with employees and customers.

OUTCOMES

Students should be able to:

- describe the principles of consumer behaviour in a services environment;
- outline characteristics of services and explain the principles of the service mix, particularly in the tourism industry;
- describe the role of people, process, and physical evidence in the services marketing mix;
- explain and apply the principles of relationship marketing; and design services marketing mix; and
- explain the role of public relations activities and tools in tourism marketing.

Marketing for Tourism 2B

(MRT02B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with the necessary knowledge to evaluate and apply marketing principles to create a basic operational marketing plan for a specific tourism product. These products include destinations, visitor attractions, inclusive tours, transport, accommodation, and restaurants.

OUTCOMES

Students should be able to:

- describe how countries are marketed as tourist destinations
- discuss the marketing of tourist attractions
- describe the marketing of transport operations
- develop a basic operational marketing plan for any tourism establishment.
- outline the approaches to managing service quality, value, and customer satisfaction in the tourism industry;
- explain the role of digital marketing in the tourism industry;
- describe new product development and emerging tourism trends; and
- develop a basic operational marketing plan for any tourism destination.

CBE.137 MARKETING RESEARCH

Marketing Research 3A

(MRR03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is for the student to acquire the necessary knowledge to appreciate the nature and scope of marketing research and explain its role in the decision-making process. On the practical level, students will have attained the necessary experience to propose and evaluate different approaches to obtain relevant information. They will also be able to design a questionnaire.

OUTCOMES

Students should be able to:

- identify the different kinds of research that companies undertake and the different situations in which research can be helpful;
- describe the steps in the marketing research process and be able to relate them to a specific case;
- identify data sources typically used to answer research questions;
- select appropriate primary data collection methods;
- develop and evaluate research designs/plans; and
- design and evaluate a questionnaire.

Marketing Research 3B

(MRR03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is for the student to acquire the necessary knowledge to explain the procedures and techniques involved in sampling and present a managerial orientated discussion of field work processes and the processes of preparing data to make them suitable for analysis. On the practical level, the students will have attained the necessary experience to develop and evaluate appropriate sampling plans, execute field work, prepare data for analysis, and communicate the findings of research.

OUTCOMES

Students should be able to:

- explain how and why various sampling methods are used;
- describe the process of collection of data in the field – particularly by telephone and person interviewing;
- describe data capturing and how a dataset is cleaned;
- identify ethical issues and suggest ways to inhibit unethical behaviour;
- analyse and interpret research results; and
- understand the South African marketing research environment and particularly the role of SAMRA.

CBE.138 OPERATIONS MANAGEMENT AND ENTREPRENEURSHIP

Operations Management and Entrepreneurship

(FTN7X07 /BTN7X06)

SEMESTER MODULE

NQF LEVEL: 7

NQF Credits: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to develop the student's understanding, skills, and competencies in operations management and operations management tools, with the emphasis on how these can be applied to entrepreneurship within the biotechnology and food technology environments.

OUTCOMES

Students should be able to:

- explain the following major concepts in the functional areas of accounting, marketing, finance, and management;
- describe and evaluate the legal, social, and economic environments of business;
- describe and explain the ethical obligations and responsibilities of business;
- apply decision-support tools to business decision making;
- apply knowledge of business concepts and functions in an integrated manner;
- apply fundamental concepts of operations management and operations management tools to solve problems and improve process efficiency;
- describe and implement quality management tools for continuous improvement of methods and strategies within operations management;
- describe the theories and concepts of entrepreneurship and compare business ownership models and critically assess the choice of location of an enterprise;
- consider the need for innovation, identify and assess the commercial potential and viability of new knowledge, technology and markets using various methods and tools;
- identify opportunities, challenges and risks affiliated with the set-up and financing of new initiatives such as new business ventures.
- describe the nature and guidelines for preparing a feasibility and business plan, outline the basic contents and format thereof and develop a feasibility- business plan;
- identify and examine reasons for business failure, including the challenges affiliated with the rapid growth of new business ventures;
- describe the role of marketing and market research, examine consumer issues, summarise criteria for market segmentation, market forecasting and marketing strategy;
- describe and illustrate concepts and terminology of financial management, the capital requirements of an enterprise, various forms of financing, and fixed vs. current assets;
- describe the role of human resources management in an enterprise; and
- demonstrate the ability to identify opportunities, organise and finance viable entrepreneurial initiatives through to fruition.

CBE.139 PAYROLL

Introduction to Payroll 3A

(ITP33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

To prepare students to understand the basic functioning of an electronic payroll programme in order to create payslips and produce payroll-related reports.

OUTCOMES

Students should be able to:

- identify and explain various payroll systems and concepts;
- create a new company and load employee's data using a payroll system;
- capture employee's remuneration on the payroll system;
- explain the components on a payslip; and
- create various reports using the payroll system.

CBE.140 PEOPLE MANAGEMENT PERSPECTIVES

People Management Perspectives 1A

SEMESTER MODULE (PMP01A1)

YEAR MODULE FOR EXTENDED (PMP0YA1)

NQF LEVEL: 5

NQF CREDITS:12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the foundations of People Management (PM) perspectives by exposing students to the fundamental principles underlying the people management practice in South Africa.

OUTCOMES

Students should be able to:

- describe the contextual elements of PM;
- conduct environmental analysis to understand the influence of micro and macro influences within the organisation;
- determine the link between the PM and business strategy;
- describe the SABPP Competency Model and its related HRM standards; and
- describe the business partnering and consulting role of PM Practitioners; PM value chain activities and their application to employee life cycle.

People Management Perspectives 1B

SEMESTER MODULE (PMP01B1)

YEAR MODULE FOR EXTENDED (PMP0YB1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

This module will provide students with a foundational understanding of employee relations in the South African context, performance management, motivation theories, and career management, employee compensation, and health and safety in the workplace.

OUTCOMES

Students should be able to:

- identify and explain role of key stake holders in employee relations;
- describe the difference between performance management and performance appraisal;
- understand the concept of a career and career management;
- describe compensation strategies in organisation;
- describe the legislative framework governing health and safety in the workplace as well as the causes of workplace accidents; and
- understand the dynamics of employment relationships as well as labour legislation governing employment relations in South Africa.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide practical guiding principles for managing people in the organisation by delineating the role of PM Practitioners as a business partner within the world of work.

OUTCOMES

Students should be able to:

- identify internal and external factors which influence workforce planning;
- how would you apply staffing decisions methods to allocate, schedule, and deploy talent within the organisation;
- distinguish between different job design methods and approaches;
- how would you conduct a job analysis and complete a job description and specifications, and
- describe factors which influence the organisation's remuneration.

People Management Perspectives 2B

(PMP02B2)

SMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

PM Perspectives 2A focuses on performance and development. This module will provide the link between individual performance outcomes and training in order to directly enhance the effectiveness and efficiency of employees in their roles.

OUTCOMES

Students should be able to:

- discuss performance management practices and performance appraisal to improve employee's performance;
- identify and apply the elements of training analysis; and
- develop a talent inventory to assist the organisation with managing talent.
- identify the uses of PM Information System, PM Metrics, and Analytical for reporting.

People Management Perspectives 3A

(PMP03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

People Management Perspectives 3A focuses on organisational behaviour theory and practice component of the module will provide the interface between the organisation, team/ group and the individual for understanding the inverse relationship.

OUTCOMES

Students should be able to:

- discuss the concept of organisational behaviour, its application to People Management;
- identify the organisational and team/group dynamics which influence individual behaviour;
- describe the concepts personality, values, attitudes, and perceptions;
- discuss the concept of psychological contracts; and
- distinguish between employee job satisfaction, commitment, and engagement.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

People Management Perspectives 3B focuses on organisational development. This module will provide a framework for identity the key pivotal areas which enhance organisation efficiency and effectiveness.

OUTCOMES

Students should be able to:

- discuss organisational development with reference to the structure, culture, and power dynamics in the organisation;
- explain the group development process;
- describe the leadership development process;
- identify and describe the change management models; and
- understand the concept or corporate governance by describing the role of PM Practitioners in supporting the organisation to inculcate a culture of acceptable workplace ethics.

People Management in Practice 3A

(PMI33B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSES

The purpose of this module is to equip students to practically apply the specific outcomes of modules undertaken during the period of study. Modules would be merged through the practical application of workplace practices.

OUTCOMES

Students should be able to:

- Students will be allocated stimulated PM departments. Each department would role-play the PM value chain whilst satisfying the specific outcomes of various modules covered within the qualification. Lecturers and external PM experts would be asked to audit the allocated PM department;
- STIMULATED PM PROJECT: in teams of 10, create a simulated PM environment and role-play the PM value chain, OR one specific PM function in action. The entire simulated activity will last 30 minutes. All relevant documents, forms, tools, and techniques must be well researched and authentic and presented for assessment. This simulated project involves an integration of the specific outcomes for all PM modules in this qualification. The team simulation project will be assessed and evaluated by a panel of industrial and academic PM experts; and
- POE ASSESSMENT: compile and submit a POE (Portfolio of Evidence) of the entire PM value chain or on the specific outcomes of three selected modules. Evidence is in the form of observations, research, learning, and data gathering during the simulated, integrated PM project and audio-visual presentation: conduct a three-minute individual audio-visual presentation on your evidence gathered and presented in your POE. This presentation must reveal your understanding of the integration of the specific outcomes for all PM modules in this qualification. Your presentation will be assessed and evaluated by a panel of industrial and academic PM experts.

CBE.141 PERSONAL SELLING

Personal Selling 1A
SEMESTER MODULE
NQF LEVEL: 5

(PRS01A1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce and orientate the students towards the basic principles of direct selling. Students will be exposed to the selling process and be able to practically apply the selling process in an ethical manner within today's business context.

OUTCOMES

Students should be able to:

- explain the role of personal selling within the business context;
- describe the elements that contribute towards a successful salesperson; and
- apply the selling process in an ethical manner by taking the various factors that influence buying behaviour into consideration.

Personal Selling 1B

YEAR MODULE
NQF LEVEL: 5

(PRS0Y1B)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to the practical aspect of direct selling within a real-life setting. Students will be evaluated on their practical ability of direct sell by reaching a predetermined sales target.

OUTCOMES

Students should be able to:

- select and sell products from a selected company, to a selected target market, in order to reach a predetermined sales target; and
- use the appropriate systems and databases to record, track and manage progress.

CBE.142 PROCUREMENT

Procurement 1A
MODULE CODE:
NQF Level: 7

(PRO1CP1/PRM01A1)
NQF CREDIT: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

To provide the student with knowledge and applied competence to reflect on the functions of purchasing and its contribution to the company on a strategic level. The student will be able to apply principles of supply and demand to the procurement sector, and to analyse the relationships between purchasing and supply chain costs and the savings made through the profit-leverage effect.

OUTCOMES

Students should be able to:

- explain the role of purchasing in the supply chain;
- apply the principle of inventory and the quantity factor concerning inventory holding;
- describe the importance and the role of information systems and technology in the supply chain; and
- apply the principles of make-or-buy purchasing decisions in the supply chain environment.

Procurement 2A

YEAR MODULE (PRC2AY0)

SEMESTER MODULE (PRC02A2)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (PRC2AY0)

Subject type: JH

CALCULATION CRITERIA FOR (PRC02A)

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation, and implementation of fundamental procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand world-class supply chain management;
- understand how procurement is becoming supply management;
- understand a product life cycle in an organisation;
- understand the importance of the buyer-supplier relationship;
- build and manage cross-functional teams to help contribute to supply chain effectiveness; and
- apply and understand the principles of purchasing/procurement in the supply chain.

Procurement 2B

YEAR MODULE (PRC2BY0)

SEMESTER MODULE (PRC02B2)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (PRC2BY0)

SUBJECT TYPE: JH

CALCULATION CRITERIA FOR (PRC02B2)

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation and implementation of procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand the different procurement services in supply chain;
- understand what global supply management and the competition surrounding procurement;
- identify and explain the importance of what product pricing;
- undertake research on cost analysis and explaining what it comprises out of;
- build and manage a negotiating team to successfully negotiate areas relating to procurement; and
- apply and understand the ethical and professional standards of purchasing/procurement in supply chain.

Procurement 3A
SEMESTER MODULE
NQF LEVEL: 6

(PRC03A3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation, and implementation of procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand the role procurement play in the supply chain;
- understand what the supply organisations are and where the company fits in;
- identify and describe the importance of information systems and technology;
- apply and understand the principle of inventory and the quantity factor concerning inventory holding;
- describe the importance and the role transportation plays in the supply chain; and
- undertake research to come up with solutions for the best investment recovery methods.

Procurement 3B
SEMESTER MODULE
NQF LEVEL: 6

(PRC03B3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation, and implementation of procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand the role research in procurement plays in the supply chain;
- understand what global supply is, and what effect it can have on an organisation;
- identify and describe the importance of make-or-buy, insourcing and outsourcing;
- apply and understand the strategies of procurement and supply management;
- describe the importance and the role of information systems and technology in the supply chain; and
- understand the role research in procurement play in the supply chain.

CBE.143 RESEARCH FOR TOURISM DEVELOPMENT

Research for Tourism Development 3A
SEMESTER MODULE
NQF LEVEL: 6

(RTD33A3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to acquire a comprehensive theoretical knowledge of research methodology, with a focus on tourism research.

OUTCOMES

Students should be able to:

- explain what research is, and the purpose of conducting research;
- describe the principles of research;
- explain the various research designs;
- differentiate between the different research paradigms;

- explain the different approaches to research, as well as the various sampling techniques and tools used in research;
- explain the purpose and process of conducting a literature review; and
- recognise the importance of research ethics.

CBE.144 RETAILING

Retailing 1A

(RTL1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the necessary knowledge, that is needed to understand the world of retailing and the retailing environment. Students will also gain insight into retail buyer behaviour. On a practical level, students will be able to identify trends impacting the retail sector.

OUTCOMES

Students should be able to:

- describe a retail environment;
- recognise the trends in the retail sector;
- explain the aspects impacting buyer behaviour; and
- outline the importance of various stakeholders to a retail business.

Retailing 1B

(RTL1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the necessary knowledge, insight for managers of a retail business. On a practical level, students will be able to explain the business functions relating to managing a retail business.

OUTCOMES

Students should be able to:

- describe the marketing activities impacting retail business;
- explain merchandising, logistics and supply chain management in a retail business;
- discuss the supplementary retail business functions; and,
- identify the components of a retail business plan.

Retailing 2A

(RTL2AA2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to the basic principles of marketing, mainly in a consumer product and retail context.

OUTCOMES

Students should be able to:

- explain the fundamental retail concepts and philosophy, and the interface between retailing and the environment;
- discuss the changing retail shopper and their decision-making process regarding retail purchases;

- describe the role of retailing in the supply chain; and,
- review the influence of technology on retailing.

Retailing 2B
SEMESTER MODULE
NQF LEVEL: 5

(RTL2BB2)

NQF CREDITS: 14

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to introduce the students to the implementation of the marketing mix strategies, mainly in a consumer product and retail context.

OUTCOMES

Students should be able to:

- define and classify products, understand the nature and benefits of branding, and identify the functional and psychological roles of packaging in a retailing context;
- describe the concept of pricing in retailing and review pricing strategies;
- explain the role and types of distribution channels in a retailing context; and,
- explain the importance and role of a planned, integrated communication strategy in a retailing context, and how the marketing mix is integrated in the overall retailing philosophy.

Retailing 3A
SEMESTER MODULE
NQF LEVEL: 6

(RTL03A3)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to retail buying. The student will be able to develop into a buyer for a retail business after gaining knowledge of the role of the buyer, buying philosophies and the buyer's roles and responsibilities.

OUTCOMES

Students should be able to:

- explain the buying function in terms of structure and the roles of the merchandising team;
- argue the importance that the buyer interprets the wants and needs of the customers into the "right goods at the right" time;
- comment on merchandise planning with regards to the amount and type of merchandise to buy, the right assortment for customers, the steps used for planning, pricing of merchandise, in terms of mark-ups, markdowns and factors influencing price points;
- design a floorplan and layout, and allocate merchandise categories to meet the needs of a specific target market;
- value the advantages and disadvantages of foreign merchandise and buying methods that apply to foreign merchandise, or international purchasing; and
- compile a buying plan for a retail organisation.

Practical Retailing 3B
SEMESTER MODULE
NQF LEVEL: 6

(PTL3BB3)

NQF CREDITS: 14

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to prepare the student to for work within the retail environment. This module focuses on developing practical skills and competencies to improve workplace readiness in retail businesses.

OUTCOMES

Students should be able to:

- integrate and use technology to perform various functions in a retail environment;
- develop effective competencies and skills relating to operating within the retail environment;
- compile a retail business strategy for a small, local retailer; and
- utilise skills and knowledge obtained in other modules to practically perform retail-related activities to a given topic, project or case study.

CBE.145 RISK IN FINANCIAL SERVICES

Risk in Financial Services 2A

(RFS22A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a student with significant knowledge in international regulation related to risk management and give the student a workable knowledge of risk management and all the techniques, operations, concepts and drivers of risk in the business industry.

OUTCOMES

Students should be able to:

- explain risk management and identify the sources of and drivers of risk in business;
- identify the international regulation that is relevant to the financial services industry;
- explain, and manage operational, credit, market, investment, liquidity and model risk; and
- describe corporate governance, risk oversight, model risk and enterprise risk management.

Risk in Financial Services 2B

(RFS22B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a student with significant knowledge in risk management to explain risk management principles in a financial services environment and give the student a workable knowledge of risk management to accomplish success dealing with operational risk.

OUTCOMES

Students should be able to:

- define, discuss and manage operational risk in a financial services environment; and
- describe the nature, causes and consequences of operational risk.

CBE.146 SALES MANAGEMENT

Sales Management 3A

(SMN03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the principles of sales management. On a practical level, the student will have attained the necessary experience to identify environmental trends and understand basic sales management.

OUTCOMES

Students should be able to:

- understand the salesperson's performance in relation to behaviour, role, perceptions, satisfaction and motivation;
- explain sales in customer relationship management (CRM);
- integrate information in sales management;
- prepare a situation analysis of the sales environment;
- analyse the sales environment for optimal efficiency;
- formulate a sales plan;
- organise a sales force;
- recommend the criteria for sales aptitude in selection and recruitment;
- develop sales training with reference to objectives, various techniques and evaluation; and
- design a compensation and incentive plan.

Sales Management 3B

(SMN03B3)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to the basic principles of marketing, mainly in a consumer product context. On a practical level, the student will have attained the necessary experience to identify environmental trends and understand basic direct selling.

OUTCOMES

Students should be able to:

- select a number of students who enrolled for Personal Selling (Module B);
- provide mentorship and guidance to these students;
- schedule regular meetings with this sales force in order to track progress by using the DSA–UJ interactive database management system; and
- compile a portfolio of evidence on the mentoring process.

CBE.147 SUSTAINABLE AND RESPONSIBLE TOURISM

Sustainable and Responsible Tourism 2B

(TOS22B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to develop students to describe the processes and principles used in developing and managing tourism destinations. They will have acquired the knowledge on the development process to ensure that attractions are managed responsibly and sustainably to support the Sustainable Development Goals (SDGs).

OUTCOMES

Students should be able to:

- describe guiding principles of sustainable and responsible tourism, and approaches to sustainable tourism development;
- distinguish between different development processes relevant to different types of tourism products;
- evaluate sustainable tourism planning issues and strategies;
- describe challenges to sustainable tourism development in South Africa, as well as the regional African context; and
- explain the different types of tourism products which incorporate principles of sustainable and responsible tourism.

CALCULATION CRITERIA**Subject type: CE****PURPOSE**

The purpose of the module is to provide the student with a basic understanding of computer infrastructure and interaction between hardware and system software. It's assumed that students have no prior knowledge of computer systems. This module will quickly develop an understanding of the computer's inner working components.

OUTCOMES

Students should be able to:

- describe the components that make up a computer system;
- define the operation of the CPU;
- describe the RAM and its utility;
- explain the function of the motherboard;
- explain the role of the power supply;
- describe the function of an expansion bus;
- discuss the hard drive configuration;
- describe the installation process of the operating system;
- discuss the SCSI; and
- solve problems using Boolean algebra.

Systems Software 1B**(SSW01B1)****SEMESTER MODULE****NQF LEVEL: 5****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to introduce the student to basic internal architecture, operation, key critical factors that affect a computer system and its peripherals. This includes the study of data representation, simple digital logic, computer organisation including CPU, memory and input/output devices, as well as machines-level and assembly language programming and finally operating system concepts. It's assumed that students have no prior knowledge of computer systems.

OUTCOMES

Students should be able to:

- understand basic computer structure and operation and demonstrate use of the associated vocabulary;
- demonstrate an understanding of the concepts of representation, computer arithmetic and Boolean algebra using appropriate methods of implementation;
- demonstrate detailed knowledge of internal bus, memory, I/O organisations and interfacing standards;
- describe the internal operation of the CPU and explain how it is used to execute instructions; and
- differentiate between machine language and assembly language.

CBE.149 TAXATION

Taxation 3A

(TAX33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce taxation of companies in South Africa, and will cover VAT (value added tax), gross income, exempt income, deductions, capital allowances and recoupments, and Capital Gains tax for CC's and companies.

OUTCOMES

Students should be able to:

- determine the imposition of value-added tax;
- establish what constitutes gross income;
- determine which income is exempt from tax for a company;
- determine the allowable general deductions, special deductions, capital allowances, and recoupments in terms of the Income Tax Act applicable to a company;
- determine the taxable capital gain for companies; and
- calculate the taxable income and tax liability of a CC and a company.

Taxation 3B

(TAX33B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an introduction to taxation of individuals in South Africa and to discuss the basic taxation of individuals, including the taxation of fringe benefits and retirement benefits received by individuals, and the basic Capital Gains tax provisions applicable to individuals. The basic tax calculations for sole traders and partnerships will also be covered, along with the basic provisions related to employees' tax and provisional tax.

OUTCOMES

Students should be able to:

- calculate the taxable income and tax liability of individuals;
- calculate and correctly treat fringe benefits and retirement benefits in terms of the respective provisions;
- determine the taxable capital gain for individuals;
- calculate the tax liability of sole traders and partnerships;
- calculate the balance of remuneration and the employees' tax liability; and
- determine which taxpayers are liable to register as provisional taxpayers and calculate the provisional tax liability for both individuals and companies.

CBE.150 TOURISM MARKETING

Introduction to Tourism Marketing 1A

(ITM01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the basic principles of tourism marketing, mainly in a tourism product or service. On a practical level, the student will have attained the necessary experience to identify environmental trends, understand basic consumer behaviour and market segmentation.

OUTCOMES

Students should be able to:

- explain the fundamentals of tourism marketing concepts and philosophy;
- demonstrate the role of marketing in the tourism industry
- describe the decision-making process that consumers go through as they make a purchase for a product or service;
- explain the role of segmentation, targeting, and positioning processes; and
- recognise the importance of information to an organisation.

Introduction to Tourism Marketing 1B

(ITM01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the basic principles of tourism marketing, mainly in a consumer product context. On a practical level, the student will be familiar with the product, pricing, distribution, and promotion elements of the marketing mix.

OUTCOMES

Students should be able to:

- define and classify products;
- describe the nature and benefits of branding;
- identify the functional and psychological roles of packaging;
- explain the role of product in the tourism marketing mix;
- explain the role and types of distribution channels;
- describe the concept of pricing in tourism marketing;
- explain the importance and role of a planned, integrated communication strategy in tourism marketing; and
- discuss the role of advertising in tourism;
- explain the importance of personal selling in the tourism industry; and
- recognise the role of technology in tourism marketing.

CBE.151 TOURISM PLANNING

Tourism Planning 2A

(TOS22A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the necessary knowledge about the effective use of various levels and models of tourism planning in South Africa based on the principles of sustainability and ethical use of community tourism resources.

OUTCOMES

Students should be able to:

- distinguish between different planning levels in tourism development;
- discuss the respective roles and responsibilities of different agents of tourism development;
- describe the interdependence between national, regional and local tourism destination planning; and
- appreciate the effectiveness of various approaches to monitoring and evaluating tourism impacts.

CBE.152 TOURISM SYSTEM

Tourism System 1A

(TOS11A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with intellectual knowledge and applied competence in understanding the tourism industry sectors and role players.

OUTCOMES

Students should be able to:

- analyse pre-conditions for the emergence of tourism as a mass phenomenon;
- identify tourism industry sectors and role players;
- evaluate demand and supply factors in tourism;
- analyse interconnectedness between rural and urban communities and tourism development;
- assess the role of tourism as a socio-economic tool in poverty alleviation and job creation;
- analyse the role of tourist attractions as part of the tourism system; and
- analyse the role of tourist destinations part of the tourism system.

CBE.153 TRAINING AND DEVELOPMENT PRACTICES

Training and Development Practices 2A

(TDP02A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

This module emphasises the fundamentals of managing Training and Development in South Africa with a brief on international models. The purpose of this module is to develop graduates who can demonstrate focused knowledge and skills in the field of People Management Development, with particular focus on education, training and development environment in South Africa.

OUTCOMES

Students should be able to:

- discuss ETD concepts, terminology, and systems;
- demonstrate an understanding and application of a training model, including reference to international models;
- outline the management elements of a training programme;
- discuss the role and function of a training practitioner within the South African ETD environment;
- discuss the importance of a training and development policy and an annual training plan; and
- list and describe the theories of learning, learning principles, and learning styles while defining the profile of the student and training needs analysis.

Training and Development Practices 2B

(TDP02B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

This module focuses on performance improvement, instructional design and training delivery. Practically preparing the student with skills in performance improvement, design, presenting training intervention, and quality assurance in Human Resource Development.

OUTCOMES

Students should be able to:

- apply a systematic process of discovering and analysing human performance gaps, designing and developing solutions to close performance gaps, partnering with the customer when identifying the opportunity and the solution, implementing the solution, mentoring the change, evaluating results;
- design, create, and develop informal and formal learning solutions to meet the organisational needs; and
- deliver informal and formal learning solutions.

Training And Development Practices 3A

(TDP03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to empower students and to provide a supportive role in the organisation equipping the students with the tools to assist in designing and developing assessments for training interventions. The student will analyse target audience profiles and skills gaps, align learning programmes, analyse learning outcomes, construct a delivery framework, develop the programme strategy document and evaluate learning design. The module will practically enable the student to demonstrate an understanding of developing, designing, analysing, and assessing training interventions.

OUTCOMES

Students should be able to:

- the student will be equipped to assist in designing and developing assessments for training interventions;
- using an interactive process to analyse target audience profiles and skills gaps, align learning programmes and analyse learning outcomes;
- construct a delivery framework, develop the programme strategy document, and evaluate learning design; and
- the student will be equipped with the ability to integrate talent management, coaching knowledge, and change management in the design process.

Training and Development Practices 3B

(TDP03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

Managing and evaluating learning programmes of this module is to teach students to manage and evaluate learning programmes by understanding the training and development context within the organisations. Students will identify, select, and apply learning technologies. The student should be able to gather, organise, and analyse information using learning metrics and analytics to inform organisational decision-making.

OUTCOMES

Students should be able to:

- identify, select, and apply a variety of learning technologies, while adapting learning technologies, matching the appropriate technology to the specific learning opportunity or challenge at hand;
- gather, organise and analyse information regarding the impact of learning solutions against key business drivers, presenting the information in a way that is meaningful to the organisation, using learning metrics and analytics to inform the organisational decision making; and
- assist leadership in executing the organisation's strategy.

CBE.154 TRANSPORTATION

Transportation 1A

YEAR MODULE (TRA1AY0)

SEMESTER MODULE (TRA01A1)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (TRA1AY0)

Subject type: JH

CALCULATION CRITERIA FOR (TRA01A1)

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with an overview of the role and importance of transport in the economy. The student will be introduced to the different modes of transportation, the economics of transportation and industry trends.

OUTCOMES

Students should be able to:

- explain the role and importance of transport in the economy;
- identify the different modes of transportation and describe the characteristics of the different modes of transport;
- distinguish between the dynamics of private and public transportation;
- explain the various concepts of transport economics; and
- identify and discuss regional and international transport trends.

Transportation 1B

YEAR MODULE (TRA1BY0)

SEMESTER MODULE (TRA01B1)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (TRA1BY1)

Subject type: JH

CALCULATION CRITERIA FOR (TRA01B1)

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with an overview of maritime, road freight and pipeline transport operations and regulations.

OUTCOMES

Students should be able to:

- explain the role, operational, and regulatory aspects of maritime as a transport mode;
- explain the role, operational, and regulatory aspects of road freight as a transport mode; and
- explain the role, operational, and regulatory aspects of the pipeline as a transport mode.

Transportation 2A

SEMESTER MODULE

NQF LEVEL: 5

(TRA02A2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to examine the policy and regulatory framework of air cargo and rail freight. The students will also be introduced to the policy and regulation of rail, bus, and minibus taxis in the context of public transport in South Africa.

OUTCOMES

Students should be able to:

- identify and analyse the policies and regulations impacting air cargo in South Africa;
- identify and analyse policies and regulations impacting rail freight in South Africa;
- identify and analyse policies and regulations impacting public transport in South Africa;
- examine the economic influence of public policy on the various modes of transport; and
- apply relevant policies to the transportation industry in South Africa.

Transportation 2B

SEMESTER MODULE

NQF LEVEL: 5

(TRA02B2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to introduce students to the field of supply chain management and its link with transportation. The module will introduce students to the role of technology in optimising transport and supply chain operations. The concept of customer service and its role in transportation will be discussed.

OUTCOMES

Students should be able to:

- distinguish between transportation and supply chain management;
- explain the role of transport in supply chain operations;
- discuss the role of relevant technology in optimising transport and supply chain operations;
- explain the role of customer service in transportation; and
- utilise technology to optimise transport and supply chain operations. -

Transportation 3A

SEMESTER MODULE

NQF LEVEL: 6

(TRA03A3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an overview of warehousing management. The students will be introduced to the interface between warehousing and procurement. The role of transport in warehousing optimisation is also addressed. The concept of reverse logistics will be introduced.

OUTCOMES

Students should be able to:

- explain the types and functions of warehousing;
- identify and examine the warehousing activities and dispatch management;
- analyse the interface between transport, warehousing, and procurement;
- describe warehousing optimisation from a transport perspective;
- examine the various warehousing management systems; and
- explain the concept of reverse logistics relating to warehousing.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is for students to introduce students to the international context of transportation and its role in international trade. Students are introduced to supply chain risk management. Modal choice decisions are addressed in an international context.

OUTCOMES

Students should be able to:

- describe the various international transport arrangements;
- apply appropriate terms of trade in intercontinental transport;
- explain the role of transport in international trade;
- identify and justify the appropriate modal choice in intercontinental transport arrangements.
- explain the role of transport in supply chain risk management relating to international trade.

CBE.155 TRANSPORT OPERATIONS MANAGEMENT

Transport Operations Management 3A

(TOM03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce first-year students to the field of transport operations, encompassing road transport legislation, decision-making pertaining to insourcing versus outsourcing, cross-border operations, safety, security, and risks involved in operations. Students will be introduced to the importance of technology in transport operations.

OUTCOMES

Students should be able to:

- identify and explain the relevant legislation pertaining to road transport operations;
- determine insourcing and outsourcing decisions regarding transport operations;
- explain the role and functions of agencies involved in cross-border operations;
- assess the challenges of freight and passenger traffic in cross-border operations;
- assess the safety, security, and risks in operations; and
- identify and appraise the importance of technology in transport operations.

Transport Operations Management 3B

(TOM03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to acquaint the student with the knowledge and techniques involved in transport operations management and service level agreements. The student will also be introduced to the role of logistics service providers in distribution management and logistics channels and network design, focusing on the role of transportation operations.

OUTCOMES

Students should be able to:

- describe the role and importance of transport operations management and associated ethical practices;
- explain the determination, significance, and content of service level agreements;
- discuss the meaning and importance of logistics service providers (LSPs) in distribution management; and
- explain the concepts of logistics channels and appropriate network design strategies.

CBE.156 TRAVEL AND TOURISM MANAGEMENT

Travel and Tourism Management 1A

(TTM11A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with basic management theory in a travel and tourism context. They will understand the concepts of planning, organising, managing, and leading a tourist enterprise, within a local and global environment.

OUTCOMES

Students should be able to:

- describe broad supervisory and basic management concepts and ethics are explained and applied according to professional standards in the tourism industry;
- identify and describe the key internal and external environmental variables in managerial planning;
- explain the meaning of organisation structure;
- describe the nature and content of managerial work;
- describe the planning process;
- list and describe the roles of a tourist manager at different levels of management;
- discuss the functions and tasks of a manager in a tourist establishment;
- discuss motivation and communication in terms of leadership; and
- identify important leadership qualities of tourism and food and beverage managers.

Travel and Tourism Management 1B

(TTM11B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with the industry-specific knowledge in planning and organising activities in the tourism-related industry.

OUTCOMES

Students should be able to:

- describe the importance of the holistic tourism environment;
- explain the importance of tourism entrepreneurship; and
- apply the fundamental principles of financial management, purchasing and supply function, and strategic management.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students to utilise managerial concepts, systems and functions. The focus of this module is to guide students in effective business plan preparation for a tourism business.

OUTCOMES

Students should be able to:

- apply advanced entrepreneurial concepts to identify entrepreneurial opportunities in the tourism industry;
- conduct the feasibility and viability of the identified business idea;
- discuss ethical issues related to the tourism enterprise;
- differentiate between the forms of businesses as it can be applied in the tourism industry;
- explain the role of the business plan based on the tourism-related case study;
- appreciate and describe the role and interrelatedness of the subcomponents of a business plan;
- formulate a comprehensive business plan for the tourism enterprise;
- identify and discuss a production/service plan for the tourism enterprise;
- describe the role of a tourism organisational and management plan for the tourism enterprise;
- compile and appraise a financial plan for the tourism enterprise; and
- apply the principles of a human resource plan for the tourism enterprise.

CBE.157 TOURISM AND INFORMATION TECHNOLOGY

Tourism and Information Technology 3A

(TNT33A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide an insight into Information and Communication Technologies (ICT) and its effect on global transformation and business models, with specific reference to the tourism industry. Information is the lifeblood of the industry; therefore, the effective use of ICTs is pivotal for its competitiveness and prosperity.

OUTCOMES

Students should be able to:

- evaluate the role and functions of the internet and of the electronic distribution of information in the tourism industry;
- increase awareness of technological developments and some major digital trends in the tourism industry;
- demonstrate how organisations can achieve a competitive advantage and strengthen competitiveness with the use of ICTs;
- explore how ICTs can integrate the entire industry and economy locally through the development of ICT infrastructure;
- demonstrate that tourism organisations need to develop virtual identities in order to gain significant benefits;
- explore the factors that inhibit and/or foster the use and development of ICT in the tourism industry; and
- gain practical skills with regard to a commercial Global Distribution System (GDS).

CBE.158 WAREHOUSING

Warehousing 3A

(WRH03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The student will be introduced to the elements of storage and distribution as well as the related business activities. Emphasis will be placed on integrated supply chain management and the total cost concept, thereby instilling the management principles of effectiveness and efficiency.

OUTCOMES

Students should be able to:

- explain the functions warehouses fulfil within a supply chain;
- discuss the inbound, storage, and outbound aspects of products within a warehouse;
- examine the order fulfilment process and the correlation it has with transportation;
- explain the purpose of a warehouse management system and the important functions of WMS;
- discuss the various activities in a warehouse and the important role of packaging in transportation;
- describe safety and security procedures in a warehouse; and
- examine the role of warehousing in terms of corporate and social responsibility.

Warehousing 3B

(WRH03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with advanced Excel skills, including the ability to use advanced functions and productivity tools to construct spreadsheets, manage data lists, and use the consolidate function to summarize and present results from several worksheets in a logistics framework.

OUTCOMES

Students should be able to:

- edit and manage worksheets using advanced enhancements and features based on logistics case studies;
- merge data from multiple worksheets based on logistics case studies;
- import and export data based on logistics case studies;
- create and customise worksheet and workbook templates based on logistics case studies;
- develop lists using pivot tables and pivot table charts based on logistics case studies;
- audit worksheets and workbooks based on logistics case studies; and

CBE.159 WORLD DESTINATIONS

World Destinations 3A

(WLD33A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is for students to be able to grasp the key destination aspects at local, regional, and international levels.

OUTCOMES

Students should be able to:

- describe the relationships between destinations in the developed and developing world;
- explain key geographic facets of destinations at local, regional, and international levels, with a vital focus on local destinations;
- describe the theoretical underpinnings of destination development;
- examine the impacts of tourism sectors within different contexts of the global north versus the global south; and
- employ a series of well-recognised concepts that relate to tourism, business, leisure, and recreation in order to achieve a more progressive level of understanding of the spatial processes at work.

CBE.160 WORK INTEGRATED LEARNING

Work Integrated Learning 3

(WIL3BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF Credits: 40

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this Work Integrated Learning component is to develop students who can demonstrate focused knowledge and skills in the travel and tourism environment. Typically, they will have gained experience in applying such knowledge and competency skills in a workplace context. A depth and specialisation of knowledge, together with practical skills and experience in the workplace, enable successful students to enter into the Tourism Management career paths and to apply their learning to particular employment contexts from the outset.

OUTCOMES

Students should be able to:

- demonstrate effective business operation skills;
- communicate effectively within a multi-cultural and dynamic environment, dealing with group dynamics in an interactive and participative manner to solve problems;
- explain how to manage the customer experience;
- demonstrate basic office activities and explain their interrelationship with other departments within a business unit;
- successfully operate between the various departments of a travel/tourism/hospitality business unit;
- execute practical assignments within the workplace; and
- demonstrate the necessary competencies for employment in travel/tourism/hospitality organisations.

CBE.161 WORKPLACE PREPARATION

Workplace Preparation

(WPP1YR1)

YEAR/SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to orientate and prepare students for both higher and lifelong learning by developing a basic understanding of the soft skills required in Operations Management in the workplace. In particular, the module is designed to provide students with the skills required for successful university study, as well as provide an understanding of the ethics and values underpinning business practice, and enable them to develop the self-management, interpersonal, and leadership skills required in the workplace.

OUTCOMES

On completion of the Workplace Preparation module, Students should be able to:

- demonstrate the use of effective, individualised study habits and apply relevant study techniques, i.e. appropriate note-taking, reading, and exam-taking skills to their academic work;
- apply the principles of time management to their own personal situation;
- understand and apply the principles of stress management;

- understand and apply the principles and models of personal change management;
- understand and explain a variety of personal and interpersonal skills;
- manage their personal finances effectively;
- explain values and principles and their importance; and
- understand and apply the principles of goal-setting.

SECTION F: SERVICE MODULES OFFERED BY CBE FOR EXTENDED DIPLOMAS AND DIPLOMA PROGRAMMES

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF SERVICE MODULES OFFERED BY THE COLLEGE OF BUSINESS AND ECONOMICS FOR DIPLOMA PROGRAMMES IN OTHER FACULTIES

CBE.162 ENTREPRENEURIAL SKILLS

Entrepreneurial Skills

(CETESA3)

SEMESTER MODULE

NQF LEVEL: 6

NQF Credits: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is interdisciplinary in nature and aims to equip students with an entrepreneurial mindset and a thorough understanding of the entrepreneurial process. To enhance the chances of the non-business student to successfully launch and grow his or her own venture. Students will be taught to think conceptually and critically about the role of the individual in developing entrepreneurial practices in various occupational contexts.

OUTCOMES

Students should be able to:

- know the characteristics of the entrepreneurial personality;
- appreciate the economic significance of entrepreneurs and small firms;
- know the importance of innovation and creativity;
- understand the different forms/aspects of entrepreneurship;
- know how to lead a small business; and
- appreciate the importance of running a business ethically.

CBE.163 FINANCIAL PRINCIPLES IN PRODUCTION

Financial Principles in Production 1A

(FPO0AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to cover the basic concepts of costing, the recording of the elements of cost of production.

OUTCOMES

Students should be able to:

- describe and discuss the basic concepts in costing;
- identify and explain the different terms and concepts with respect to inventory-holding;
- administer different inventory systems comprehensively;
- examine the different terms and concepts critically with respect to labour;
- identify, explain, and calculate the different terms and concepts with respect to overheads; and
- identify, explain, and calculate cost-volume-profit analysis.

Financial Principles in Production 1B

(FPO0BB1)

SEMESTER MODULE**NQF LEVEL: 5****NQF CREDITS: 15****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to cover the basic concepts of costing, the recording of the elements of cost of production.

OUTCOMES

Students should be able to:

- describe, explain and apply job and process costing as a costing method;
- explain and prepare the individual sections of manufacturing cost statements; and
- explain and analyse budgetary information flow and prepare functional budgets.

CBE.164 PROFESSIONAL DESIGN PRACTICE**Professional Design Practice**

(IDDP1A2)

SEMESTER MODULE**NQF LEVEL: 6****NQF CREDITS: 8****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to increase exposure and allow for integrated understanding and appreciation of the business and entrepreneurship opportunities available to students in all disciplines. In essence, this module builds on the foundations of business venturing – a fundamentally different activity from business management. Its scope includes, but is not limited to, an ability to detect and exploit opportunities, plan in greater detail and project further into the future, a greater bias towards creativity, multi-disciplinary and process-oriented approaches, the enhancement of entrepreneurial behaviours, and the fostering of self-reliance and independence.

OUTCOMES

Students should be able to:

- understand the family business;
- understand a franchise;
- understand some processes in business buyout;
- understand growth strategies and options;
- understand business failures and turnaround measures, and harvesting and ventures;
- understand E-commerce opportunities; and
- understand corporate entrepreneurship.

CBE.165 SPORTS MANAGEMENT**Sports Management 2A**

(STM2AA2)

SEMESTER MODULE**NQF LEVEL: 5****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to transfer knowledge and skills in aspects of personnel administration at the workplace. Students will be exposed to the knowledge and skills relating to employee behaviour, staffing and managing employee performance. The learner can strategically plan the human resources needed in the organisation and the relationship thereof to organisational strategic plans. The learner will understand the different approaches to Human Resource Management and how the systems approach is applied in Human Resource Management. The learner will be able to analyse and design jobs. He will also be able to do workforce planning, recruitment and selection for any organisation.

OUTCOMES

Students should be able to:

- design and evaluate a training course;
- describe various major uses of job analysis;
- distinguish between various recruitment methods;
- illustrate the steps in the selection process; and
- explain performance evaluation methods.

CBE.166 SYSTEM ANALYSIS AND DESIGN

System Analysis And Design 1A

(SAD01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to be able to identify opportunities for and utilise the computer as a business tool, as well as describe common elements of information systems and the movement of data through the system.

OUTCOMES

Students should be able to:

- describe the basic elements of a computer system;
- explain computer applications commonly found in the business environment;
- describe the movement of data through typical commercial systems; and
- identify opportunities to use the computer as a business tool.

System Analysis And Design 1B

(SAD01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide fundamental knowledge of the areas covered for those working in or entering the workplace in the area of Systems Development.

OUTCOMES

Students should be able to:

- describe information systems analysis; and
- explain different systems analysis techniques used in the industry.

SECTION G: SERVICES MODULES OFFERED BY OTHER FACULTIES FOR EXTENDED DIPLOMAS IN DIPLOMA PROGRAMMES

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF SERVICE MODULES OFFERED BY OTHER FACULTIES FOR EXTENDED DIPLOMAS AND DIPLOMA PROGRAMMES IN THE COLLEGE OF BUSINESS AND ECONOMICS

CBE.167 ACTIVE CITIZENSHIP

Active Citizenship 1A

(ACS1AA1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to make students aware of the importance of citizenship, specifically active citizenship in a democracy, and its impact on their own lives and on the lives of others. The keyword here is AWARENESS. While Humanities has departments and modules that already touch on aspects of citizenship relative to their module content, for example, Politics, Public Governance, Communications, Philosophy, Sociology, etc., there is no module currently that is dedicated wholly to active citizenship.

A module in active citizenship would aim to help the students to understand both their own identity and the nature of society and, most importantly, how to manage the complex relationship of rights and responsibilities that exist between the two" (Ross, 2008: 492).

OUTCOMES

Upon completion of this module, students should be able to:

- use and apply citizenship knowledge, understanding, and their own participative experiences in order to communicate and articulate different views, ideas, and perspectives;
- recognise that HIV and AIDS constitute a very real and major challenge to citizenship and democracy globally, but most especially in South Africa, and acknowledge the resulting impact of this threat on all aspects of South African society;
- advocate, negotiate, plan, make decisions, and take action on citizen issues in the wider community;
- carry out research and in-depth investigations of citizenship issues, problems, and events, using different primary and secondary sources;
- appreciate the complex and dynamic nature of identity and how it is informed by varying understandings of what it means to be a citizen of South Africa and the world;
- discuss the relationship between citizenship and national identity; and
- acknowledge the diversity of society and opinion while exploring the common or shared values within the South African society. This can be taken further to recognise commonalities within the region, Africa, and the wider world.

CBE.168 APPLIED BUSINESS LITERACY

Applied Business Literacy 1A

(ABL1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to enable students to acquire a variety of business communication skills related to different contexts, and to apply these skills appropriately in different contexts (academic and industry-related).

OUTCOMES

Students should be able to apply:

- use the appropriate form of English when communicating;
- engage in Academic research and writing skills;
- demonstrate knowledge of communication theory and apply this to everyday and work contexts;
- identify typical problems that could arise in the communication process, specifically, the use of language and meaning, and demonstrate skills to overcome them;
- build and maintain healthy and effective interpersonal relationships;
- develop strategies for improving your nonverbal communication skills and explain some of the reasons why people can perceive things differently;
- discuss reasons why listening is important in our lives, especially so in the tourism and hospitality industry;
- explain the importance of interpersonal relationships;
- use persuasive writing and advertising skills for business success; and
- manage specific contexts for communication, including giving presentations.

Applied Business Literacy 1B

(ABL1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to enable students to acquire a variety of business communication skills related to different contexts, and to apply these skills appropriately in different contexts (academic and industry-related).

OUTCOMES

Students should be able to apply:

- use the appropriate form of English when communicating;
- engage in Academic research and writing skills;
- demonstrate knowledge of communication theory and apply this to everyday and work contexts;
- identify typical problems that could arise in the communication process, specifically, the use of language and meaning, and demonstrate skills to overcome them;
- build and maintain healthy and effective interpersonal relationships;
- develop strategies for improving your nonverbal communication skills and explain some of the reasons why people can perceive things differently;
- discuss reasons why listening is important in our lives, especially so in the tourism and hospitality industry;
- explain the importance of interpersonal relationships;
- use persuasive writing and advertising skills for business success; and
- manage specific contexts for communication, including giving presentations.

CBE.169 BUSINESS AND ADMINISTRATIVE COMMUNICATION

Business and Administrative Communication 1A

(BBA1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to acquire reading and writing skills related to different contexts; to apply reading and writing skills appropriately in different contexts.

OUTCOMES

Students should be able to:

- communicate opinion effectively;
- summarise newspaper reports; and
- write effective business correspondence (letters, memoranda, paragraphs, summaries, e-mails and faxes).

Business and Administrative Communication 1B

(BBA1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to:

- know the communication process, and be able to communicate effectively with other people in different social contexts;
- reflect and apply interpersonal communication skills;
- demonstrate effective public speaking skills through oral presentation;
- reflect on the importance of sensitivity in multi-cultural contexts and consciously use that knowledge in interpersonal communication; and
- gain knowledge of meeting procedures, types of meetings and documents associated with meetings.

OUTCOMES

Students should be able to:

- know the communication process and apply the terminology in a given context;
- distinguish between the different ego states as stipulated in Transactional Analysis and identify them in given case studies;
- demonstrate an understanding of sensitivity towards other cultures and embrace cultural diversity;
- use knowledge of verbal, non-verbal, interpersonal and multi-cultural communication to present a short speech on a given topic;
- write an agenda, notice and minutes of meetings; and
- know procedures and types of meetings.

CBE.170 BUSINESS LAW

Business Law 1A

(BUS41A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to acquire a basic knowledge and reflective understanding of the prescribed substantive law. Students will be introduced to the basic requirements for a valid contract and the consequences of contracts.

OUTCOMES

Students should be able to:

- identify and explain the sources of South African Law;
- briefly define the law relating to contracts and basic concepts used;
- explain the requirement of serious intention to conclude a contract;
- explain and demonstrate consensus (meeting of the minds) and how it comes about;
- explain and apply the factors that may influence consensus, and to consider whether each of them renders the contract either void or voidable;
- explain and apply the meaning of contractual capacity and the contractual capacities of different categories of persons;
- explain the term "legality" and to consider the effect of illegality on a contract;

- identify and illustrate the different formalities that can be required for a contract to come into existence;
- explain the possibility of certain or ascertainable performance under the contract as a requirement for a valid contract, and to consider the effects of initial and supervening impossibility of performance on a contract;
- demonstrate the consequences of valid, void and voidable contracts;
- identify the different parties who may be party to, or involved in, a contract;
- identify and explain the different terms that makes up a contract;
- define and explain the principles relating to breach of contract and the different forms it can take;
- identify and explain the correct remedies for the different kinds of breach of contract;
- identify and explain the different ways in which a contract can come to an end; and
- explain and apply in the actual interpretation of a law, the theory, rules and principles of interpretation theory.

Business Law 1B
SEMESTER MODULE
NQF LEVEL: 5

(BUL41B1)

NQF CREDITS: 15

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to acquire a basic knowledge and reflective understanding of the prescribed substantive law. Students will be competent to discuss basic principles of different categories of specific contracts.

OUTCOMES

Students should be able to:

- understand the law pertaining to contracts of sale;
- identify, apply and discuss the salient provisions of applicable legislation (i.e. the National Credit ACT (NCA) 34 of 2005) and to familiarise the student with the concept of buying or leasing goods and services on credit;
- understand the concept of using and enjoying property while the ownership of it lies elsewhere;
- explain the concept of insurance and to explain the basic principles relevant thereto;
- identify and explain the ways in which a creditor can secure the debt owed by a debtor;
- identify and explain the ways in which to obtain credit, pay debts and promise to pay debts, other than in cash; and
- explain the applicable legal rules if a debtor is wound-up/the estate of a debtor is sequestrated.

CBE.171 COMMUNICATION

Communication 1A
SEMESTER MODULE
NQF LEVEL: 5

(ATK1AA1)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to acquire reading and writing skills related to different contexts; to apply reading and writing skills appropriately in different contexts.

OUTCOMES

Students should be able to:

- communicate opinion effectively;
- summarise newspaper reports; and
- write effective business correspondence (letters, memoranda, paragraphs, summaries, e-mails and faxes).

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to:

- know the communication process, and be able to communicate effectively with other people in different social contexts;
- reflect and apply interpersonal communication skills;
- demonstrate effective public speaking skills through oral presentation;
- reflect on the importance of sensitivity in multi-cultural contexts and consciously use that knowledge in interpersonal communication; and
- gain knowledge of meeting procedures, types of meetings and documents associated with meetings.

OUTCOMES

Students should be able to:

- know the communication process and apply the terminology in a given context;
- distinguish between the different ego states as stipulated in Transactional Analysis and identify them in given case studies;
- demonstrate knowledge and understanding of sensitivity towards other cultures and embrace cultural diversity;
- use knowledge of verbal, non-verbal, interpersonal and multi-cultural communication to present a short speech on a given topic;
- write an agenda, notice and minutes of meetings; and
- know procedures and types of meetings.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to prepare students for the social and business relationships in the world of work.

OUTCOMES

Students should be able to:

- demonstrate a comprehensive understanding of the theory and process of communication;
- write a cohesive summary of a given text;
- analyse transactions between people in an interpersonal communication setting;
- use the Johari Window to establish one's own shortcomings in the work environment;
- interpret the meaning on non-verbal cues in a variety of contexts;
- write well-structured, coherent paragraphs;
- demonstrate knowledge of communication within the organisation;
- show evidence of cultural sensitivity in a variety of settings;
- write a formal memorandum;
- write an investigative report, working as a team;
- write different business letters using the appropriate style, tone and register;
- to write up the necessary documents used in a meeting; and
- deliver an effective oral presentation.

CBE.172 ENGLISH

English 1A

(PME1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to acquire reading and writing skills related to different contexts; to apply reading and writing skills appropriately in different contexts.

OUTCOMES

Students should be able to:

- communicate opinion effectively;
- summarise newspaper reports; and
- write effective business correspondence (letters, memoranda, paragraphs, summaries, e-mails and faxes).

English 1B

(PME1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to:

- know the communication process, and be able to communicate effectively with other people in different social contexts;
- reflect and apply interpersonal communication skills;
- demonstrate effective public speaking skills through oral presentation;
- reflect on the importance of sensitivity in multi-cultural contexts and consciously use that knowledge in interpersonal communication; and
- gain knowledge of meeting procedures, types of meetings and documents associated with meetings.

OUTCOMES

Students should be able to:

- know the communication process and apply the terminology in a given context;
- distinguish between the different ego states as stipulated in Transactional Analysis and identify them in given case studies;
- demonstrate knowledge and understanding of sensitivity towards other cultures and embrace cultural diversity;
- use knowledge of verbal, non-verbal, interpersonal and multi-cultural communication to present a short speech on a given topic;
- write an agenda, notice and minutes of meetings; and
- know procedures and types of meetings.

English 1C

(ENG0CA1 / ENG0CA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to introduce students to the conventions and disciplines of academic writing, and to develop their reading, writing and thinking skills.

OUTCOMES

Students should be able to:

- write a paragraph;
- summarise and paraphrase; and
- write academically.

English 1D

(ENG0DB1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

Purpose:

To introduce students to the conventions of academic argument, text-based research, and the analysis of source material and to support the further development and strengthening of their critical reading, writing and thinking skills.

Outcomes

Students should be able to:

- plan an academic argument essay;
- write an academic argument essay; and
- engage critically with academically suitable texts.

English (Marketing Module) A

(RMM1AA1/RET1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to:

- collect, analyse, organise, and critically evaluate information, fundamental to the process of growing language capability across language applications and fields of study;
- identify and solve problems: using context to decode and make meaning individually and in groups in oral, reading and written activities;
- differentiate and apply language usage in business and academic contexts; and
- to apply reading and writing skills appropriately to different contexts.

OUTCOMES

Students should be able to:

- use modes of grammar correctly;
- analyse and respond to texts produced for a range of purposes, audiences and contexts;
- identify and critically explore textual features and language usage in texts;
- communicate own opinion effectively;
- summarise a newspaper report; and
- write a paragraph with correct structure and grammar.

English (Marketing Module)

(RMM1BB1/RET1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to:

- collect, analyse, organise and critically evaluate information, fundamental to the process of growing language capability across language applications and fields of study;
- identify and solve problems: using context to decode and make meaning individually and in groups in oral, reading and written activities;
- differentiate and apply language usage in business and academic contexts; and
- to apply reading and writing skills appropriately to different contexts.

OUTCOMES

Students should be able to:

- use modes of grammar correctly;
- analyse and respond to texts produced for a range of purposes, audiences and contexts;
- identify and critically explore textual features and language usage in texts;
- communicate own opinion effectively;
- summarise a newspaper report; and
- write a paragraph with correct structure and grammar.

CBE.173 LABOUR LAW

Labour Law 1A

(LLA41A1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE:

The purpose of this module is to identify, understand and solve basic labour law disputes, which may arise within the South African context and in the context of the students' broader qualification.

OUTCOMES:

Students should be able to:

- discuss basic principles of labour law and identify and solve basic labour law disputes;
- identify the various sources of labour law;
- differentiate between individual and collective labour law;
- clarify the role of the common law and the individual employment contract in the regulation of the employment relationship;
- discuss the salient provisions of the Basic Conditions of Employment Act 75 of 1997 and identify the statutory conditions of employment;
- discuss the salient provisions of the Employment Equity Act 55 of 1998 and illustrate the impact of the Employment Equity Act on employees;
- discuss and apply the principle of collective bargaining as well as the regulation of collective labour law in South Africa; and
- identify and resolve dismissal and unfair labour practice disputes.

Labour Law 1B

(LLA41B1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE:

The purpose of this module is to gain insight into substantive and procedural law as contained in the relevant sources of South African labour law. The student will also be conversant with the necessary labour law dispute resolution mechanisms.

OUTCOMES:

- students should be able to:
- understand the background and history of South African labour law;
- display a critical understanding of relevant social insurance legislation;
- critically evaluate the impact of a transfer of undertaking on the employment relationship; and
- identify and understand appropriate dispute resolution mechanisms in labour law matters.

CBE.174 LABOUR RELATIONS AND LAW**Labour Relations and Law 3A****(LRL03A3)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE:**

The purpose of this module is to gain insight into substantive and procedural law as contained in the relevant sources of South African labour law. The student will also be conversant with the necessary labour law dispute resolution mechanisms.

OUTCOMES:

Students should be able to:

- discuss basic principles of labour law and identify and solve basic labour law disputes;
- identify the various sources of labour law;
- differentiate between individual and collective labour law;
- clarify the role of the common law and the individual employment contract in the regulation of the employment relationship;
- discuss the salient provisions of the Basic Conditions of Employment Act 75 of 1997 and identify the statutory conditions of employment;
- discuss the salient provisions of the Employment Equity Act 55 of 1998 and illustrate the impact of the Employment Equity Act on employees;
- discuss and apply the principle of collective bargaining as well as the regulation of collective labour law in South Africa; and
- identify and resolve dismissal and unfair labour practice disputes.

Labour Relations and Law 3B**(LRL03B3)****NQF LEVEL: 6****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to develop people who will be able to manage, resolve and help prevent labour disputes. To equip learners to understand and develop the ability to apply the underlying principles of the Labour Relations sector and associated Human Resource Development legislation. Also equip learners to become effective employees, employers and/or self-employed members of society. Improve the Labour Relations skills of employees in the sector and enable the learner to assist within his/her community with labour-related issues and thereby ensure social and economic transformation. This module will ensure the development of competence in the Labour Relations field and integrate labour legislative policies with the best Human Resource practices.

OUTCOMES

Students should be able to:

- facilitate fair and just labour relations in an organisation;
- manage and resolve labour disputes;
- initiate actions that could prevent labour disputes;
- implement management practices; and
- consider and apply relevant legislation and Jurisprudence.

CBE.175 MATHEMATICS: FINANCE AND BUSINESS

Mathematics for Finance and Business 1A

(MATDCA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to give students a proper foundation in important Mathematical skills needed to pursue studies in Accounting, Business, Finance and Economics. Students are taught various topics in fundamental Algebra, Graphs, Financial Mathematics, Statistics and Calculus with direct applications in the relevant fields.

OUTCOMES

Students should be able to:

- accurately perform basic calculations in algebra;
- correctly apply the algebraic techniques learned to problem solving;
- apply consistently the features of a straight line to selected problems;
- solve and discuss economic and financial-based problems by means of graphs, lines, functions and inequalities;
- apply methodically non-linear functions to selected areas in the economic sciences;
- calculate and apply exponential and logarithmic functions to selected problems;
- apply concepts of percentage, rates and ratio;
- logically reason problems using the skills that they have learned; and
- reproduce formulas and apply techniques in order to solve economic and financial science-related problems.

Mathematics for Finance and Business 1B

(MATDCB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to teach students more intermediate Mathematical skills needed to pursue studies in Accounting, Business, Finance and Economics. Students are taught various topics in fundamental Algebra, Graphs, Financial Mathematics, Statistics and Calculus with direct applications in the relevant fields.

OUTCOMES

Students should be able to:

- accurately perform time value of money calculations;
- correctly apply the time value of money to problem solving;
- solve methodically, simultaneous equations, and apply them to selected problems in the economic sciences;
- determine by means of linear programming solutions to constrained problems;
- perform and interpret descriptive statistics calculations;
- determine and discuss probability-related problems;
- apply the rules of differentiation logically to selected areas in the financial and economic sciences;
- logically reason problems using the skills that they have learned; and
- reproduce formulas and apply techniques in order to solve economic and financial science-related problems.

CBE.176 OPERATIONS MANAGEMENT

Operations Management 1B

(OPM11B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce first-year students to the science of operations management.

OUTCOMES

Students should be able to:

- appreciate the strategic and operational implications of location selection;
- develop an economic layout that will meet the firm's competitive requirements;
- appreciate the essential characteristics of the supply chain in OM;
- appreciate the role of investment in inventory in the execution of a business strategy;
- recognise MRP as a dependent inventory management technique;
- grasp the philosophy of Just-In-Time (JIT) as a factor in pursuing a competitive advantage; and
- appreciate the necessity for maintenance to ensure the reliability of production systems.

CBE.177 QUANTITATIVE TECHNIQUES

Quantitative Techniques A

(STAQ1A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students majoring in Management and other fields of business administration with knowledge to equip them with the mathematical knowledge base and many applications of descriptive and inferential statistics. Statistics is the science that processes and analyses data in order to provide managers with useful information to aid in decision-making. This module is not only relevant to the students present academic programme; it is also relevant to the future personal and professional life of the student.

OUTCOMES

Students should be able to:

- explain and perform various calculations involving relevant mathematical concepts;
- collect, summarise and perform calculations based on data; and
- calculation and interpretation of index numbers.

Quantitative Techniques B

(STAQ1B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students majoring in Management and other fields of business administration with knowledge to equip them with the mathematical knowledge base and many applications of descriptive and inferential statistics. Statistics is the science that processes and analyses data in order to provide managers with useful information to aid in decision-making. This module is not only relevant to the students present academic program; it is also relevant to the future personal and professional life of the student.

OUTCOMES

Students should be able to:

- explain, calculate and interpret linear regression and correlation analysis;
- apply linear models to analyse and project time series;
- describe and perform calculations involving probabilities and probability distributions; and
- compute and interpret estimates and carry out hypothesis testing.

CBE.178 TRANSPORT OPERATIONS MANAGEMENT

Transport Operations Management 3A

(TOM03A3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to introduce first-year students to the field of transport operations encompassing road transport legislation, decision-making pertaining to insourcing versus outsourcing, cross-border operations, safety, security and risks involved in operations. Students will be introduced to the importance of technology in transport operations.

OUTCOMES

Students should be able to:

- identify and explain the relevant legislation pertaining to road transport operations; determine insourcing and outsourcing decisions regarding transport operations;
- explain the role and functions of agencies involved in cross-border operations;
- assess the challenges of freight and passenger traffic in cross-border operations;
- assess the safety, security and risks in operations; and
- identify and appraise the importance of technology in transport operations.

Transport Operations Management 3B

(TOM03B3)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to acquaint the student with the knowledge and techniques involved in transport operations management and service level agreements. The student will also be introduced to the role of logistics service providers in distribution management and logistics channels and network design, focusing on the role of transportation operations.

OUTCOMES

Students should be able to:

- describe the role and importance of transport operations management and associated ethical practices;
- explain the determination, significance and content of service level agreements;
- discuss the meaning and importance of logistics service providers (LSPs) in distribution management; and
- explain the concepts of logistics channels and appropriate network design strategies.

SECTION H: ADVANCED DIPLOMAS OFFERED BY CBE

CALCULATION CRITERIA, PURPOSE, AND OUTCOMES OF MODULES OFFERED IN THE COLLEGE OF BUSINESS AND ECONOMICS FOR ADVANCED DIPLOMAS

CBE.179 ACCOUNTING

Accounting

(ADIA001)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 30

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to apply the basic concepts of discounted cash flow models in a property valuation and management environment.

OUTCOMES

Students should be able to:

- discuss the accounting treatment of integrated and advanced practical case studies, as well as present and disclose integrated accounting transactions in the statement of comprehensive income, statement of changes in equity and statement of financial position in accordance with International Financial Reporting Standards and/or Interpretations; and
- present and disclose integrated accounting transactions in the consolidated statement of comprehensive income, statement of changes in equity and the statement of financial position for the different investment types.

CBE.180 ACCOUNTING AND FINANCE FOR MANAGEMENT

Accounting and Finance for Management A

(AFM7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce financial accounting principles and concepts at a level consistent with non-accounting students. In this module, the students will be taught the basic principles of accounting, the recording of accounting transactions, the reporting of accounting performance and accounting position, and the analysis and interpretation of financial statements. This module helps students to understand the process flow relating to assets, liabilities, equity, income, and expenses, and the financial reporting relating to these processes. Students will be introduced to company financial statements, basic calculations, and the recording of value-added tax (VAT) transactions.

OUTCOMES

Students should be able to:

- explain the nature and roles of financial accounting, management accounting, and financial management and identify the main users of financial accounting and their needs;
- define and apply the basic accounting principles, identify and classify financial transactions according to the key elements of financial statements and prepare a basic statement of financial position;
- identify and classify financial transactions according to the key elements of financial statements and prepare a basic statement of comprehensive income;
- identify and record transactions relating to the payment of salaries and wages, and the recording and payment of PAYE;
- explain the purpose and functioning of value-added tax (VAT), identify vatable transactions, calculate and record transactions which include VAT, and calculate and record the VAT payable or refundable;
- identify and record transactions relating to the issuing of shares and the payment of dividends, and prepare a basic statement of changes in equity for a business;

- explain the importance of cash flows to a business and prepare a basic statement of cash flows for a business; and
- identify the major categories of ratios that can be used to analyse the financial performance and position of a business, be able to calculate key financial ratios and explain the significance of the ratios calculated.

Accounting and Finance for Management B
SEMESTER MODULE
NQF LEVEL: 7

(AFM7XB1)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce management accounting and finance principles and concepts at a level consistent with non-accounting students. In this module, students will be taught the basic principles of cost and management accounting, the use of different capital budgeting techniques, the preparation of a manufacturing cost statement as well as cash budgets, the use of cost-volume-profit analysis and calculations relating to capital investment and financing decisions, and the calculation and interpretation of working capital ratios.

OUTCOMES

Students should be able to:

- identify the relevance of costs when making management decisions, distinguish between different types of costs, and understand the impact of these differences on risk management and short-term and long-term management decisions;
- define and understand the different terms and concepts used in relation to inventory, be able to classify inventory according to these criteria, and record basic inventory transactions in various management reports;
- identify and record transactions relating to the payment of wages, and the recording of wage deductions and other labour expenses;
- correctly classify overheads, calculate the fixed and variable components and understand the concepts and principles of standard costing and variance analysis;
- understand the cost flows in a manufacturing concern and be able to prepare a manufacturing cost statement;
- explain the relationship between costs, volume of production and profit, calculate the break-even point for a product, and explain the implications of this for management planning and decision-making;
- identify the purpose of budgeting, explain the budgeting process, prepare a basic cash budget, and show how flexible budgeting can be used by management to control dimensions of the business and optimise profit;
- explain the importance of capital investment decisions and the use of various decision-making tools to optimise investment decisions;
- explain the main sources of finance available to a business, and the advantages and disadvantages of each source of financing; and
- identify the elements of working capital and the relevance of working capital ratios as a management tool.

CBE.181 ADVANCED BUSINESS ANALYSIS

Advanced Business Analysis
SEMESTER MODULE
NQF LEVEL: 7

(ABA11A1)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to develop confident, competent, multi-skilled professional Business Analysts, who are capable of reducing organisational risk and increasing organisational value from the deployment of technology-based solutions. Modern thinking now splits the analysis function, and as a result, the traditional role of the Systems Analyst has evolved into two distinct new roles: that of the Business Analyst, who often reports into the business, and the Solution or Application Architect, who is an IT specialist. The main focus of the BA is to elicit and document requirements for new business solutions that usually have a technology base.

The core body of knowledge is defined in the emerging BABOK™ (Business Analysis Body of Knowledge), which is defined by the IIBA® (International Institute of Business Analysis).

The module does not teach a specific dogma and methodology. It intends to develop thinking, confident Business Analysts with a strong grounding in selected, representative tools and techniques and an awareness of different project and software lifecycles.

OUTCOMES

Students who successfully complete this module will be able to:

- understand the multi-skilled role and responsibilities of the modern professional Business Analyst;
- deliver presentations, run workshops and JAD sessions, and conduct interviews;
- have a strong problem-solving focus, and be able to think strategically about IT solutions;
- gather and document functional, informational, and non-functional requirements;
- understand and be able to produce common BA artefacts, including business cases and functional specifications; and
- model processes, data, organisation, and interfaces using strong modelling skills.

CBE.182 ADVANCED DATABASE

Advanced Database

(ADB11A1)

SEMESTER MODULE

NEW NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to cover advanced aspects of database management systems, including advanced normalisation and denormalisation, query optimisation, object-oriented and object-relational databases, data warehousing, data mining, distributed databases, XML, XSL, and databases for web applications. There is extensive coverage of Structured Query Language (SQL) and database instance tuning. Students learn about the advanced object-relational features in DBMS such as Oracle, including navigational query, BLOBs and abstract data types.

OUTCOMES

Students should be able to:

- gain a good understanding of relational data model in terms of data structure, data integrity, and data manipulation;
- create and understand conceptual database models utilising entity-relationship modelling;
- design data structures that will limit redundancy and enforce data integrity while conforming to organisational requirements, utilising normalisation methodology;
- understand the theory behind the relational data model as it applies to interactions with current database management systems;
- read and interpret a given data model to query the database and transform the data into information using Structured Query Language;
- implement a data model in a current relational database management system; and
- create reports, based on transactional data, including elements such as data groupings and summary values.

CBE.183 ADVANCED PROGRAMMING

Advanced Programming

(APM11A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to present an advanced view of computer programming, mainly using C++. The use of current operating systems (e.g. Linux and Unix) and compilers (e.g. GCC) will also be presented. Object-oriented programming will also be discussed in detail. Object-oriented programming is quite different from functional or procedural programming, and it is difficult to learn on your own. The differences and similarities between Java and C++ will also be discussed. Hands-on programming will be a key part of the module. The goal of this module is to introduce and study key concepts related to computer programming for scientific and engineering applications.

OUTCOMES

Students should be able to:

- apply and develop object-oriented code;
- develop software for a variety of architectures (e.g. Windows, Unix, and Linux);
- choose an appropriate computer language (e.g. C++, Java, Ada) for a given project;
- demonstrate basic knowledge of parallel programming concepts (e.g. MPI, Open MP, threads, etc.); and
- demonstrate basic knowledge of software engineering concepts.

CBE.184 APPLICATION OF CORPORATE EVENTS

Application of Corporate Events

FULLY ONLINE CAROUSEL MODULES (ACE1CP1/ACE2CP1)

SEMESTER MODULE (A3FCE7X)

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA FOR (ACE1CP1/ACE2CP1)

Subject Type: CE

CALCULATION CRITERIA FOR (A3FCE7X)

Subject Type: SH

PURPOSE

The purpose of this module is to provide students with a clear understanding of corporate events and the implications thereof, as well as a practical understanding of corporate events and how they are used within the financial market environment.

OUTCOMES

Students should be able to:

- explain the definitions of corporate actions, various event types and the timelines involved;
- evaluate the general principles of corporate actions and the application thereof;
- advise clients on best practice with regard to the selection of financial market corporate events; and
- record and process financial market corporate events (per client instructions on market default, but to firm/client mandate on instruction).

CBE.185 APPLIED FINANCIAL MATHEMATICS

Applied Financial Mathematics

(AFM1CP1)

FULLY ONLINE

NQF LEVEL: 7

NQF CREDITS: 10

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to develop students' financial mathematics skills, which are required in the other modules related to finance, to ensure students can cope with the mathematical calculations that are covered in other modules.

OUTCOMES

Students should be able to:

- understand and apply formulas in the context of finance;
- interpret and solve financial-related problems; and

- perform calculations by applying mathematical principles.

Additional note: The College allows students to write an assessment of skills exam for this module. On passing the assessment of skills exam, the student would have proved that (s)he has the required expertise for Applied Financial Math and will therefore be granted a credit for the module.

If a student wishes to write the assessment skills exam (s)he needs to register for the module and will be debited for the relevant fees. On passing the assessment of skills exam, the student will be granted a credit for the module and will be credited with the relevant fee for the module. If a student fails, the assessment of skills exam (s)he will remain registered for the module and will not be refunded the fee for the module.

Applied Financial Mathematics

NQF LEVEL: 7

(A3FAF7X)

NQF CREDITS: 10

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to develop students' financial mathematics skills, which are required in the other modules related to finance, to ensure students can cope with the mathematical calculations that are covered in other modules.

OUTCOMES

Students should be able to:

- understand and apply formulas in the context of finance;
- interpret and solve financial-related problems; and
- perform calculations by applying mathematical principles.

Additional note: The College allows students to write an assessment of the Skills exam for this module. On passing the assessment of the Skills examination, the student would have proved that (s)he has the required expertise for Applied Financial Mathematics and will be granted a credit for the module.

If a student wishes to write the assessment of Skills exam (s)he needs to register for the module and will be debited for the relevant fees. On passing the assessment of skills examination, the student will be granted a credit for the module and will be credited with the relevant fee for the module. If a student fails, the assessment of skills exam (s)he will remain registered for the module and will not be refunded the fee for the module.

CBE.186 APPLIED LOGISTICS PROCESSES AND PRACTICES

Applied Logistics Processes and Practices

SEMESTER MODULE (ALP01B1)

FULLY ONLINE (ALP1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to enable students to integrate theory in a practical application in a simulated logistics environment.

OUTCOMES

Students should be able to:

- take appropriate decisions to the benefit of the logistics company/organisation; and
- apply theoretical knowledge in order to run an effective logistics business.

CALCULATION CRITERIA**Subject Type: CE****PURPOSE**

The purpose of this module is to focus on deepening the students understanding of the marketing research process and presenting sound marketing research principles and methods to the student. Students should develop intellectual competencies and practical skills in the range of decisions relating to the marketing research process and be able to define a market research problem within a specific scenario.

OUTCOMES

Students should be able to:

- describe marketing research and distinguish between problem identification and problem-solving research;
- write a research proposal by applying the knowledge related to marketing research proposals;
- understand the importance of and the process used for defining the marketing research problem;
- apply the basic research design principles and concepts;
- describe the nature and scope of secondary data;
- classify the concept Descriptive Research Design: Survey and observation used by marketing researchers; and
- explain the concept of causality as it applies to marketing research.

Applied Marketing Research B**(APP7XB1)****SEMESTER MODULE****NQF LEVEL: 7****NQF CREDITS: 16****CALCULATION CRITERIA****Subject Type: CE****PURPOSE**

The purpose of this module is to focus on guiding the students through the marketing research process and allow them to apply sound marketing research practices and methods. Students should illustrate intellectual competencies and practical skills in the range of decisions relating to the marketing research process and be able to conduct a marketing research project.

OUTCOMES

Students should be able to:

- explain, illustrate, and discuss the key concepts, processes, and principles required in the implementation of a marketing research task;
- comment on the importance of research for all organisations in their marketing activities and show how organisations use marketing research in their marketing activities;
- collect, analyse, organise and critically evaluate secondary research information using the internet, academic journals and other information sources;
- critically evaluate an existing questionnaire and design their own questionnaire to achieve specific research objectives;
- choose an appropriate survey and sampling method for a survey, interpret research findings; and
- develop a marketing research plan within a given situation.

CBE.188 APPLIED RESEARCH FOR RETAILING

Applied Research for Retailing

(ARR7X00)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 32

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to develop students' competencies in the theories and principles of the research process to assist retailers in solving research problems. Students practically apply the research process in a retailing context.

OUTCOMES

Students should be able to:

- evaluate the role research plays in the retailing environment;
- distinguish between preliminary and formal research;
- assess the various research designs available and motivate how research designs are used to answer specific research questions;
- distinguish between the collection and analysis of quantitative, qualitative, and mixed methods research; and
- apply the research process within a retail context.

CBE.189 APPLIED TRANSPORT PROCESSES AND PRACTICES

Applied Transport Processes and Practices

SEMESTER MODULE (ATP01B1)

FULLY ONLINE MODULE (ATP1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to enable students to integrate theory into practical applications through a simulated transport environment.

OUTCOMES

Students should be able to:

- take appropriate decisions to the benefit of the transport company/organisation; and
- apply theoretical knowledge to run an effective transport business.

CBE.190 AUDITING

Auditing

(ADIA003)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 30

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to provide the students a strong and academically sound understanding of governance and control of organisations. The student should, after completing the module, be competent in understanding the relevant governance and control principles and apply them to given practical scenarios.

OUTCOMES

Students should be able to:

- discuss the governance of companies in integrated and advanced practical case studies; and
- discuss the controls within companies in integrated and advanced practical case studies.

CBE.191 BUILDING CONSTRUCTION

Building Construction

(BUC7XE1)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to cover the basic concepts of building construction. Furthermore, the module relates knowledge of building construction to property valuation in a real estate environment.

OUTCOMES

Students should be able to:

- differentiate between the different building contracts;
- recommend solutions to resolve problems associated with swelling clay;
- conduct an inspection to identify problems in an existing building; and
- estimate the building cost of a residential property accurately.

CBE.192 BUSINESS ETHICS AND CITIZENSHIP

Business Ethics and Citizenship

(ADIA005)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to introduce the concepts of ethics and the role of ethics within a business environment to students. The module also encourages students to work together in groups, enforcing the principles of teamwork and time management.

OUTCOMES

Students should be able to:

- discuss the principles of business ethics, citizenship, and professionalism;
- correctly apply the principles of business ethics, citizenship, and professionalism to a practical scenario; and
- use the principles of teamwork and time management effectively to produce a group project and presentation on a topic within the business environment.

CBE.193 BUSINESS PRACTICE

Business Practice

(BPR7XB1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to equip students with the ability to solve senior and middle-level managerial problems within an organisation.

OUTCOMES

Students should be able to:

- describe a management problem or opportunity that occurs at a middle or senior management level within an organisation;
- provide a solution to the problem or how the opportunity can be utilised; and
- explain the different interrelated functions of an enterprise that must interact to solve the problem or make the best use of the opportunity.

CBE.194 BRAND MANAGEMENT

Brand Management
SEMESTER MODULE
NQF LEVEL: 7

(BRM7XB1)

NQF CREDITS: 20

CALCULATION CRITERIA
Subject Type: SH

PURPOSE

The purpose of this module is to aim to provide a holistic approach to the contemporary theory and practice of brand management. Through this module, students are exposed to the brand-related concepts and techniques to maximise the brand equity of companies in contributing to its long-term profitability. The module prepares students to apply their acquired competencies and skills in strategically managing brands in the experience age.

OUTCOMES

Students should be able to:

- design and implement brand strategies that consider brand naming, brand extension, re-brand, and brand architecture among others in the experience age;
- plan and implement brand marketing programmes through integrated marketing communications and brand associations to build brand equity;
- develop a framework to identify and establish brand positioning and values to build customer-based brand equity; and
- evaluate how a brand equity management system can capture customer experience and enhance market performance through sources and outcomes of brand equity.

CBE.195 CONTEMPORARY RETAILING

Contemporary Retailing
SEMESTER MODULE
NQF LEVEL: 7

(COR11A1)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject Type: CE

PURPOSE

The purpose of this module is to provide students with a sound understanding of new trends/developments in the field of retailing and how these trends can be used to solve problems that retailers face on a daily basis. Furthermore, the module aims to provide the student with the knowledge and skills necessary to discuss the related contemporary retailing issues and demonstrate the impact that these issues have on our economy. This module also aims to teach students to critically evaluate published documentation and to formulate their own opinion on contemporary retail issues.

OUTCOMES

Students should be able to:

- analyse new trends and developments in the retail field and the impact thereof in the economy;
- argue the necessity for ethical and social retailing;
- demonstrate a systematic understanding of African and international retailing thinking, practice, theory and methodology; and
- reflect on the new trends, ethical and social retailing, and international retailing in a specific scenario and develop strategies for these retailers.

Contemporary Retailing
SEMESTER MODULE
NQF LEVEL: 7

(COR21B1)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject Type: CE

PURPOSE

The purpose of this module is to provide the student with a sound understanding of new trends/developments in the field of retailing that retailers face on a daily basis in an African context. Furthermore, the module aims to provide the student with the knowledge and skills to evaluate market dynamics and interrogate new technologies in the retail sector. This module also aims to teach students to critically evaluate published documentation and to formulate their own opinion on contemporary retail issues.

OUTCOMES

Students should be able to:

- critically evaluate the unique market dynamics in both the South African and African retail marketplace;
- analyse and interrogate new developing technologies in both the South African and international retail sector;
- critically evaluate different retail sales, service, and promotional channels and make recommendations with regard to achieving an integrated customer retail experience; and
- interact with industry role players and devise a retailing strategy for a real-life challenge that is prevalent in the retail industry.

CBE.196 CONTEMPORARY TOURISM AND HOSPITALITY MARKETING

Contemporary Tourism and Hospitality Marketing

(CTH7XB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to equip students with the necessary knowledge to apply the application of marketing principles and techniques to develop marketing objectives and strategies for tourism and hospitality-related products or services.

OUTCOMES

Students should be able to:

- familiarise with the people, process, extended marketing mix, and other elements of the marketing mix to meet the needs of consumers in the tourism and hospitality industry;
- analyse the micro and macro environment in the context of tourism and hospitality marketing;
- conduct a strategic situational analysis for a tourism and hospitality enterprise;
- formulate objectives based on the situational analysis;
- use a range of techniques to develop marketing strategies within the service industry; and
- understand current digital marketing trends and disruptors in the domain of tourism and hospitality marketing.

CBE.197 CORPORATE ENTREPRENEURSHIP

Corporate Entrepreneurship

(COE7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is the creation and management of entrepreneurial initiatives in organisations. The module will attempt to develop intellectual competencies and practical skills in the acquisition, analysis, interpretation, and application of the underlying theories, models, and approaches to the concept of corporate entrepreneurship. Students will be able to reflect on the degree of entrepreneurial culture in their relevant departments and/or organisations. Furthermore, they should be able to assess the effect of their own entrepreneurial inputs on the holistic outcomes of the organisation's entrepreneurial future.

OUTCOMES

Students should be able to:

- analyse the different underlying theories, frameworks, and models regarding corporate entrepreneurship;
- evaluate the relationship between innovation, creativity, and entrepreneurship;
- analyse the factors that contribute to a creative environment;
- synthesise the relationship between control, entrepreneurial activity, and human resources management;
- illustrate how corporate social responsibility and environmental sustainability initiatives can be incorporated into corporate strategy;
- critically analyse the options for dealing with new venture developments and explain which are best in different circumstances; and
- examine and indicate how to implement corrective action in order to build and or to sustain organisational entrepreneurial behaviour.

CBE.298 COST AND FINANCIAL MANAGEMENT

Cost and Financial Management for Non-Financial Specialists 4A

SEMESTER MODULE (CFM44A1)

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to introduce financial accounting principles and concepts at a level consistent with non-accounting students. In this module, the students will be taught the basic principles of accounting, the recording of accounting transactions and basic calculations, the reporting of accounting performance and accounting position, and the analysis and interpretation of financial statements. This module helps students to understand the process flow relating to assets, liabilities, equity, income, and expenses, and the financial reporting relating to these processes. Students will be introduced to company financial statements and the interrelationship between the different components of these financial statements.

OUTCOMES

Students should be able to:

- explain the nature and roles of financial accounting, management accounting, and financial management, and identify the main users of financial accounting and their needs;
- define and apply the basic accounting principles, identify and classify financial transactions according to the key elements of financial statements, and prepare a basic statement of financial position;
- identify and classify financial transactions according to the key elements of financial statements, prepare a basic statement of profit or loss, and understand what a statement of comprehensive income consists of;
- identify current assets, perform calculations relating to gross profit percentages and mark-up percentages on inventory, and be able to calculate the cost of sales and gross profit for a business;
- identify and categorise non-current assets as well as calculate and record the depreciation of these assets and their carrying values over their useful lives using different methods of depreciation;
- identify and record transactions relating to the issuing of shares and the payment of dividends, and be able to calculate the increase in equity as a result of a share issue as well as dividends payable during a reporting period;
- prepare a basic statement of changes in equity for a business and understand how this statement connects with the statement of comprehensive income as well as the statement of financial position;
- explain the main sources of finance available to a business, and the advantages and disadvantages of each source of financing; and
- identify the major categories of ratios that can be used to analyse the financial performance and position of a business, be able to calculate key financial ratios and explain the significance of the ratios calculated.

Cost and Financial Management for Non-Financial Specialists 4B

SEMESTER MODULE

NQF LEVEL: 7

(CFM44B2)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to introduce management accounting and finance principles and concepts at a level consistent with non-accounting students. In this module, students will be taught the basic principles of cost and management accounting, the use of different capital budgeting techniques, the preparation of a manufacturing cost statement as well as cash budgets, the use of cost-volume-profit analysis and calculations relating to capital investment and financing decisions, and the calculation and interpretation of working capital ratios.

OUTCOMES

Students should be able to:

- identify the relevance of costs when making management decisions, distinguish between different types of costs and understand the impact of these differences on risk management and short-term and long-term management decisions;
- define and understand the different terms and concepts used in relation to inventory, be able to classify inventory according to these criteria, and record basic inventory transactions in various management reports;
- identify and record transactions relating to the payment of wages, and the recording of wage deductions and other labour expenses;
- correctly classify overheads, calculate the fixed and variable components and understand the concepts and principles of standard costing and variance analysis;
- understand the cost flows in a manufacturing concern and be able to prepare a manufacturing cost statement;
- explain the relationship between costs, volume of production and profit, calculate the break-even point for a product, and explain the implications of this for management planning and decision-making;
- identify the purpose of budgeting, explain the budgeting process, prepare a basic cash budget and show how flexible budgeting can be used by management to control dimensions of the business and optimise profit;
- explain the importance of capital investment decisions and the use of various decision-making tools to optimise investment decisions; and
- identify the elements of working capital and the relevance of working capital ratios as a management tool.

CBE.199 DIGITAL MARKETING

Digital Marketing

(DIM7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to focus on the development and implementation of digital marketing strategies. Students should develop intellectual competencies and practical skills in the range of decisions implicit in the planning and implementation of digital marketing strategies. It will enable students to use a variety of analytical frameworks for making decisions regarding appropriate digital marketing strategies and reflect on the applications made. The module will also prepare students to apply their acquired competences and skills in developing digital marketing strategies that will contribute firstly to the success of business organisations and secondly to the satisfaction of consumer needs.

OUTCOMES

Students should be able to:

- analyse and develop a general framework for digital marketing programmes;
- determine the value that digital marketing resources hold for marketing operations and demonstrate how an understanding of how digital resources can be integrated into the overall marketing programme;
- apply digital marketing knowledge and tools to enhance decision-making regarding the selection of promotional mix;
- argue the growing importance of mobile technology and its impact on consumers and marketing; and
- analyse the role of social media in an integrated marketing communication programme.

CBE.200 EMPLOYEE RELATIONS

Employee Relations

(EMR7XB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of the module is to provide students with the ability to apply employee relations principles in performance and reward management. Students will review relevant legislation and case laws and will be able to facilitate dispute resolution.

OUTCOMES

Students should be able to:

- review local and international performance and compensation-related legislation and develop communication and policies regarding performance and career development;
- evaluate existing dispute resolution processes relating to workplace performance; and
- conduct risk assessment to identify potential labour disputes emanating from performance management processes.

CBE.201 ENTERPRISE MANAGEMENT

Enterprise Management

(ADFM009)

SEMESTER MODULE (COUPLET MODULE)

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the skills to use an organisation's business model as a framework to manage its value creation process. It builds on the understanding of organisational structuring gained from Enterprise Operations and is centred on the concept of strategic financial management and how organisational goals can be implemented through managing the performance of people and projects. It provides the basis for developing further insights into how the financial information supports the formulation and implementation of an organisational strategy.

OUTCOMES

Students should be able to:

- explain the ecosystems of organisations;
- explain the elements of business models;
- analyse new business models in digital ecosystems;
- compare and contrast different types of leadership and management styles;
- analyse individual and team performance;
- apply tools and techniques to manage projects; and
- explain the concepts of project leadership.

CBE.202 ENTERPRISE OPERATIONS

Enterprise Operations

(ADFM008)

SEMESTER MODULE (COUPLET MODULE)

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

SUBJECT TYPE: SH

PURPOSE

The purpose of this module is to focus on the role of the finance function and how it interacts with the organisation within a digital society. The module is aimed at providing finance professionals with a fundamental understanding of organisational structure and principles underpinning the operational functions of the organisation, enabling them to create value using the opportunities presented by the fourth industrial

revolution (4IR). It lays the foundation for gaining further insight into both the immediate operating environment and long-term strategic future of organisations.

OUTCOMES

Students should be able to:

- explain the roles of the finance function in organisations and the activities performed to fulfil these roles;
- identify and discuss in the technologies that affect business and finance;
- explain how the finance function uses digital technologies to fulfil its roles;
- discuss the ways in which data is used by the finance function to create and preserve value for organisations;
- describe the structure and shape of the finance function and explain what each level of the finance function does; and
- describe how the finance function interacts with different functions within the organisation.

CBE.203 ENTREPRENEURIAL MARKETING

Entrepreneurial Marketing

(ENM7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to provide students with knowledge and competencies in the acquisition, interpretation, understanding and application of marketing principles to entrepreneurial business. Upon successful completion of this module, candidates will be able to contextualise their learning to entrepreneurial businesses (small and medium-sized enterprises) and suggest pragmatic marketing approaches that can be successfully implemented within entrepreneurial businesses.

OUTCOMES

Students should be able to:

- understand the relationship between marketing principles and entrepreneurship;
- integrate the principles of entrepreneurial marketing;
- analyse the challenges facing the entrepreneurial businesses when competing against larger, well-known, and more resourceful companies;
- explore and discuss how innovative marketing methods can be successfully used by entrepreneurial businesses; and
- plan and implement marketing activities for entrepreneurial businesses.

CBE.204 FINANCIAL MANAGEMENT

Financial Management

(ADFM006)

SEMESTER MODULE (COUPLET MODULE)

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to expand the scope of the Financial Operations module to more advanced topics in financial accounting (preparation of consolidated financial statements and applying accounting standards dealing with more complex areas) and to developments in external reporting. With the advanced level of financial accounting and reporting achievement in this module, the analysis and interpretation of financial statements becomes more meaningful, and this constitutes a substantial element of the module.

OUTCOMES

Students should be able to:

- compare and contrast types and sources of long-term funds;
- calculate the cost of long-term funds;

- explain relevant financial reporting standards for revenue, leases, financial instruments, intangible assets and provisions;
- explain International Financial Reporting Standards (IFRS) for group accounts;
- prepare group accounts based on IFRS;
- discuss additional disclosure issues related to the group accounts;
- discuss the International Integrated Reporting <IR> Framework requirements;
- explain the six capitals of Integrated Reporting;
- analyse financial statements of organisations and recommend actions based on insights from the interpretation; and
- discuss the limitations of the tools used for interpreting financial statements.

Financial Management A
SEMESTER MODULE
NQF LEVEL: 7

(FMA01A1/FIM7XA1)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to equip the non-financial specialists with basic knowledge in the various fields of cost accounting. Students need to understand how cost accounting contributes as an integrated discipline to the different dynamics within a business environment.

OUTCOMES:

Students should be able to:

- discuss and explain the types and goals of financial management decisions;
- calculate and interpret present values, future values, and return on investments;
- determine whether projects are viable investments by performing various investment appraisal techniques;
- analyse and evaluate investment projects by calculating the importance of having sufficient investment appraisal techniques;
- explain and evaluate how to effectively manage the working capital of a firm; and
- discuss and explain the various sources of finance, discuss the benefits of leasing, and perform a net present value analysis of a financing decision.

Financial Management B
SEMESTER MODULE
NQF LEVEL: 7

(FMA01B1)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to equip the non-financial specialist with the basic knowledge in the various fields of management accounting. Students need to understand how management accounting contributes as an integrated discipline to the different dynamics within a business environment.

OUTCOMES

Students should be able to:

- discuss and explain, and calculate the importance of having sufficient liquidity in a firm;
- explain and evaluate how to effectively manage the working capital of a firm;
- calculate and interpret the components of a firm's cost of capital;
- discuss and explain the various sources of finance that are available to a firm in raising capital; and
- explain the benefits of leasing and perform a net present value analysis of a financing decision.

CBE.205 FINANCIAL MANAGEMENT ASPECTS

Financial Management Aspects

(FMA7XB1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to equip the non-financial specialist with the basic knowledge in the various fields of management accounting. Students need to understand how management accounting contributes as an integrated discipline to the different dynamics within a business environment.

OUTCOMES

Students should be able to:

- affect the basic principles of cost classification and terminology;
- differentiate the terms and concepts with respect to inventory – holding and administering different inventory systems;
- classify and analyse overheads and allocate overheads by means of manufactured products and services;
- use Cost-Volume-Profit (CVP) analysis as a management tool;
- analyse the function and aim of cash budgets;
- analyse the advantages and disadvantages of cash budgets;
- differentiate between cash and non-cash items; and
- prepare a cash budget correctly from given data.

CBE.206 FINANCIAL MARKETS TRANSACTIONS

Financial Markets Transactions

FULLY ONLINE CAROUSEL MODULES (FMT1CP1/FMT2CP1)

SEMESTER MODULE (A3FFM7X)

NQF LEVEL: 7

NQF CREDITS: 25

CALCULATION CRITERIA FOR MODULE: (FMT1CP1/FMT2CP1)

Subject Type: CE

CALCULATION CRITERIA FOR MODULE: (A3FFM7X)

Subject Type: SH

PURPOSE

The purpose of this module is to provide a student with a solid understanding of the legislation and regulations related to the relevant financial markets and their processes as well as understanding the processes involved with transactions presented in the financial market environment.

OUTCOMES

Students should be able to:

- interpret the legislation pertaining to trading, settlement, custody, and administration (e.g. Security Services Act);
- explain the role, rules, and function of the regulator, the central securities depository, the clearing house, and participants;
- explain the custody and administration of securities within members and authorised users;
- describe the procedure required in order to settle uncertified securities;
- describe financial requirements for authorised users and members;
- segregate client funds according to legislative requirements;
- explain legislation and regulation regarding the provision of information to clients; and
- discuss the legislation, rules, and regulations regarding trading in the different financial markets.

CBE.207 FINANCIAL MATHEMATICS

Financial Mathematics
SEMESTER MODULE
NQF LEVEL: 7

(ADFM001)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with a basic, yet applicable knowledge of fundamental concepts of finance, and to explain where each of these concepts fit into the financial management function.

OUTCOMES

Students should be able to:

- explain and appraise the context within which the financial management function takes place;
- compare the roles of cost accounting, management accounting and financial accounting in a business environment;
- explain the time value of money concept and perform simple and advanced calculations on single amounts, annuities, perpetuities and mixed streams of cash flows;
- briefly discuss various types and sources of long-term funds;
- discuss and calculate basic valuations on long-term debt and equity capital;
- discuss and calculate the concept of cost of capital; and
- explain and calculate the basic capital budgeting techniques to assist in investment decisions.

CBE.208 FINANCIAL OPERATIONS

Financial Operations
SEMESTER MODULE (COUPLET MODULE)
NQF LEVEL: 7

(ADFM003)

NQF CREDITS: 15

CALCULATION CRITERIA

SUBJECT TYPE: SH

PURPOSE

The purpose of this module is to prepare students with the knowledge for the preparation of financial statements of a single company. Coverage of a wide range of international standards is implicit in these objectives, as specified in the module's content. Similarly, understanding the regulatory and ethical context of financial reporting, covered in the module, is vital to ensuring that financial statements meet users' needs. Principles of taxation are included, not only to support accounting for taxes in financial statements, but also as a basis for examining the role of tax in financial analysis and decision-making within subsequent modules (i.e. Financial Management).

OUTCOMES

Students should be able to:

- explain the need for the regulation of the financial reporting information of companies, as well as the key elements of an ethical regulatory environment;
- identify the main elements of financial statements;
- explain and apply financial reporting standards to prepare basic financial statements;
- distinguish between different types of corporate taxes and explain some relevant issues that affect taxation;
- prepare basic corporate Income Tax calculations; -
- distinguish between the types and sources of short-term finance;
- explain and calculate operating and cash cycles; and
- apply different techniques used to manage working capital.

CBE.209 FINANCIAL PLANNING AND TAXATION

Financial Planning and Taxation

FULLY ONLINE CAROUSEL MODULES - PART 1 AND PART 2 (FPT1CP1 and FPT2CP1)

SEMESTER MODULE (A3FPT7X)

NQF LEVEL: 7

NQF CREDITS: 25

CALCULATION CRITERIA FOR MODULE: (FPT1CP1/FPT2CP1)

Subject type: CE

CALCULATION CRITERIA FOR MODULE: (A3FPT7X)

Subject type: SH

PURPOSE

The purpose of this module is to provide a student with a framework on dealing with clients and the appropriate processes for providing financial advice, to evaluate and plan for the impact at the different life stages, with a focus on financial planning and taxation.

OUTCOMES

Students should be able to:

- discuss the impact of the regulatory environment and the six step financial planning process;
- assess and advise a client on his personal financial management;
- apply the principles of matrimonial property and the impact for personal financial planning;
- assess a client's retirement needs and the impact thereof at the different life stages;
- understand and apply the different retirement vehicles and the tax implications;
- explain the law of insurance and apply the insurance principles for personal financial planning;
- apply the principles of the law of succession;
- evaluate the impact at death for a client and calculate the various tax and costs implications;
- calculate the normal tax payable for the year of assessment; and
- calculate the donations tax payable when transferring wealth.

CBE.210 GENERAL MANAGEMENT

General Management

(GEM7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to equip students with skills to apply the four tasks, namely, planning, organising, leading and controlling, to manage their units in the internal and external environments.

OUTCOMES

Students should be able to:

- analyse what managers do and the environment in which they operate;
- evaluate and apply the foundations of management functions;
- apply the foundations of decision making;
- design basic organisational structures;
- implement the principles of effective teams, of change management, stress and innovation;
- motivate and reward employees; and
- lead and to build trust based on effective communication and interpersonal skills.

CBE.211 GLOBAL SUPPLY CHAIN MANAGEMENT

Global Supply Chain Management

SEMESTER MODULE (GSC01B1)

FULLY ONLINE (GSC1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (GSC01B1)

Subject Type: SH

CALCULATION CRITERIA FOR (GSC1CP1)

Subject Type: CE

PURPOSE

The purpose of this module is to develop the students' ability to acquire skills that will enable him/her to practically analyse and implement decisions at the tactical and operational level in the logistics environment of a company/organisation.

OUTCOMES

Students should be able to:

- explain the emergence of global supply chains and the globalisation of supply chains by many multinationals;
- reflect on imports and exports and the specific documentation, people, and business environment of the Import/Export Industry;
- analyse global supply and distribution strategies critically;
- reflect on the appropriate Incoterms for a specific business setting/business context; and
- describe critically why firms use globalised supply chains and how this impacts the modern supply chain complexities, cultures, values, language, communication, and e-communication, etc.

CBE.212 HOSPITALITY LOGISTICS AND SUPPLY CHAIN MANAGEMENT

Hospitality Logistics and Supply Chain Management

(HLM7XB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to equip the student with the knowledge and skills to understand and explain the principles and importance of supply chain management. It will also create an understanding of the way supply chain management impacts all areas of a hospitality-oriented business, and how hospitality businesses can improve their competitive positions by employing supply chain practices.

OUTCOMES

Students should be able to:

- introduce, outline and implement the principles and practices of logistics and supply chain management;
- critically reflect on the concepts of logistics and supply chain management as applicable to the hospitality and related service industries;
- explain what customer service is, and the role it plays in supply chain management within hospitality;
- describe the importance of a customer/guest order and the path of a customer/guest order; and
- design, select and manage a distribution channel for goods and services within hospitality.

CBE.213 HUMAN COMPUTER INTERFACE

Human Computer Interface

(HCI21B1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to get the students grounded in human-computer interaction. It also introduces students to all aspects of social, security and safety of using computers as a tool, interfaces. It will also expose students to different interaction devices and skill sets for user-centred design and evaluation of interactive systems.

OUTCOMES

Students should be able to:

- the scope of issues affecting human-computer interaction;
- the importance of the user interface to motivate the study of topics like HCI and user interfaces;
- the impact of good and bad user interfaces;
- the diversity of users and tasks (applications) and their impact on the design of user interfaces;
- the limits of knowledge of individuals developing HCI systems;
- the need to work with others, skilled in diverse areas such as software engineering, human factors, technical communication, statistics, graphic design, etc.
- cost/benefit trade-offs in HCI design;
- different system development lifecycles including those particularly applicable to HCI systems (e.g., iterative design, implementation, evaluation, and prototyping);
- how HCI concerns can be incorporated into systems development lifecycles;
- the need to evaluate system usability (e.g., someone will evaluate usability even if not the developer, and, in some cases, not evaluating constitutes professional misconduct);
- the existence of design, implementation, and evaluation tools for developers with diverse needs and technical expertise; and
- the information sources available on HCI.

CBE.214 HUMAN RESOURCE ANALYTICS

Human Resource Analytics A

(HRA7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to offer a theoretical understanding of human resource analytics, enabling students to recognise the strategic role of HR data in organisational decision-making. Students will be equipped with the ability to analyse evidence-based data to generate solutions to people problems and the tools to communicate such findings.

OUTCOMES

Students should be able to:

- indicate how evidence-based data can be leveraged as a strategic asset for HR decision-making;
- determine HR metrics that align with organisational goals and strategies; and
- evaluate the strategic view of an organisation's use of HR data and its measurement systems.

CBE.215 HUMAN RESOURCE MANAGEMENT

Human Resource Management

(HRM7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to provide an overview of the changing role of human resources as a foundation for the programme. Students will be exposed to philosophies of people management and competencies of the HR professional. Students will gain an understanding of strategic Human Resource Management (HRM) and the link between HR and business from a partnering perspective. The new world of work will be explored.

OUTCOMES

Students should be able to:

- evaluate the Human Resource Management (HRM) theories and philosophies in the context of people performance;
- explain the changing role of human resource management over the years; and
- evaluate the new world of work and identify innovative approaches to work and the role of the workplace in the 21st century.

Human Resource Management

(HRE7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of the module is to provide students with an understanding of how to advise and assist line management with the role and function of the human resources management administration department. Students will be able to analyse jobs to formulate a job description that will determine the most suitable candidate who will fulfil the requirements and expectations of the job adequately.

OUTCOMES

Students should be able to:

- explain the role and function of human resource management as well as the human resource department in respect of rendering services to various departments;
- acquire an understanding of the employee as a human being, and how that understanding can be applied to achieve organisational and personal goals;
- develop a specific view and interpret the interdependency between employment relations and human resource management;
- apply the job analysis process in order to clearly determine job descriptions and job specifications;
- explain human resource planning for the organisation and department in order to strategise for the correct number and type of expertise and personality required; and
- develop and apply a specific selection procedure to appoint the most suitable candidate to fill a vacant post.

CBE.216 INTERNATIONAL MANAGEMENT

International Management

(INT01B1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to equip students with the skills to conclude international contracts.

OUTCOMES

Students should be able to:

- explain the concept of international business, globalisation of markets, and organisation participants;
- explain the cultural environment of international business and distinguish theories of international trade and investment;
- support ethics, sustainability, and corporate social responsibility of international business;
- analyse government intervention in international business and regional economic integration by understanding emerging markets, monetary and financial environment;
- demonstrate and understand strategy and opportunity assessment;
- explore the idea of exporting and countertrade as well as foreign direct investment, licensing, franchising, and other contractual strategies; and
- distinguish between the functional areas of excellence in international management, namely, marketing, human resources and financial management and accounting in the global firm.

CBE.217 INTRODUCTION TO FINANCIAL MARKETS

Introduction to Financial Markets

FULLY ONLINE CAROUSEL MODULES (IFM1CP1/IFM2CP1)

SEMESTER MODULE (A3FIF7X)

NQF LEVEL: 7

NQF CREDITS: 25

CALCULATION CRITERIA FOR: (IFM1CP1/IFM2CP1)

Subject Type: CE

CALCULATION CRITERIA FOR: (A3FIF7X)

Subject Type: SH

PURPOSE

The purpose of this module is to cover the basic concepts of financial markets and the characteristics and relevance of the different financial markets present both locally and internationally. Furthermore, the module relates to knowledge of interpreting information present in the market in order to utilise the information in a financial market environment.

OUTCOMES

Students should be able to:

- describe the financial market system and discuss the terminology pertaining to financial markets;
- describe the participants and their specific roles and the regulatory framework in which they operate;
- describe and compare financial markets, in particular debt and equity markets;
- discuss the characteristics and value the financial securities and instruments that trade in the debt and equity markets;
- explain, calculate, and evaluate risk and return as it relates to individual financial securities and investment portfolios; and
- select, read, and interpret information relating to the financial markets.

CBE.218 INTRODUCTION TO RESEARCH METHODOLOGY

Introduction to Research Methodology: Tourism Management

(IRM7XA1)

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide the student with the necessary knowledge, understanding, and skills needed to not only encourage the practice of research but also to conceive a scientifically written, fully implementable, academically and methodologically sound research proposal.

OUTCOMES

Students should be able to:

- reflect upon the aspects underlying research and science;
- identify a viable research opportunity;
- define the research opportunity following scientific and methodological principles;
- identify and explain the steps in the research process;
- understand the value of different research approaches;
- describe the significant literature underpinning the research area following sound scientific principles;
- devise an academically sound, practically implementable method to conduct the research;
- reflect upon how the data resulting from the study will be analysed; and
- combine all the outcomes stated in an academically correctly prepared research proposal.

CBE.219 LOGISTICS PROCESSES AND PRACTICES

Logistics Processes and Practices

SEMESTER MODULE (LPP01A1)

FULLY ONLINE (LPP1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (LPP01A1)

Subject Type: SH

CALCULATION CRITERIA FOR (LPP1CP1)

Subject Type: CE

PURPOSE

The purpose of this module is to develop the students ability to acquire skills that will enable him/her to practically analyse and implement decisions at the tactical and operational level in the logistics environment of a company/organisation.

OUTCOMES

Students should be able to:

- analyse theoretical and practical options and implement decisions in operational and tactical logistics management; and
- implement decisions at the tactical and operational level in the logistics environment of a company/organisation and reflect on the decisions made.

CBE.220 LOGISTICS RESEARCH PROJECT

Logistics Research Project

SEMESTER MODULE (LRP01B1)

FULLY ONLINE (LRP1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to enable students to implement a research project by undertaking a study on a specific research problem in the logistics industry. Students will collect and analyse data, interpret their findings, draw meaningful conclusions, and offer recommendations pertaining to the logistics industry.

OUTCOMES

Students should be able to:

- apply critical thinking skills;
- apply foundational research skills to address a research question;
- demonstrate planning, time, and change management skills;
- undertake research independently; and
- communicate research results clearly, comprehensively, and persuasively in a research essay.

CBE.221 MANAGEMENT ECONOMICS

Management Economics

(MNE7XB1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to prepare students intellectually for the challenges in a changing global and national economic framework by acquiring skills in the acquisition, analysis, interpretation, and application of knowledge relating to macroeconomic principles. Students will further be able to reflect on their economic decisions and applications to assess the effect thereof in the holistic context of economics as a social science within their everyday lives. Lastly, it will prepare them for further study in economics as a science.

OUTCOMES

Students should be able to:

- differentiate the main macroeconomics objectives of employment, economic growth, price stability, balance of payments, and income distribution;
- distinguish between aggregate demand and aggregate supply;
- use the Total Expenditure Model;
- interpret the impact of inflation;
- differentiate between the theory of money demand and supply; and
- contrast the relationship between the goods market and the money market.

CBE.222 MANAGEMENT PRACTICE

Management Practice

(MNP01B1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 24

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to focus on equipping students with the ability to implement strategies within an organisation.

OUTCOMES

Students should be able to:

- discuss a strategic goal and strategy within an organisation;
- analyse and implement strategic recommendations to identify challenges and find solutions to problems experienced by middle-level managers;
- illustrate the role of top management with regard to the implementation of strategic goals and strategy;
- illustrate the role of the tactical level with regard to the implementation of strategic goals and strategy;
- illustrate the role of operational level with regard to the implementation of tactical objectives and strategies; and
- integrate both horizontal and vertical integration with regard to goals, objectives, and strategies within an organisation.

CBE.223 MANAGING HUMAN RESOURCE DEVELOPMENT

Managing Human Resource Development

(MHR7XA2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to expose students to the context of Human Resource Development (HRD) and provide a theoretical understanding to matters relating to performance consulting and learner needs analysis. Contemporary issues surrounding HRD will be explored and cover concepts such as career management and performance, learning organisations, and continuous professional development.

OUTCOMES

Students should be able to:

- compare local and international trends in HRD;
- evaluate the way in which workplace learning takes place, whilst establishing learner needs; and
- demonstrate knowledge in managing employees' careers and enhancing continuous professional development.

CBE.224 MARKETING TO AFRICAN MARKETS

Marketing to African Markets

(MAM7XB1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of the module is to stimulate interest in marketing practices of organisations seeking market opportunities outside the home country in Africa and to raise the students' consciousness about the importance of viewing international marketing management strategies from a global perspective. The module focuses on the international African environment and the development of African marketing strategies. Students should develop intellectual competencies and practical skills in a range of decisions implicit in planning and implementing an international marketing strategy. The module prepares students to apply acquired competencies and skills, and to employ and reflect these in the international marketing plan that will contribute firstly to the profit objective and secondly to the satisfaction of consumer needs.

OUTCOMES

Students should be able to:

- apply the principles of international marketing to problems in case studies (scenarios) and reflect on the applications made in an African context;
- apply the principles to compile a cultural analysis and a macro-environmental assessment and reflect on the applications made;
- compile a marketing strategy for a given African market and reflect on the applications made; and
- Develop an international African marketing plan and reflect on the applications made.

CBE.225 OPERATIONS MANAGEMENT

Operations Management

(OPS01A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to provide students with the skills to create and manage the processes of operational management and to manage supply chain relationships to gain market share and customer satisfaction.

OUTCOMES

Students should be able to:

- explain the theory relating to the field of operational management and view operational management as an enabler of organisational strategy;
- explain the sequence of processes of operational management;
- illustrate the objectives of operational management in delivering the organisational value proposition;
- create, design, and manage facilities to gain market share and customer satisfaction; and
- manage supply chain relationships, materials, and inventory performance.

CBE.226 PERFORMANCE ANALYTICS

Performance Analytics B

(PAB7XB1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to enable students to use analytics to investigate performance and productivity at organisational, unit/ functional and individual levels. The students will be able to use the findings to suggest innovations in organisational processes, enabling organisations to improve productivity.

OUTCOMES

Students should be able to:

- interpret the role of analytics in managing organisational, unit, and individual performance;
- determine, extract, and analyse metrics related to people's performance and productivity; and
- develop performance indicators based on the appropriate metrics and adapt organisational processes to complement them.

CBE.227 PERFORMANCE MANAGEMENT

Performance Management

(ADFM005)

SEMESTER MODULE (COUPLET MODULE)

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to develop students' cognitive skills and practical competency in the application of information in the management processes of decision-making and control, so as to ensure the optimisation of performance.

OUTCOMES

Students should be able to:

- apply cost management and cost transformation methodology;
- to manage costs and improve profitability and value creation;
- advise on the process and data required and techniques for long-term investment appraisal;
- discuss pricing strategies and their consequences;
- discuss various approaches to the performance and control of organisations;
- analyse the performance of responsibility centres and prepare reports;
- explain the behavioural and transfer pricing issues related to the management of responsibility centres; and
- analyse risk and uncertainty associated with medium-term decision-making.

Performance Management A

(PMA7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to expose students to the theory of organisational performance and performance management. Students will be exposed to the systemic approach of determining indicators for and aligning organisational goals to unit-level and individual goals.

OUTCOMES

Students should be able to:

- establish strategic goals for performance management;
- differentiate between the unit goals/indicators of performance management; and
- identify work measurement techniques to define levels of performance and evaluate the performance of virtual workers and teams.

Performance Management B**(PMA7XB2)****FULLY ONLINE****NQF LEVEL: 7****NQF CREDITS: 12****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide students with an understanding of the performance appraisal process. Students are exposed to performance contracting and the employee experience. Students gain insights on identifying performance related deficiencies and are able to provide solutions through a process of human performance improvement.

OUTCOMES

Students should be able to:

- critique the performance appraisal process and experiences of the line manager and employee;
- develop performance contracting criteria and standards; and
- analyse performance deficiencies in organisations and provide solutions.

CBE.238 PERFORMANCE OPERATIONS**Performance Operations****(ADFM002)****COUPLET MODULE****NQF LEVEL: 7****NQF CREDITS: 15****CALCULATION CRITERIA****SUBJECT TYPE: SH****PURPOSE**

The purpose of this module is to develop students skills in applying different cost accounting tools and techniques to generate information needed to evaluate and control present and projected performance. The student should, after completing the module, be competent in forecasting key variables and recognise the uncertainties attached to future events. The aim is for students to be able to apply these skills when preparing operational budgets and long-term project appraisals. The module will further aim to ensure that the successful student is competent in the management of working capital.

The module purpose and outcomes are aligned with the curriculum requirements of the Chartered Institute of Management Accountants (CIMA) and prepare students for a career in finance and financial management, and also for further studies in the sub-field of Financial Management.

OUTCOMES

Students should be able to:

- distinguish between the different rationales for costing;
- apply the main costing concepts to organisations and cost objects;
- apply costing methods to determine the costs for different purposes;
- explain the application of cost accounting in the digital world;
- distinguish between the different rationales for budgeting;
- prepare different types of budgets;
- discuss budgetary control;
- apply different techniques to support short-term decision-making; and
- apply basic risk management tools in short-term decision-making.

CBE.229 PROCUREMENT**Procurement 2A****YEAR MODULE (PRC2AY2)****SEMESTER MODULE (PRC02A2)****NQF LEVEL: 5****NQF CREDITS: 16****CALCULATION CRITERIA FOR (PRC2AY2)****Subject type: JH**

CALCULATION CRITERIA FOR (PRC02A)

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation, and implementation of fundamental procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand world-class supply chain management;
- understand how procurement is becoming supply management;
- understand a product life cycle in an organisation;
- understand the importance of the buyer-supplier relationship;
- build and manage cross-functional teams to help contribute to supply chain effectiveness; and
- apply and understand the principles of purchasing/procurement in the supply chain.

Procurement 2B

YEAR MODULE (PRC2BY2)

SEMESTER MODULE (PRC02B2)

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA FOR (PRC2BY2)

Subject type: JH

CALCULATION CRITERIA FOR (PRC02B2)

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation and implementation of procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand the different procurement services in supply chain;
- understand what global supply management and the competition surrounding procurement;
- identify and explain the importance of what product pricing;
- undertake research on cost analysis and explaining what it comprises out of;
- build and manage a negotiating team to successfully negotiate areas relating to procurement; and
- apply and understand the ethical and professional standards of purchasing/procurement in supply chain.

Procurement 3A

SEMESTER MODULE (PRC03A3)

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation and implementation of procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand the role procurement plays in the supply chain;
- understand what the supply organisations are and where the company fits in;
- identify and describe the importance of information systems and technology;
- apply and understand the principle of inventory and the quantity factor concerning inventory holding;

- describe the importance and the role transportation plays in the supply chain; and
- undertake research to come up with solutions for the best investment recovery methods.

Procurement 3B
SEMESTER MODULE
NQF LEVEL: 6

(PRC03B3)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to focus on the development, evaluation and implementation of procurement principles in the supply chain environment. Students should develop intellectual competencies and practical skills in the range of decisions implicit in planning and implementing procurement decisions.

OUTCOMES

Students should be able to:

- understand the role research in procurement plays in the supply chain;
- understand what global supply is, and what effect it can have on an organisation;
- identify and describe the importance of make-or-buy, insourcing and outsourcing;
- apply and understand the strategies of procurement and supply management;
- describe the importance and the role of information systems and technology in the supply chain; and
- understand the role research in procurement plays in the supply chain.

CBE.230 PROJECT MANAGEMENT

Project Management
SEMESTER MODULE (PRM01A1)
FULLY ONLINE (PRM1CP1)
NQF LEVEL: 7

(PRM01A1 or PRM1CP1)

NQF CREDITS: 16

CALCULATION CRITERIA FOR (PRM01A1)
SUBJECT TYPE: SH

CALCULATION CRITERIA FOR (PRM1CP1)
Subject type: CE

PURPOSE

The purpose of this module is to provide the student with a comprehensive and in-depth understanding of the nature, scope, and methodologies relevant to the field of project management and the ability to practically apply the appropriate project management tools and techniques in the planning, implementation, control, and termination of a project of any magnitude.

OUTCOMES

Students should be able to:

- reflect on all aspects that necessitate the development of a specific project;
- plan and develop the design of a project that addresses an identified need;
- implement and control a project; and
- terminate a project for handover.

Project Management
SEMESTER MODULE
NQF LEVEL: 7

(PJM01B1)

NQF CREDITS: 12

CALCULATION CRITERIA
Subject Type: SH

PURPOSE

The purpose of this module is to equip students with the necessary skills to procure resources, develop a project plan, and manage and successfully complete a project.

OUTCOMES

Students should be able to:

- explain the nature of projects and project management;
- discuss the basic concepts relating to the field of project management and view project management as a management discipline;
- explain the sequence and integration of project phases and project teams;
- illustrate the procurement of resources to complete the project with the project scope;
- develop a project plan and controls required to stay within the project plan; and
- manage and successfully complete (close-out) a project.

CBE.231 PROPERTY VALUATION

Property Valuation A

(PVA7XE1)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide a student with a framework to value residential and income-producing real estate.

OUTCOMES

Students should be able to:

- describe the role of the valuer in the property industry;
- explain the present-day definition of market value as established by the South African Courts;
- apply the concept of market value in the valuation of a specific property; and
- accurately discuss the relationship between value without potential, potential and highest and best use.

Property Valuation B

(PVA7XE2)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide a student with a framework to value residential and income-producing real estate.

OUTCOMES

Students should be able to:

- conduct a valuation of special properties;
- make market adjustments reflect market realities;
- clearly define, accurately calculate, and adequately interpret the results of a capitalisation rate;
- determine the replacement cost of special properties for insurance purposes;
- conduct a valuation of an undeveloped property by using a discounted cash flow; and
- apply feasibility study concepts and compile a fully motivated valuation report.

CBE.232 REAL ESTATE FINANCE AND INVESTMENT

Real Estate Finance and Investment A

(REF7XE1)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide students with a clear understanding of real estate finance.

OUTCOMES

Students should be able to:

- describe the loan application process in property finance;
- explain the organisational structures in property finance;
- differentiate between different property finance products;
- describe the management of property finance risk; and
- describe the relevance and application of finance in real estate.

Real Estate Finance and Investment B

(REF7XE2)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide a student with a solid understanding of real estate investment.

OUTCOMES

Students should be able to:

- explain the role of primary and secondary investment elements and their effect on real estate financing strategies;
- apply different financial instruments used to finance real estate;
- identify and apply suitable real estate investment performance measurements and ratios;
- interpret financial statements; and
- conduct real estate investment analysis.

CBE.233 REAL ESTATE LAW

Real Estate Law A

(REL7XE1)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide a student with the knowledge and a solid understanding of the legal and statutory provisions governing real estate in rural and urban societies.

OUTCOMES

Students should be able to:

- discuss the constitution of South Africa;
- comprehend and apply the Bill of Rights;
- explain and define immovable property and interests in immovable property;
- discuss statutory control over property;
- evaluate the forms of land tenure in South Africa;
- apply the concepts of possession and occupation of immovable property;
- discuss and apply the nature and content of servitudes; and
- analyse the relationship between mineral rights and land.

Real Estate Law B

(REL7XE2)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide a student with the knowledge and a solid understanding of the legal and statutory provisions governing real estate in rural and urban societies.

OUTCOMES

Students should be able to:

- explain the registration of rights in terms of the Deeds Registries Act 47 of 1937;
- determine statutory control over the use of real estate;
- analyse the expropriation of immovable property;
- apply the general principles of contracts; and
- apply common law and statutory provisions for compliance with constitutional provisions and national, provincial, and local legislation relating to property valuation.

CBE.234 REAL ESTATE MANAGEMENT

Real Estate Management

(REM7XE2)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide a student with a solid understanding of real estate management and the legislation related to real estate management.

OUTCOMES

Students should be able to:

- describe the inspection, maintenance, operations, capital improvements, and sustainability of physical property;
- explain management of human resources in real estate management;
- apply financial management principles in real estate management;
- conduct the marketing and leasing of commercial real estate; and
- describe the legal and risk management elements in real estate management.

CBE.235 REMUNERATION

Remuneration A

(RMA7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to expose students to the foundational concepts of remuneration and allows for the application of theory to the remuneration process from job description to pay structure. At an intermediate level, students will constructively contribute to pay level, broad banding, and reward and recognition decisions. The module aids students in navigating organisational remuneration issues.

OUTCOMES

Students should be able to:

- compile and analyse job descriptions;
- conduct a job evaluation and evaluate a pay structure by applying relevant theory;
- develop an implementation plan for different pay structures; and
- compile a reward and recognition implementation plan.

CBE.236 RESEARCH METHODOLOGY

Research Methodology: Management

(RMD01A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to give practical guidance to business students who are required, as part of their programme, to formulate a research proposal towards a final assessment. Each Lecture Unit is structured around a particular topic and the different aspects relating to research methodology are described and explained.

OUTCOMES

Students should be able to:

- explain and implement the fundamentals of research;
- develop tools of research;
- create a problem statement: The heart of the research process;
- conduct and formulate, and plan the related literature;
- choose a research design and develop the research instrument;
- analyse statistical techniques for analysing quantitative data and qualitative data; and
- write the research proposal.

Research Methodology: Logistics

SEMESTER MODULE (RML01A1)

FULLY ONLINE (RML1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR MODULE (RML01A1)

SUBJECT TYPE: CE

CALCULATION CRITERIA FOR MODULE (RML1CP1)

SUBJECT TYPE: CE

PURPOSE

The purpose of this module is to guide the student through the research process and present sound research principles and methods. This module is a prerequisite for the module Logistics Research Project. Students should develop intellectual competencies and practical skills in a range of decisions relating to the research process and be able to conceptualise and conduct a research project.

OUTCOMES

Students should be able to:

- reflect on the key concepts, processes, and principles required in the implementation of a research project in the logistics environment; and
- report on the above in a research essay.

Research Methodology: Transport

SEMESTER MODULE (RMT01A1)

FULLY ONLINE (RMT1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (RMT01A1)

Subject Type: CE

CALCULATION CRITERIA FOR RMT1CP1

Subject type: CE

PURPOSE

The purpose of this module is to guide the student through the research process and presents sound research principles and methods. This module is a prerequisite for the module Transport Research Project. Students should develop intellectual competencies and practical skills in the range of decisions relating to the research process and be able to conceptualise and conduct a research project.

OUTCOMES

Students should be able to:

- reflect on the key concepts, processes, and principles required in the implementation of a research project in the transport environment; and
- report on the above in a research essay.

CBE.237 REVENUE MANAGEMENT FOR HOSPITALITY

Revenue Management for Hospitality

(RMH7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to deepen the understanding of both Yield and Revenue Management, which have become part of mainstream business theory and practice.

OUTCOMES

Students should be able to:

- evaluate the importance of revenue management as a strategic management technique and its potential benefits to the hospitality industry;
- understand the main concepts and practices behind Revenue Management;
- evaluate how it can be used to improve performance in the hospitality industry;
- calculate and interpret key financial ratios and performance indicators; and
- utilise an industry Property Management System to manage rate availability and groups.

CBE.238 RISK MANAGEMENT

Risk Management

(RIM01A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to provide students with the skills to evaluate project, operational, financial, and strategic risk in the business context.

OUTCOMES

Students who successfully complete this module will be able to:

- explain risk management and relate risk management in business and context;
- identify and evaluate the management of risk as a process;
- integrate risk management within the organisation through project, operational, financial and strategic risk and manage enterprise risk within the organisation; and
- apply the principles and standards of business continuity management.

CBE.239 SOCIOLOGY OF FOOD AND BEVERAGE

Sociology of Food And Beverage

(SFB7XB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to cover environmental sociology, political sociology, social inequality, sociology of science, gender, and cultural sociology as an impact on the provision of food and beverages. Within each of these perspectives, food and beverages are used as a focus to examine the intricate social, economic, and cultural associations that determine what people eat and drink. This module also explores food trends, politics and social movements as they relate to social identities, which include differences of class, gender, religion, race, and ethnicity, nutrition, and nutritional needs.

OUTCOMES

Students should be able to:

- apply a broad, sociological perspective to understand how food and beverage consumption practices are defined as social problems;
- use food and beverage as a focus to study the propagation of social inequality, addressing class, gender, religion, race, and ethnicity;
- examine how expert opinion and scientific knowledge help to define how food is produced and consumed;
- apply a sociological perspective of personal food and beverage consumption habits, environments, and cultures;
- assess the ecological implications of the current local and global food system, with respect to food security and changes in diversified farming systems;
- to equip students with skills and practices of sociological research methods such as participant observation and informal interviewing;
- evaluate community nutrition to determine well-being; and
- investigate the role of nutritional education and research in the South African population.

CBE.240 SOFTWARE PROJECT

Software Project

(SWP01Y1)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 30

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of the module is to implement a software solution for a complex business problem, applying new technologies, software paradigms, and platforms.

OUTCOMES

Students should be able to:

- develop a software solution for a complex business problem;
- manage a software project throughout its development lifecycle;
- develop and manage a software measurement programme; and
- manage a software configuration.

CBE.241 SOFTWARE REQUIREMENTS

Software Requirements

(SRM11A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to prepare students for entry into the software engineering profession. Maths and science courses give students the background they need to understand computing fundamentals and model and reason about software behaviour. Computer science and computer engineering courses show students how to design and solve problems in digital hardware and software. Core software engineering courses cover best software-development practices, including development processes, design criteria and analysis, technical documentation, testing and verification, and project management. Technical electives

cover advanced and specialised design techniques, and they give students the opportunity to apply their knowledge in developing large, complex software systems.

OUTCOMES

Students should be able to:

- negotiate the requirements for a new feature or product;
- specify and implement a software solution to meet those requirements;
- analyse alternative software architectures and design trade-offs identify and adapt design patterns;
- evaluate whether the final software product meets its requirements; and
- understand and extend existing software systems.

CBE.242 SOFTWARE TESTING

Software Testing

(SWT21B1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to focus on testing at all stages of the software development life cycle and ensure that students appreciate the importance of this and what it involves. Practical exercises and case studies are used to ensure that skills (testing methods, types, and techniques) can be easily transferred to projects in the workplace.

OUTCOMES

Students who successfully complete this course will be able to:

- understand why quality is key in all of the testing stages in the software development lifecycle;
- learn how to extract requirements and other relevant information from system stakeholders, project documentation, and other sources;
- be able to select suitable testing types and techniques based on the project's focus and the desired outcome;
- identify, prioritise, plan, create, and execute test cases in test management;
- effectively log and manage identified defects;
- accurately measure and report the progress of testing; and
- understand the importance of automation in testing.

CBE.243 SPECIAL INTEREST TOURISM

Special Interest Tourism

(SIT7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to equip the student with the understanding and knowledge applicable to strategic principles and techniques to develop objectives and strategies for a tourism product.

SPECIFIC OUTCOMES:

Students should be able to:

- conduct a strategic analysis for adventure tourism, festivals, events, and Local Economic Development (LED);
- formulate objectives based on the situational analysis; and
- use a range of techniques to develop a tourism product.

CBE.244 STRATEGIC MANAGEMENT

Strategic Management

(STR7XB1/STR01A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to provide students with the ability to apply the broad principles of strategic management which include strategic planning and strategic implementation.

OUTCOMES

Students should be able to:

- conduct strategic direction and environmental analysis;
- plan strategic formulation for long-term, competitive strategies and functional strategies;
- apply strategic implementation as drivers for strategic control and evaluation;
- differentiate between entrepreneurial and business strategy; and
- describe contemporary strategic applications of not-for-profit organisations and evaluate management concepts in the global marketplace.

CBE.245 STRATEGIC MARKETING

Strategic Marketing

(SMA7XB1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: SH

PURPOSE

The purpose of this module is to provide students with knowledge and competencies in the acquisition, interpretation understanding and the application of strategic marketing principles. Upon successful completion of this module, candidates will be able to contextualise their learning to a corporate environment and suggest improvements and interventions that can positively affect their working environments.

OUTCOMES

Students should be able to:

- analyse the business market environment and the nature of competition;
- compare marketing strategies at business and corporate levels;
- analyse international marketing strategy;
- evaluate corporate organisational structure and governance issues; and
- discuss cooperative marketing strategies, strategic leadership and style, and strategic entrepreneurship and corporate entrepreneurship.

CBE.246 STRATEGIC RETAILING

Strategic Retailing 1A

(STR12A1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to develop the applied and practical competencies of the student in the acquisition, understanding and application of strategic retailing. It provides an intensive, focused and applied specialisation within the field of retail to ensure that students have a deep and systematic understanding of current thinking, practice and theory in the field of Strategic Retail.

OUTCOMES

Students should be able to:

- demonstrate a systematic understanding of international retailing thinking, practice, theory, and methodology;
- apply the principles of international retailing to problems in case studies (scenarios) and reflect on the applications made;
- analyse international business and retail strategies;
- discuss cooperative strategy, strategic leadership, and style which will ensure strategic retailing practice;
- define and classify products, understand the nature and benefits of branding in a retailing environment; and
- discuss the current thinking and practice regarding multi-channel retailing.

Strategic Retailing 1B

(STR22B2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to allow the student to develop an implementable strategic plan for a retail organisation by drawing on the practical competencies that the student acquired throughout the programme. Students will make decisions based on their systematic understanding of current thinking, practice, and theory in the field of Strategic Retail.

OUTCOMES

Students should be able to:

- demonstrate cooperative, strategic leadership thinking and problem-solving in a retail situation;
- ensure strategic retailing practice;
- develop a strategic plan within a given retail situation; and
- apply the principles of retailing to problems in case studies (scenarios) and/or business simulations.

CBE.247 STRATEGIC TOURISM AND HOSPITALITY MANAGEMENT

Strategic Tourism and Hospitality Management

(STH7XB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of the day-to-day management of employee relations in the hospitality industry, with consideration for the specific needs of the industry. The students will understand progressive thinking about the employment relationship, organisational culture, leadership, conflict and power relations within an organisation.

OUTCOMES

Students should be able to:

- appraise the strategic role of organisational culture and the dynamics of power within a hospitality organisation;
- interpret the dynamics of power in organisations;
- critically analyse the causes and influence of conflict in organisational behaviour;
- Criticise cross-cultural management challenges within the hospitality industry internationally and propose possible solutions,
- develop insight and an understanding of the importance of roles, needs for, and functions of leadership in the service industry;
- suggest ways to manage strategic change in the continuously and rapidly changing tourism and hospitality business environment; and

- design strategic innovation methods to assist the organisation in reinventing its strategies.

CBE.248 TAXATION

Taxation

(ADIA002)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 30

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to provide students with knowledge of fundamental concepts of taxation and how to apply the principles of the South African Tax Act.

OUTCOMES

Students should be able to:

- discuss and apply the principles of taxation of companies in integrated and advanced practical case studies; and
- discuss and apply the principles of taxation of individuals in integrated and advanced practical case studies.

CBE.249 TOURISM DEVELOPMENT

Tourism Development A

(TDE7XA1)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is for students to acquire the necessary knowledge to understand the issues associated with tourism development in the context of the developing world in relation to global developments. This module also aims at exposing students to growing tourism niche areas where students can critically reflect on the key policy-related issues influencing and impacting tourism development.

OUTCOMES

Students should be able to:

- reflect on current issues affecting the development of tourism and key policy issues influencing and impacting tourism with a focus on the developing world in relation to global developments;
- identify and discuss the growing niche/special interest areas of tourism;
- critically discuss the issues associated with growing niche/special interest areas of tourism;
- acquire advanced knowledge of the practice of tourism development from a multi-disciplinary perspective relating to;
- the economics of tourism;
- the politics of tourism;
- the sociology of tourism; and
- the anthropology of tourism.

Tourism Development B

(TDE7XB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 20

CALCULATION CRITERIA

Subject Type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of cultural heritage tourism. The topics that will be covered would be to formulate and appraise appropriate cultural heritage tourism development strategies, which will enable students to independently perform functions associated with the planning and development of sustainable cultural heritage tourism.

OUTCOMES

Students should be able to:

- apply advanced knowledge of the issues relating to cultural tourism and Cultural Heritage Management (CHM) of cultural heritage assets;
- explore the issues, challenges, and types of cultural heritage products development in South Africa;
- apply the best practice management models for CHM for the sustainability of South Africa's cultural heritage; and
- evaluate the role of cultural heritage products in disadvantaged communities in South Africa.
- advanced knowledge of the issues relating to cultural tourism and cultural heritage management CHM of cultural heritage assets;
- explore the issues, challenges, and types of cultural heritage product development in South Africa;
- apply the best practice management models CHM for the sustainability of Cultural Heritage; and
- evaluate the role of cultural heritage products in disadvantaged communities in South Africa.

CBE.250 TRADING IN FINANCIAL MARKETS

Trading in Financial Markets

(TFM1CP1/TFM2CP1)

FULLY ONLINE CAROUSEL MODULES (TFM1CP1/TFM2CP1)

SEMESTER MODULE (A3FTF7X)

NQF LEVEL: 7

NQF CREDITS: 25

CALCULATION CRITERIA FOR (TFM1CP1/TFM2CP1)

Subject Type: CE

CALCULATION CRITERIA FOR (A3FTF7X)

Subject Type: SH

PURPOSE

The purpose of this module is to relate knowledge of the trading systems and processes used in the financial market trading environment, with a focus on Alternative Assets.

Foreign Exchange and Derivatives Markets, as well as to provide a framework necessary to implement client market orders in the financial market.

OUTCOMES

Students should be able to:

- explain trading methodology and automated trading processes within the Alternative Assets, Foreign Exchange and Derivatives Markets;
- describe and explain how the financial markets are structured, how they function, the different trade types, execution mechanisms, investor positions, characteristics, and risks;
- discuss the legislation and regulations regarding trading in different financial markets and the provision of information to clients;
- describe and explain the Alternative Investment Market, its securities, and characteristics;
- assess the value of the alternative investment securities by applying the correct valuation methods;
- describe and explain the Foreign Exchange market, its securities, and characteristics;
- apply the correct methods to calculate Foreign Exchange transactions;
- describe and explain the Derivatives market, its securities and characteristics; and
- apply the correct methods to calculate Derivative market transactions and assess the value of Derivative securities.

CBE.251 TRANSPORTATION OPERATIONS AND COSTING

Transport Operations and Costing

SEMESTER MODULE (TOC01B1)

FULLY ONLINE (TOC1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (TOC01B1)

Subject type: SH

CALCULATION CRITERIA FOR (TOC1CP1)

Subject Type: CE

PURPOSE

The purpose of this module is to enable students to discuss the role and importance of transport operations and costing in the South African context, and to develop competencies to analyse, evaluate, and implement information on various aspects of transport operations in order to resolve transportation problems, maximise profitability, and satisfy customer needs.

OUTCOMES

Students should be able to:

- identify relevant operational processes within the transport industry;
- define and analyse the operational aspects pertaining to various transportation modes;
- calculate costing related to transportation modes;
- determine a pricing structure for profitability and sustainability;
- reflect on the importance of routing and scheduling transportation equipment across the industry;
- manage a fleet operation; and
- manage carrier replacement and selection processes.

CBE.252 TRANSPORT PLANNING AND MANAGEMENT

Transport Planning and Management

SEMESTER MODULE (TPM01B1)

FULLY ONLINE (TPM1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (TPM01B1)

Subject type: SH

CALCULATION CRITERIA FOR (TPM1CP1)

Subject type: CE

PURPOSE

The purpose of this module is to provide students with skills and competence in planning and managing transport for the safe and efficient movement of people and goods, as well as contributing to the delivery of sustainable transport. The student will learn the techniques and methodologies of transport planning and management needed to make decisions, or to provide the necessary information for others to make policy decisions.

OUTCOMES

Students should be able to:

- define and explain the scope of transport planning;
- analyse traffic/transport problems in urban areas;
- analyse transport problems in rural areas;
- utilise transportation planning processes in order to conduct relevant transport studies; and
- reflect on the factors that contribute and/or minimise traffic accidents.

CBE.253 TRANSPORT POLICY AND LEGISLATION

Transport Policy and Legislation

SEMESTER MODULE (TLP01A1)

FULLY ONLINE (TPL1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (TLP01A1)

Subject type: SH

CALCULATION CRITERIA FOR (TPL1CP1)

Subject type: CE

PURPOSE

The purpose of this module is to enable students to acquire intellectual knowledge, skills and applied competence in comprehending the concept, role and framework of transport policy as well as understanding the application of relevant transport legislation with particular focus on the South African scenario. Students

will learn how policy is formulated and applied in order to resolve contemporary transport challenges. Students will also learn how to interpret the legal provisions of relevant transport legislation.

OUTCOMES

Students should be able to:

- reflect on policy formulation and the need for transport policy;
- analyse the purpose, goals and objectives of National and Regional Transport Policies;
- identify and analyse the major provisions of the National Land Transport Act;
- identify and analyse the major provisions of the National Road Traffic Act; and
- analyse the consequences and assess measures to mitigate unethical conduct in the transport sector.

CBE.254 TRANSPORT RESEARCH PROJECT

Transport Research Project

SEMESTER MODULE (TRP01B1)

FULLY ONLINE (TRP1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR BOTH MODULES

Subject type: CE

PURPOSE

The purpose of this module is to equip students to be able to implement a research project by undertaking a study on a specific research problem in the transport industry. Students will collect and analyse data, interpret their findings, draw meaningful conclusions and offer recommendations pertaining to the transport industry.

OUTCOMES

Students should be able to:

- apply critical thinking skills;
- apply foundational research skills to address a research question;
- demonstrate planning, time, and change management skills;
- undertake research independently; and
- communicate research results clearly, comprehensively, and persuasively in a research essay.

SECTION I: ADVANCED DIPLOMA MODULES TO OTHER FACULTIES

**CALCULATION CRITERIA, PURPOSE, AND OUTCOMES OF SERVICE MODULES
OFFERED BY THE COLLEGE OF BUSINESS AND ECONOMICS FOR ADVANCED
DIPLOMA PROGRAMMES IN OTHER FACULTIES**

CBE.255 FINANCIAL PLANNING AND CONTROL

Financial Planning and Control

(FPC7X02)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce basic costing techniques and methods. In this module, students will identify and analyse cost and management accounting techniques and prepare information for decision-making purposes.

OUTCOMES

Students should be able to:

- prepare information for internal decision-making;
- calculate and evaluate the different aspects of cost-volume-profit analysis;
- identify, apply, and evaluate short-term decision-making techniques by incorporating relevant costing principles; and
- discuss the factors that influence the decision-making process.

SECTION J: ADVANCED DIPLOMAS SERVICE MODULES OFFERED TO CBE

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF SERVICE MODULES OFFERED BY OTHER FACULTIES FOR ADVANCED DIPLOMAS IN THE COLLEGE OF BUSINESS AND ECONOMICS

CBE.256 QUANTITATIVE TECHNIQUES

Quantitative Techniques

SEMESTER MODULE (QAN01B1)

FULLY ONLINE (QAN1CP1)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR MODULE (QAN01B1)

Subject type: SH

CALCULATION CRITERIA FOR MODULE (QAN1CP1)

Subject type: CE

PURPOSE

The purpose of this module is to develop the students' ability to solve logistical problems through applying appropriate calculations.

OUTCOMES

Students should be able to:

- display data analysed in simple, clear formats that can be used in company/organisational reports; and
- solve problems (within the logistics domain) using appropriate calculations.

SECTION K: FOUNDATION MODULES FOR BCOM EXTENDED DEGREES

CALCULATION CRITERIA, PURPOSE, AND OUTCOMES OF MODULES AND SERVICE MODULES OFFERED IN THE COLLEGE OF BUSINESS AND ECONOMICS AND BY OTHER FACULTIES FOR THE FOUNDATION MODULES FOR BACHELOR OF COMMERCE EXTENDED DEGREE PROGRAMMES

CBE.257 BASIC MATHEMATICS AND APPLICATION IN ECONOMICS AND BUSINESS

Basic Mathematics and Applications in Economics and Business A and B

The definition of couplet modules is on page 53, point 4.2.2.

Basic Mathematics and Applications in Economics and Business A

SEMESTER MODULE (COUPLET MODULE)

NQF LEVEL: 5

(MAEB0A1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: KK

PURPOSE

This module is foundational in nature, specifically designed to cover selected applications in the economic sciences. It has as its primary purpose the development of specific mathematical skills (relevant to the economic sciences) for students to cope with the mathematical demands of relevant regular modules in BCom degree programmes.

OUTCOMES

Students should be able to:

- perform basic algebraic operations accurately;
- apply consistently, the features of a straight line to selected problems in the economic sciences;
- solve methodically, simultaneous equations and apply them to selected problems in the economic sciences;
- apply methodically non-linear functions to selected areas in the economic sciences; and
- apply the rules of differentiation logically to selected areas in the economic sciences.

Basic Mathematics and Applications in Economics and Business B**SEMESTER MODULE (COUPLET MODULE)****NQF LEVEL: 5****(MAEB0B1)****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: KK****PURPOSE**

This module is foundational in nature, specifically designed to cover selected applications in the economic sciences. It has as its primary purpose the development of specific mathematical skills (relevant to the economic sciences) for students to cope with the mathematical demands of relevant regular modules in BCom degree programmes.

OUTCOMES

Students should be able to:

- apply consistently, the features of a straight line to selected problems in the economic sciences;
- apply the rules of differentiation to selected areas in the economic sciences, logically;
- determine, and interpret logically, selected variables/elements relating to finance; and
- interpret selected concepts relating to basic statistics clearly and undertake calculations involving such concepts.

CBE.258 ECONOMIC AND BUSINESS ENVIRONMENT**The Economic and Business Environment A****(EBE00A1)****SEMESTER MODULE****NQF LEVEL: 5****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

This module is foundational in nature and has as its primary purpose the development and preparation of students for regular undergraduate first-year modules in economics, by covering core themes in combination with academic development elements and skills.

OUTCOMES

Students should be able to:

- place the study of economics, as a discipline, clearly in context in respect of BCom degree studies and careers in the economic sciences;
- examine the nature of logic and reasoning in economic theory;
- illustrate and interpret clearly the various analytical and graphical tools used in economics;
- explain fully the different economic problems relating to scarcity and choice and discuss how they may be addressed, with specific attention to a market-oriented economy;
- provide a comparative analysis of the behaviour of consumers and producers under different market structures, with the use of selected microeconomic models and tools of analysis, giving particular attention to perfect competition;
- discuss in detail, macroeconomic goals and policy, with the use of selected macroeconomic models and tools of analysis; and
- debate broadly, selecting real-world situations based on themes covered in this module.

The Economic and Business Environment B**(EBE00B1)****SEMESTER MODULE****NQF LEVEL: 5****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

This module is foundational in nature and has as its primary purpose the development and preparation of students for regular undergraduate first-year modules in business management, by covering core themes in combination with academic development elements and skills.

OUTCOMES

Students should be able to:

- place the study of business management, as a discipline, clearly in context in respect of BCom degree studies and careers in the economic sciences;
- examine objectively the nature of logic and reasoning applied in business management;
- illustrate and interpret clearly the various analytical and graphical tools used in business management;
- explain basic business problems/decisions and how they may be fully approached, with a focus on the business environment and basic management principles;
- explain in detail, basic business problems/decisions and how they may be addressed, with a focus on a functional approach to business management; and
- debate broadly selected real-world situations, applicable to business and based on selected themes covered in this module.

CBE.259 FINANCIAL RECORDING, ANALYSIS, AND MANAGEMENT

Financial Recording, Analysis and Management A

(FRAM0A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module is foundational in nature and has as its primary purpose the development and preparation of students for regular undergraduate first-year modules in accounting by covering core themes in respect of the recording, analysis, and evaluation of the financial activities and results of a business, in combination with academic development elements and skills.

OUTCOMES

Students should be able to:

- place the study of accounting, as a discipline, clearly in context in respect of BCom degree studies and careers in the financial sciences;
- examine objectively the nature of logic and reasoning applied in accounting;
- illustrate and interpret the various analytical and graphical tools used in accounting clearly;
- explain and apply the basic concepts, requirements, and principles that underlie the practice of accounting fully;
- process financial transactions, adjustments, and results within a structured accounting system (entailing interpretation, analysis, and recording) logically; and
- debate broadly, selected real-world situations, relating to the practice and development of accounting as a science.

Financial Recording, Analysis and Management B

(FRAM0B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module is foundational in nature and has as its primary purpose the preparation of students for regular undergraduate first year and subsequent modules in financial management, by covering core themes in respect of the tools of measurement, analysis, and evaluation; and other relevant issues concerning the acquisition, investment, and administration of finances, in combination with academic development elements and skills.

OUTCOMES

Students should be able to:

- place the study of financial management, as a discipline, clearly in context in respect of BCom degree studies and careers in the financial sciences;
- examine objectively the nature of logic and reasoning applied in financial management;

- illustrate, interpret, and apply the various analytical and other tools used in financial management clearly;
- explain and apply the core concepts and tools in financial analysis and evaluation fully;
- process relevant financial information using basic instruments, measures/indicators, and calculations in financial management logically; and
- debate broadly, selecting real-world situations, relating to the practice and development of financial management.

CBE.260 LANGUAGE FOR ECONOMIC SCIENCES

Language for the Economic Sciences

(LES0X00)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Continuous assessment: These modules will be assessed using continuous assessment, consisting of summative assessments during the year. Students will not write a formal final summative assessment. Therefore, the year mark will also be the final mark with a year mark and last assessment mark weight contribution of 100:0.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module is foundational in nature and has as its primary purpose, the development of the academic literacies that students need, thereby facilitating learning and enabling them to succeed in their chosen field of study in the economic sciences.

OUTCOMES

Students should be able to:

- access, process, evaluate, and use information effectively and responsibly, from a variety of sources and situations;
- apply, effectively and responsibly, language and literacy practices and conventions in academic contexts;
- produce coherent and cohesive academic texts in a style appropriate to his/her field of study in the economic sciences;
- use appropriate communication strategies for specific purposes and situations; and
- develop and apply effectively a variety of personal management and self-reliance skills.

CBE.261 MASTERING OF ACADEMIC AND PROFESSIONAL SKILLS

Mastering of Academic and Professional Skills

(APS0X00)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Continuous assessment: These modules will be assessed using continuous assessment, consisting of summative assessments during the year. Students will not write a formal final summative assessment. Therefore, the year mark will also be the final mark with a year mark and last assessment mark weight contribution of 100:0.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module is foundational in nature and has as its primary purpose, the development and mastering of academic and professional skills required to facilitate learning for students in the regular courses of their BCom degree studies. The module enables a student to develop a comprehensive perspective and effective strategies for successful adaptation to the higher education environment, with the aim of being successful in a chosen BCom programme.

OUTCOMES

Students should be able to:

- demonstrate effectively the use of individualised study methods, involving summarisation and memorisation techniques, in their chosen field of study in the economic sciences;
- read on a first-year Higher Education (HE) level, at a minimum required level;
- apply selected approaches towards the career development process effectively;
- demonstrate computer competence in Microsoft Office (Word, Excel, and PowerPoint), internet research, and the use of email;
- apply professional and personal strategies for success in the chosen field of study in the economic sciences; and
- communicate and present written and oral information professionally, accurately, and skilfully.

SECTION L: BACHELOR OF ARTS, BACHELOR OF COMMERCE AND BACHELOR DEGREES MODULES

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF ALL MODULES OFFERED IN THE COLLEGE OF BUSINESS AND ECONOMICS FOR BACHELOR OF ARTS DEGREES, BACHELOR OF COMMERCE DEGREES AND BACHELOR DEGREE PROGRAMMES

CBE. 262 4IR ACCOUNTING

The mark achieved in the 4IR module will not be included when the calculation is done to see if the qualification has been achieved with distinction.

4IR ACCOUNTING A and B
(ACC4IRA/ACC4IRB)
SEMESTER MODULE
NQF LEVEL: 7

NQF CREDITS: 6

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to equip students with advanced Microsoft Excel skills and to introduce students to concepts and technologies of the Fourth Industrial Revolution (4IR), as they relate to business and accounting.

OUTCOMES

Students should be able to:

- apply the principles of data analysis using intermediate and advanced functions in Microsoft Excel, with relevant application to modules within this qualification; and
- discuss 4IR technologies and concepts as part of the accountant's toolkit.

CBE.263 ACCOUNTING

Accounting A and B: 1A and 1B: 2A and 2B are couplet modules

The definition of couplet modules is on page 53, point 4.2.2.

Accounting A
COUPLET MODULE (ACC0AA1)
ONLINE MODULE (ACC01AO)
NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (ACC0AA1)

Subject type: CE

CALCULATION CRITERIA FOR (ACC01AO)

Subject type: SH

PURPOSE

The purpose of this module is to cover the basic concepts of accounting, the recording of various elementary transactions, and the accounting cycle. This forms the basis for further modules in the analysis, interpretation, and application of accounting. The only further module for which Accounting A is an acceptable credit is Accounting B. Accounting A and Accounting B are not modules sufficient to allow entry into any accounting module on a second-year level.

OUTCOMES

Students should be able to:

- discuss and apply the basic concepts in accounting;
- discuss and record simple transactions with reference to the accounting equation;
- account for information in the general ledger;
- journalise simple transactions;
- prepare a trial balance and detect and correct trial balance errors;
- discuss the accounting cycle;
- discuss and apply the different inventory methods to calculate profit;
- identify, measure, present, disclose, and record the different asset categories in the annual financial statements for basic transactions;
- calculate, journalise, and disclose depreciation using different methods;
- calculate, journalise and disclose the amortisation of intangible assets;
- identify, measure, record, present, and disclose the disposal of assets;
- adjust the ledger accounts according to the accrual basis;
- record transactions in the relevant subsidiary journals;
- apply the basic principles of value-added tax;
- discuss and record transactions in the receivables and payables control accounts;
- discuss and apply the reconciliation of receivables and payables with their respective lists;
- identify, explain, calculate, and record: sales or trade discount; settlement or cash discount; bad debts and allowance for credit losses;
- present receivables and payables in the statement of financial position;
- define inventories according to IAS 2 *Inventories*;
- name, discuss, and apply the different methods to measure the cost of inventories;
- define, calculate, and measure net realisable value, fair value, and lower of cost;
- record transactions relevant to inventories;
- present and disclose inventories in the financial statements;
- discuss and record all cash transactions; and
- reconcile the balance of the bank account per the general ledger with the balance per the bank statement.

Accounting B

COUPLET MODULE (ACC0BB1)

ONLINE MODULE (ACC01BO)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA (ACC0BB1)

Subject type: CE

CALCULATION CRITERIA FOR (ACC01AO)

Subject type: SH

PURPOSE

The purpose of this module is to further develop the basic principles of accounting taught in Accounting A with reference to specific scenarios and entities. Accounting A and Accounting B are not modules sufficient to allow entry into any accounting module on a second-year level.

OUTCOMES

Students should be able to:

Non-trading entities:

- prepare a statement of receipts and payments and financial statements in respect of non-trading entities;
- account for transactions in the general ledger; and
- identify, explain, calculate, record, present, and disclose receivables, payables, inventories, cash, and property, plant, and equipment.

Partnerships:

- discuss and apply the principles of partnerships;
- account for information in the general ledger of a partnership; and
- prepare financial statements of a partnership.

Company financial statements:

- discuss the company as a form of entity briefly;
- discuss, calculate, and record share transactions of a simple nature; and
- prepare the following components of the annual financial statements of a company according to the minimum requirements of the Companies Act (71 of 2008) and International Financial Reporting Standards: statement of financial position; statement of comprehensive income; statement of changes in equity and accounting policies and explanatory notes.

Statement of Cash flow:

- a simple statement of cash flow with notes, under the following headings, is prepared in accordance with IAS 7 Statement of Cash Flows:
 - cash flows from operating activities;
 - cash flow from investing activities;
 - cash flow from financing activities; and
 - net change in cash and cash equivalents.

Budgets:

- calculate and prepare a cash budget, budgeted statement of comprehensive income, budgeted statement of changes in equity, and budgeted statement of financial position; and
- prepare cash budgets and budgeted financial statements.

Accounting 1A

COUPLET MODULE (ACC01A1)

ONLINE MODULE (ACC01AO)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (ACC01A1)

Subject type: SH

CALCULATION CRITERIA FOR (ACC01AO)

Subject type: SH

PURPOSE

The purpose of this module is to understand and account for basic transactions and events in a profit-oriented entity and the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- demonstrate a detailed knowledge and understanding of basic transactions and events by accounting for these transactions and events in line with the requirements of International Financial Reporting Standards (IFRS); and
- prepare Financial Statements to account for the following Transactions and Events:
 - the Conceptual Framework for Financial Reporting;
 - presentation of Financial Statements, the Investing Activities, Financing Activities, and the operating activities of a Sole Trader;
 - the review and adjustments process;

- the closing-off process;
- Value Added Tax;
- Payables and Receivables;
- Cash and Cash Equivalents; and
- Property, Plant and Equipment.

Accounting 1B

COUPLET MODULE (ACC01B1)

ONLINE MODULE (ACC01AO)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (ACC01B1)

Subject type: SH

CALCULATION CRITERIA FOR (ACC01AO)

Subject type: SH

PURPOSE

The purpose of this module is to understand and account for basic transactions and events in a profit-oriented entity and the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- demonstrate detailed knowledge and understanding of basic transactions and events by accounting for these transactions and events in line with the requirements of International Financial Reporting Standards (IFRS); and
- prepare financial statements to account for the following transactions and events: a finance lease in the records of the lessee;
- intangible assets (Trade Marks);
- inventories;
- investment in another entity's equity instruments;
- loans;
- presentation of general-purpose financial statements;
- investment property;
- provisions and contingencies;
- Revenue;
- statement of cash flows;
- the company as a form of entity (Companies Act of 2008 (Act 71 of 2008), share transactions, distributions to owners, auditors' remuneration, directors' remuneration, Income Tax expense, preliminary Income Tax payments; and
- demonstrate detailed knowledge and understanding of the Conceptual Framework for financial reporting.

Accounting 2A

SEMESTER MODULE (COUPLET MODULE) (ACT02A2)

ONLINE MODULE (ACT02AO)

NQF LEVEL: 6

NQF CREDITS 12

CALCULATION CRITERIA FOR (ACT02A2)

Subject type: SH

CALCULATION CRITERIA FOR (ACT02AO)

Subject Type: CE

PURPOSE

The purpose of this module is to obtain integrated knowledge of intermediate transactions and events, and to obtain basic knowledge of advanced transactions and events in a profit-oriented entity, and to apply this knowledge to the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- understand and account for the following intermediate and advanced transactions and events:
 - capitalisation of borrowing costs;
 - employee benefits;
 - financial instruments;
 - impairment assets;
 - intangible assets;
 - investment properties;
 - leases;
 - property, plant and equipment;
 - revenue; and
 - the effects of changes in foreign exchange rates.
- prepare and present financial statements to account for the above transactions and events.

Accounting 2B

SEMESTER MODULE (COUPLET MODULE) (ACT02B2)

ONLINE MODULE (ACT02BO)

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (ACT02B2)

Subject type: SH

CALCULATION CRITERIA FOR (ACT02BO)

Subject Type: CE

PURPOSE

The purpose of this module is to obtain integrated knowledge of intermediate transactions and events, and to obtain basic knowledge of advanced transactions and events in a profit-oriented entity, and to apply this knowledge to the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- understand and account for the following intermediate and advanced transactions and events:
 - accounting policies;
 - changes in accounting estimates and errors;
 - business combinations;
 - earnings per share;
 - events after the reporting period;
 - inventories;
 - non-current assets held for sale and provisions; and
 - contingent liabilities and contingent assets;
- prepare and present financial statements to account for the above transactions and events; and
- prepare and present consolidated financial statements.

Accounting 3AB

(ACC3AB0)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 32

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to provide students with the basic knowledge and skills to account for advanced transactions and events and disclose these in the financial reports of profit-oriented entities. For each of the various transactions or events, students will understand the relevant accounting principles and apply them to practical scenarios. The knowledge and skills gained in this module prepare students for further studies in accounting and entry-level finance or accounting positions.

OUTCOMES

Students should be able to:

- calculate and prepare the journal entries of the following advanced accounting transactions and events, and present them in the financial statements of profit-oriented entities in accordance with the conceptual foundations of International Financial Reporting Standards (IFRS) revenue;
- employee benefits;
- income taxes (including deferred tax);
- provisions, contingent assets and contingent liabilities;
- accounting policies, changes in accounting estimates and prior period errors;
- borrowing costs;
- leases;
- foreign exchange transactions;
- financial instruments;
- property, plant and equipment;
- asset impairments;
- investment property;
- business combinations
- financial instruments;
- consolidated financial statements
- investments in associates;
- investment in joint ventures;
- advise on the use of other reporting frameworks, and
- discuss the principles underlying integrated and sustainability reporting.

Accounting 11

(ACC1CP1)

ONLINE MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to understand and account for basic transactions and events in a sole proprietor and the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- understand and discuss the Conceptual Framework for the preparation and presentation of financial instruments;
- prepare and present financial statements in conformity with IFRS standards;
- identify, measure, record, present, and disclose the investing activities, financing activities, and the operating activities of a sole trader;
- understand and account for the review and adjustment process;
- understand and account for the closing-off process;
- understand and account for Value Added Tax;
- understand and account for payables and receivables; and
- understand and account for cash and cash equivalents.

Accounting 12

(ACC2CP1)

ONLINE MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to understand and account for basic transactions and events in a sole proprietor and the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- understand and account for property, plant and equipment;
- understand and account for inventories in a trading entity;
- understand and account for liabilities;
- understand and account for intangible assets;
- understand and account for investment in another entity's equity instruments;
- understand and account for provisions and contingencies;
- prepare and present cash flow statements; and
- understand and account for revenue.

Accounting 21
ONLINE MODULE
NQF LEVEL: 6

(ACC1CP2)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to obtain integrated knowledge of intermediate transactions and events and to obtain basic knowledge of advanced transactions and events in a profit-oriented entity and the financial reporting thereof in a contemporary environment.

OUTCOMES

Students should be able to:

- prepare and present financial statements in conformity with IAS 1 Presentation of Financial Statements;
- understand and discuss the Conceptual Framework for financial reporting;
- understand and account for Property, Plant and Equipment (excl. revaluations) in accordance with IAS 16;
- understand and account for Investment Property in accordance with IAS 40;
- understand and account for Intangible assets in accordance with IAS 38;
- understand and account for Leases in accordance with IFRS 16;
- understand and account for Impairments in accordance with IAS 36;
- understand and account for Non-current assets held for sale in accordance with IFRS 5;
- understand and account for Revenue transactions in accordance with IFRS 15;
- understand and account for Employee Benefits in accordance with IAS 19;
- understand and account for Financial Instruments in accordance with IAS 32 and IFRS 9 (excluding impairments);
- understand and account for the effects of Foreign Exchange transactions in accordance with IAS 21; and
- understand the terms income and expenses, gains and losses, and know how they should be recognised in the statement of profit and loss and other comprehensive income.

Accounting 22
ONLINE MODULE
NQF LEVEL: 6

(ACC2CP2)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to obtain integrated knowledge of intermediate transactions and events and to obtain basic knowledge of advanced transactions and events in a profit-oriented entity and the financial reporting thereof in a contemporary environment. Furthermore, the purpose of this module is to understand and apply basic to intermediate consolidation procedures for accounting for subsidiaries.

OUTCOMES

Students should be able to:

- understand and account for Inventories in accordance with IAS 2;
- understand and account for Provisions, Contingent Liabilities and Contingent Assets;
- in accordance with IAS 37;
- understand and account for Events after the Reporting Period in accordance with IAS 10;
- understand and account for Share Transactions in accordance with IAS 33;
- understand and account for Changes in Accounting Estimates and Prior Period Errors in accordance with IAS 8;
- prepare the Statement of Changes in Equity in accordance with the principles of IAS 1;
- understand the theory and background to Group Statements and account for Business Combinations in accordance with IFRS 3; and
- prepare Group Financial Statements in accordance with IAS 1, IAS 27 and IFRS 10.

Accounting 31
ONLINE MODULE
NQF LEVEL: 7

(ACC1CP3)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with the knowledge and ability to account for advanced transactions and events in broader entities and to be able to prepare the financial reports thereof. Lastly, students should be able to demonstrate a basic understanding of the principles underlying integrated reporting practices by applying these principles to practical scenarios.

Furthermore, the purpose of this module is to teach students the International Financial Reporting Standards (IFRS) external reporting requirements, specifically with regards to the preparation of financial statements.

OUTCOMES

Students should be able to:

Do the calculations and prepare the journal entries in accordance within the conceptual foundations of (IRFS) and to prepare the financial reporting thereof for the following types of advanced transactions and events:

- Conceptual Framework;
- presentation of financial statements
- revenue;
- share-based payment;
- deferred tax and Income Tax;
- provisions, contingent assets, and contingent liabilities;
- accounting policies, changes in accounting estimates, and prior period errors;
- earnings per share;
- borrowing costs;
- leases;
- foreign exchange transactions;
- financial instruments (hedging);
- property, plant and equipment;
- asset impairments; and
- investment property.

Accounting 32
ONLINE MODULE
NQF LEVEL: 7

(ACC2CP3)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with the knowledge and ability to account for advanced transactions and events in broader entities and to be able to prepare the financial reports thereof. Lastly, students should be able to demonstrate a basic understanding of the principles underlying integrated reporting practices by applying these principles to practical scenarios. Furthermore, the purpose of this module is to understand and apply consolidation procedures in integrated scenarios and those involving basic changes in ownership.

OUTCOMES

Students should be able to:

Do the calculations and prepare the journal entries in accordance with the conceptual foundations of International Financial Reporting Standards (IFRS) and prepare the financial reporting thereof for the following types of advanced transactions and events:

- business combinations;
- financial instruments;
- consolidated financial statements;
- investments in associates; and
- investments in joint ventures.

Accounting 100
YEAR MODULE
NQF LEVEL: 5

(ACC100)

NQF CREDITS: 28

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to help students attain a basic proficiency level in dealing with routine accounting transactions. An appropriate level of knowledge and understanding of routine transactions and events should be gained. This knowledge and understanding will enable students to execute practical case studies of these routine accounting transactions at a basic proficiency level, to the extent possible in an academic environment.

OUTCOMES

Students should be able to gain knowledge, have an understanding and be able to execute tasks (practical applications) at a basic level relating to routine accounting transactions and events in relation to:

- the Conceptual Framework for financial reporting;
- presentation of financial statements;
- presentation of general-purpose financial statements;
- the review and adjustments process;
- the closing-off process;
- Value Added Tax;
- payables and receivables;
- accounting systems and subsidiary records;
- property, plant and equipment;
- inventories - trading entity;
- cash and cash equivalents;
- the company as a form of entity, Companies Act of 2008 (Act 71 of 2008), share transactions, distributions to owners, auditors' remuneration, directors' remuneration, Income Tax expense, preliminary Income Tax payments;
- statement of cash flows;
- intangible assets (Trade Marks);
- investment in another entity's equity instruments;
- loans;
- leases agreements in the records of the lessee;
- borrowing costs on funds specifically borrowed to obtain a qualifying asset;
- investment property;
- provisions and contingencies;

- events after the reporting period; and
- revenue.

Accounting 200
YEAR MODULE
NQF LEVEL: 6

(ACC200)

NQF CREDITS: 30

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to help students attain an intermediate proficiency level in dealing with routine accounting transactions. An intermediate knowledge and understanding of routine transactions and events should be gained. This intermediate knowledge and understanding will enable students to execute practical applications at an intermediate level, to the extent possible in an academic environment. The module will also give students basic proficiency levels in dealing with non-routine transactions.

OUTCOMES

Students should gain knowledge and understanding and be able to execute tasks (practical applications) at an intermediate level relating to routine events and transactions incurred in relation to:

- inventories;
- property, plant and equipment;
- intangible assets;
- investment properties;
- revenue;
- financial instruments (recognition and measurement, presentation and disclosure);
- provisions, contingent liabilities and contingent assets;
- leases; and
- impairment of assets.

Such routine events and transactions should be treated in terms of the framework for the preparation and presentation of financial statements and International Financial Reporting Standards (IFRS) requirements relating to the presentation of financial statements in single as well as group statements, taking into account the impact on sustainability reporting. The reporting of earnings per share is also discussed.

Students should gain knowledge and understanding and be able to execute tasks (practical applications) at a basic level relating to the following non-routine events and transactions:

- business combinations;
- individual non-current assets held for sale;
- accounting policies, changes in estimates, and errors;
- employee benefits;
- foreign exchange transactions; and
- events after the reporting period.

Accounting 300
YEAR MODULE
NQF LEVEL: 7

(ACC300)

NQF CREDITS: 34

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is for students to develop intellectual skills to be able to account for practical and integrated case studies, as well as prepare and present comprehensive financial statements to fully comply with the requirements of the International Financial Reporting Standards (IFRS) with regard to intermediate

to advanced routine transactions and intermediate non-routine transactions. Students should also develop a basic awareness of the accounting issues relating to specialised reporting.

OUTCOMES

Students should be able to:

- account for integrated practical case studies on an intermediate to advanced level, as well as present and disclose integrated accounting transactions on an intermediate to advanced level in the statement of comprehensive income, statement of changes in equity and statement of financial position in accordance with the following International Financial Reporting Standards and/or interpretations dealing with routine transactions:
The Conceptual Framework for Financial Reporting:
 - IAS 1 – Presentation of Financial Statements;
 - IAS 2 – Inventories;
 - IAS 7 – Statements of Cash Flows;
 - IAS 10 – Events after the Reporting Period;
 - IAS 12 – Income Taxes;
 - IAS 16 – Property, Plant and Equipment;
 - IAS 19 – Employee Benefits;
 - IAS 27 – Separate Financial Statements;
 - IAS 28 – Investments in Associates and Joint Ventures;
 - IAS 32 – Financial Instruments: Presentation;
 - IAS 36 – Impairment of Assets;
 - IAS 37 – Provisions, Contingent Liabilities and Contingent Assets;
 - IAS 38 – Intangible Assets;
 - IAS 40 – Investment Properties;
 - IFRS 7 – Financial Instruments: Disclosure;
 - IFRS 9 – Financial Instruments;
 - IFRS 10 – Consolidated Financial Statements;
 - IFRS 11 – Joint Arrangements;
 - IFRS 13 – Fair Value;
 - IFRS 15 – Revenue from Contracts with Customers; and
 - IFRS 16 – Leases.
- account for integrated practical case studies on an intermediate level, as well as present and disclose integrated accounting transactions on an intermediate level in the statement of comprehensive income, statement of changes in equity, and statement of financial position in accordance with the following International Financial Reporting Standards and/or Interpretations dealing with non-routine transactions;
 - IAS 8 – Accounting Policies, Changes in Accounting Estimates and Errors;
 - IAS 20 – Accounting for Government Grants and Disclosure of Government Assistance;
 - IAS 21 – The Effects of Changes in Foreign Exchange Rates;
 - IAS 23 – Borrowing Cost;
 - IAS 24 – Related Party Disclosures;
 - IAS 33 – Earnings per Share;
 - IFRS 3 – Business Combinations;
 - IFRS 5 – Non-current Assets Held for Sale and Discontinued Operations;
 - SIC 32 – Intangible assets – Web Site Costs; and
 - IFRIC 1 – Changes in Existing Decommissioning, Restoration and Similar Liabilities;
- have a basic awareness of accounting issues relating to specialised reporting, such as insurance, banking, mineral resources, and mining exploration costs, integrated reporting, sustainability reporting, and XBRL.

CBE.264 ACCOUNTING SOFTWARE APPLICATIONS

Accounting Software Applications 21

(ASA1CP2)

ONLINE MODULE

NQF LEVEL: 6

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce information systems in a business environment. This will include the introduction of an accounting software package as well as data interrogation tools.

OUTCOMES

Students should be able to:

- create a new company in an accounting software programme;
- creating customer and supplier accounts as well as inventory items;
- managing general ledger accounts;
- recording of basic accounting journals;
- capturing opening balances;
- supplier and customer processing;
- preparing monthly cashbooks; and
- performing monthly bank reconciliations.

CBE.265 ACCOUNTING STUDIES

Accounting Studies 100

(AST1B01)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to provide students with an understanding of the milieu in which Accounting is practised, by addressing the historic development of the discipline and the profession in a global context, the development of Accounting regulation in practice, the theory underlying the development of Accounting as a discipline and the interaction between global economic developments and developments in Accountancy.

OUTCOMES

Students should be able to:

- discuss the history of Accounting as a discipline;
- explain the development of the Accounting profession in a global context;
- specify the development of the main Accounting theories underlying the developments in accounting;
- explain the development of the financial reporting environment;
- discuss the development of the global Accounting regulation in which financial reporting is done; and
- explain the interaction between global economic development and developments in Accountancy.

Accounting Studies 200

(AST2A01)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 10

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to accounting research methodology and provide an understanding of the underlying theories of accounting research. Students are also exposed to a more advanced perspective on accounting theory; students are introduced to the development of accountancy and the accounting profession in South Africa; the interaction between local economic development and Accounting development; the development of the ethical, environmental and social responsibility dimensions of accounting and how that impacts financial reporting.

OUTCOMES

Students should be able to:

- undertake basic accounting research;
- apply reference techniques in assignments;
- explain and apply the more advanced theories in accounting;
- explain the interaction between local economic development and accounting developments;
- comment on the corporate social responsibilities of accounting entities;

- discuss environmental and integrated accounting; and
- explain the ethical dimensions of accounting.

Accounting Studies 21
ONLINE MODULE
NQF LEVEL: 6

(AST1CP2)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of the underlying theories of accounting research, the development of the accounting profession, and the impact of the ethical, environmental, and social responsibility dimensions of accountancy on corporate financial reporting.

OUTCOMES

Students should be able to:

- perform accounting research and apply appropriate referencing techniques;
- explain and apply theories in accounting;
- discuss the history of accounting and the development of the accountancy profession
- explain the development of global financial reporting standards;
- identify and describe the corporate social responsibilities of accounting entities;
- discuss environmental and integrated accounting; and
- explain the ethical dimensions of accounting.

CBE.266 ANALYTICAL TECHNIQUES

Analytical Techniques 1A
SEMESTER MODULE (ATE01A1)
ONLINE MODULE (ATE01AO)
CAROUSEL ONLINE MODULE (ATEACP2)
NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

A student credited with this module will have developed a basic ability to define terms commonly used in statistics, to show how a set of data can be organised in a meaningful way and presented to reveal or enhance its fundamental properties. The student will also be able to measure and model the linear relationship between two variables. A student credited with this module will have developed a basic ability to analyse a time series, understand and implement the basic concepts of probability, probability distributions, sampling distributions, and elementary matrix operations.

OUTCOMES

Students should be able to:

- demonstrate the ability to use statistical terminology in the appropriate way and distinguish between different measurement scales;
- show how the raw data can be tabulated and presented graphically;
- calculate and interpret measures of central tendency and spread for a set of data and perform elementary probability calculations;
- identify different methods used to gather sample data and understand the basic concepts of sampling distributions and statistical inference;
- show how to analyse a time series and forecast values for future time periods; and
- determine and use least squares regression lines and the coefficients of correlation.

Analytical Techniques 1B
SEMESTER MODULE (ATE01B1)
ONLINE MODULE (ATE01BO)
NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA FOR (ATE01B1)
Subject type: SH

CALCULATION CRITERIA FOR (ATE01BO)
Subject type: CE

PURPOSE

The purpose of this module is to develop a basic understanding of inferential statistics and the ability to apply the methodology to a variety of business-oriented problems. This module is also intended to equip students with mathematical skills involving the differential and integral calculus and the optimisation of functions subject to constraints, and to apply these to understand modern theories about the functioning of the economy.

OUTCOMES

Students should be able to:

- apply various inferential methods to data;
- apply the rudiments of the differential and integral calculus to business applications; and
- find the maximum or minimum of a multivariable function subject to linear constraints on the variables.

CBE.267 APPLIED FINANCIAL ANALYSIS

Applied Financial Analysis 3A
SEMESTER MODULE (AFA03A3)
ONLINE MODULE (AFA03AO)
NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to analyse corporate financial performance and valuation of entities.

OUTCOMES

Students should be able to:

- access and extract financial information from various sources;
- calculate and interpret relevant financial ratios;
- apply and evaluate valuation approaches and methods to various scenarios such as security valuation, mergers and acquisitions, and credit analysis;
- apply critical thinking, problem solving, and presentation skills to activities dealing with financial analysis and valuation; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Applied Financial Analysis 3B
SEMESTER MODULE (AFA03B3)
ONLINE MODULE (AFA03B0)
NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to obtain relevant knowledge and practical application skills related to programming, financial modelling, and risk management.

OUTCOMES

Students should be able to:

- apply knowledge and skills in the use of software such as Excel and Visual Basic;
- develop skills in the creation and implementation of financial models;
- apply critical thinking skills to dealing with advanced modelling in finance; and
- use relevant software to manipulate, analyse, display, and interpret the data.

CBE.268 APPLIED FINANCIAL TECHNIQUES

Applied Financial Techniques 2A

(AFT02AO)

ONLINE MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to obtain practical knowledge and application of basic time series and data analysis using relevant software.

OUTCOMES

Students should be able to:

- access and extract financial data from relevant sources;
- analyse financial data using relevant software;
- understand the basics of programming and apply this to financial data.

CBE.269 AUDITING

Auditing 31

(AUD1CP3)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to business activities and controls in the business cycles and addresses the method for auditing in these business cycles. Detail focus will be place on risks, internal controls. and audit procedures that are applicable to the cycles of a business. The cycles that are addressed are: Revenue and receipt cycle, purchase and payment cycle, payroll cycle, production and inventory cycle, bank and cash cycle, and the investment and finance cycle. Furthermore, the purpose of this module is to introduce students to the computer environment with a focus on computer-assisted audit techniques. The module will also focus on general and application controls.

OUTCOMES

Students should be able to:

- design or identify controls necessary in each of the business cycles;
- identify control weaknesses in a given scenario for each of the business cycles and provide recommendations for improvements;
- describe tests of controls relevant to each of the business cycles;
- describe substantive audit procedures relevant to the accounting in each of the business cycles;
- design or identify controls necessary in each of the business cycles;
- explain how the use of computers for data processing can affect the internal controls of an organisation;
- identify the audit implications of computer systems;
- propose new and analyse existing application controls in systems;
- propose new and analyse existing general controls in systems;
- test computer controls and propose actions to correct weaknesses;
- apply the use of computer-assisted audit techniques; and
- describe the methods used by the auditor in auditing in a computerised environment and apply these principles to practical situations.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to business activities and controls in the business cycles and to address the method for auditing in these business cycles. Detailed focus will be placed on risks, internal controls and audit procedures that are applicable to the cycles of a business. The cycles that are addressed are: Revenue and receipt cycle, purchase and payment cycle, payroll cycle, production and inventory cycle, bank and cash cycle, and the investment and finance cycle.

Furthermore, the purpose of this module is to introduce students to the computer environment with a focus on computer-assisted audit techniques. The module will also focus on general and application controls.

OUTCOMES

Students should be able to:

- identify and explain the principles and compliance of the International Federation of Accountants (IFAC);
- describe and discuss the principles of assurance and review;
- demonstrate how the auditor obtains and accepts audit engagements;
- obtains an understanding of the entity and its environment;
- Assesses the risk of material misstatement (whether arising from fraud or other irregularities) and plans an audit of financial statements;
- describe and evaluate internal controls, techniques, and audit tests, including IT systems, to identify and communicate control risks and their potential consequences, making appropriate recommendations;
- identify and describe the work and evidence obtained by the auditor and others required to meet the objectives of audit engagements and the application of the International Standards on Auditing; and
- explain how consideration of subsequent events and the going concern principle can inform the conclusions from audit work and are reflected in different types of audit reports, written representations, and the final review and report.

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to introduce students to business activities and controls in the business environment, and to address the methods and principles for auditing each business cycle. Detailed focus is placed on risks, internal controls, and audit procedures in a business's cycles. The module also includes the relevant International Standards on Auditing (ISAs) to equip the student to apply these during each stage in the external audit process. In addition, the module develops a wide array of non-technical skills as required by the South African Institute of Chartered Accountants and covers risk management, the steps in the completion of the audit, audit reporting, auditing in a computer environment, and the statutory requirements of the Companies Act.

OUTCOMES

Students should be able to:

- demonstrate an understanding of worldviews and theoretical underpinnings to interpret key stakeholder roles and responsibilities;
- demonstrate an understanding of the regulatory environment, legislative environment and governance structures and practices (including IT governance) of a for-profit company;
- demonstrate an in-depth understanding of internal control within an audit client's business and its impact on the audit process;

- discuss the participation of internal audit in an organisation's combined assurance process;
- discuss if an organisation's business processes accurately report its stated objectives in terms of financial and non-financial objectives;
- identify and explain the risks relevant to an organisation's IT environment;
- describe the internal controls relevant to an organisation's IT environment regarding both financial and non-financial objectives;
- identify and explain the internal controls an organisation could implement to reduce relevant business risks applicable to financial and non-financial objectives;
- assess the effectiveness of the organisation's chart of accounts;
- review and analyse information and investigate possible signs of error, fraud, and illegal acts (e.g., inconsistency of data, lack of completeness, unexpected trends);
- describe possible IT and digital solutions to automate and improve existing processes and/or introduce new technologies by considering different alternatives, key factors, and cost-benefit implications;
- advise on the organisation's business processes, including account reconciliations and month-end closing (such as receivables, accounts payable, inventory and production, human resources and payroll, investing and financing);
- identify and discuss an organisation's control policies to prevent or detect and correct possible misstatements;
- identify and discuss relevant tests of controls to obtain sufficient appropriate audit evidence;
- assess the organisation's combined assurance model to evaluate the effectiveness of the control environment in supporting the integrity of information, data and reporting;
- advise on an organisation's need for assurance engagements (public interest; the distinction between statutory and voluntary audits);
- identify all stakeholders involved in an assurance engagement and the impact of their functions and responsibilities;
- contrast the levels of assurance provided to users from a range of assurance and related services reports that a professional services firm ordinarily provides;
- identify and describe the concept 'expectation gap', including the implications, ways to overcome it, and the professional auditors' role;
- demonstrate an understanding of the auditing and assurance standard-setting bodies, including their roles and the standards issued;
- apply regulatory requirements (laws, regulations, standards) that define/affect/protect the auditor's rights and duties;
- apply regulatory requirements (laws, regulations, standards) pertinent to an assurance engagement in the performance of the engagement;
- explain the quality control measures applicable to assurance engagements at the firm level, engagement level, and for inter-firm and regulatory inspections;
- advise, from an ethical perspective, on the conduct and practices of a firm and its staff involved in the rendering of assurance engagements (codes of ethics and other professional and legal requirements);
- identify and discuss the key concepts regarding pre-engagement activities and apply these to perform an audit of historical financial statements whilst incorporating the relevant ISAs;
- explain and apply the objective of an audit of historical financial statements together with reasonable assurance as an outcome, and how it will impact stakeholders; and
- identify and discuss the concepts relevant to planning an audit engagement based on a practical case study whilst incorporating the relevant ISAs.

CBE.270 AUDITING AND ETHICS

Auditing and Ethics 200

(AAE200)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 24

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of the module is to equip students with the skills needed to manage ethical or moral dilemmas encountered effectively, and legal and governance aspects in the workplace, the business environment, and

the work performed by an auditor. This module further introduces students to the basic principles of auditing and risk management. This module also integrates communication, presentation, and business acumen skills needed by a student to excel in the corporate environment.

OUTCOMES

Students should be able to:

- demonstrate an understanding of worldviews and theoretical underpinnings to interpret key stakeholder roles and responsibilities;
- identify, describe and analyse an organisation's regulatory environment, legislative environment and governance structures and practices (including IT governance);
- demonstrate an understanding of how to align the governance structures and practices with the overall purpose of a profit company;
- identify and describe the concept 'assurance', including the need for assurance, stakeholders involved, and levels of assurance provided;
- identify and describe the concept 'expectation gap', including the implications, ways to overcome it, and the professional auditors' role;
- demonstrate an understanding of the auditing and assurance standard-setting bodies, including their roles and the standards issued;
- demonstrate an understanding of the regulatory requirements pertinent to an assurance engagement and the auditor's rights and duties; and
- demonstrate, from an ethical perspective, the conduct and practices of a firm and its staff involved in rendering assurance engagements (codes of ethics and other professional and legal requirements).

CBE.271 BEHAVIOURAL FINANCE

Behavioural Finance 3A

(BHP2A03)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to obtain a broad understanding and application of psychology in the financial markets.

OUTCOMES

Students should be able to:

- understand and apply psychology in the financial markets;
- to critically discuss existing behavioural economics research as well as to present their own research ideas, with a view to empirical application; and
- to gain an enhanced understanding of how individuals actually make financial decisions, with a view to more informed, prescriptive decision-making within investment organisations, and on a personal basis.

CBE.272 BUSINESS INFORMATION SYSTEMS

Business Information Systems 2A

(BIS22A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to provide students with fundamental competence in basic computer applications typically used in a business and accounting environment. Students are equipped with the basic computer skills necessary for entering the world of work as a financial professional. The module provides them with the necessary skills to complete electronic assignments.

OUTCOMES

Students should be able to:

- perform file maintenance with an operating system;
- develop and modify electronic presentations; -
- develop and modify electronic spreadsheets; and
- develop and modify electronic documents.

Business Information Systems 2B

(BIS22B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to introduce and develop practical competencies relating to the use of cloud-based accounting software packages and data analysis tools.

OUTCOMES

Students should be able to:

- explain the role of information systems in business, the features and operations of commonly used information technology hardware and software;
- use accounting software to create, set up, and prepare a set of accounting records;
- prepare and manage financial records;
- prepare and manage master file details regarding customers, suppliers and inventory;
- manage customers and supplier processing;
- prepare and manage cash book entries;
- prepare a bank reconciliation;
- prepare various financial reports;
- explain information systems, the role of information systems in business, the features and operations of commonly used information technology hardware and software; and
- use a data analysis tool to analyse a data set and make recommendations based on the analysis.

CBE.273 BUSINESS INTELLIGENCE REPORT WRITING

Business Intelligence Report Writing 3A

(BIR3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with theoretical, academic, and practical knowledge of recent developments with regard to Business Intelligence (BI) report writing and query language as an aspect of Information Management. The purpose of this module is also to emphasise the strategic importance of internal information and knowledge, i.e. BI, in order to gain a competitive advantage; and acquire the analytical skills via a query language, and BI report writing. Furthermore, students are equipped with research skills through independent research, report writing and communicating research results.

OUTCOMES

Students should be able to:

- critically reflect on the concepts of Business Intelligence (BI) and report writing;
- demonstrate analytical skills in the use of a Query Language and in report writing; and
- conduct critical research on strategic information management issues and specifically Business Intelligence issues.

CBE.274 BUSINESS MANAGEMENT

Business Management 1A

SEMESTER MODULE (BMA11A1)

ONLINE MODULE (BMA11AO)

CAROUSEL ONLINE MODULE (BM1ACP1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (BMA11A1/BMA11AO)

Subject type: SH

CALCULATION CRITERIA FOR (BM1ACP1)

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the main themes and concepts of Business Management, the business environment and its interactive sub-environments. Furthermore, students will be provided with a global overview of general management as a management function and prepared for challenges in the South African business environment. This module is designed to provide the student with intellectual competencies, practical skills and an understanding of management based on historical and modern approaches, as well as the management tasks, namely planning, organising, leading and controlling.

OUTCOMES

Students should be able to:

- explain the role of business in society, considering the needs and resources of the community, the main economic systems;
- identify and explain the internal and external business environment and the interaction between an organisation and its environment;
- introduce and elaborate corporate citizenship;
- identify and describe management activities;
- explain introductory entrepreneurship and the different types of entrepreneurs; and
- identify and explain the four primary management tasks.

Business Management 1B

SEMESTER MODULE (BMA21B1)

ONLINE MODULE (BMA21B0)

CAROUSEL ONLINE MODULE (BM1BCP1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (BMA21B0/BMA21B1)

Subject type: SH

CALCULATION CRITERIA FOR (BM1BCP1)

Subject type: CE

PURPOSE

The purpose of this module is to develop the students fundamental theoretical and academic knowledge to provide them with an overview of management functions and prepare them for challenges in the South African business environment. This module will also develop the student with fundamental academic knowledge, intellectual competencies, and practical skills on how to apply the functional areas of a business.

OUTCOMES

Students should be able to:

- Discuss and explain five different management functions:
 - Finance;
 - Human Resource Management;
 - Information;
 - Marketing; External Communication and Public Relations; and
 - Operations and Supply Chain.

Business Management 2A
SEMESTER MODULE (BMG02A2)
ONLINE MODULE (BM2ACP2)
NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA FOR (BMG02A2)
Subject type: SH

CALCULATION CRITERIA FOR (BM2ACP2)
Subject type: CE

PURPOSE

The purpose of the module is to promote an understanding of two tasks, planning and organising, within the interpretation and application of a systems approach.

OUTCOMES

Students should be able to discuss in detail:

- planning within the context of an organisation;
- implementation of planning within an organisation;
- organising within the context of an organisation;
- coordination within an organisation; and
- an organisational structure.

Business Management 2B
SEMESTER MODULE (BMG02B2)
ONLINE MODULE (BM2BCP2)
NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA FOR (BMG02B2)
Subject type: SH

CALCULATION CRITERIA FOR (BM2BCP2)
Subject type: CE

PURPOSE

The purpose of the module is to promote an understanding of the two management tasks, leading and control, in an organisation through the interpretation and application of a systems approach.

OUTCOMES

Students should be able to discuss in detail:

- different approaches in leadership;
- motivation;
- the approaches to communicating;
- the difference between business operations and quality management; and
- the performance measures, control, and risk.

Business Management 3A
SEMESTER MODULES (BMA13A3)
ONLINE MODULE (BM3ACP3)
NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (BMA13A3)
Subject type: SH

CALCULATION CRITERIA FOR (BM3ACP3)
Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the main themes and concepts of strategic management and its functions within the corporate context. Students will be provided with intellectual competencies, practical skills and an understanding of the comprehensive strategic management processes, which will equip them to manage under VRIN (Valuable, Rare, Inimitable and Non-Substitutable) conditions in a global environment.

OUTCOMES

Students should be able to:

- appraise the term 'strategic management', its origin, what it encompasses and what its function is within the corporate context in a commercial or non-commercial setting;
- identify and compare the different types of philosophies concerning strategic management and motivate the main guidelines or considerations dictating its deployment;
- by using authoritative sources, select an appropriate comprehensive corporate strategic management framework or model and explain the essential phases or steps involved in this process;
- reflect upon VRIN capabilities necessary for changing environments;
- explain how the strategy is implemented and evaluated in a business; and
- describe and reflect upon the macro-importance of building learning organisations and world-class organisations in South Africa.

Business Management 3B

SEMESTER MODULES (BMG03B3)

ONLINE MODULE (BM3BCP3)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (BMG03B3)

Subject type: SH

CALCULATION CRITERIA FOR (BM3BCP3)

Subject type: CE

PURPOSE

The purpose of this module is to provide the student with knowledge, interpretation, and an understanding of risk management in any organisation. This module will further develop an appropriate understanding of global trends in sustainability, as well as the possibilities for responding and adapting to operating efficiently within dynamic environments.

OUTCOMES

Students should be able to:

- reflect upon the principles, concepts, and practice of risk and risk management;
- reflect on local and global trends in sustainability development;
- distinguish between the priority areas for sustainability interventions;
- reflect upon the tenets of managing and leading in the face of complexity (change, stakeholder demands, requirement for operational efficiency, with limited resources); and
- demonstrate an ability to show flexibility, openness, and a willingness to respond according to the situation.

CBE.275 CASE STUDY IN ACCOUNTING

Case Study in Accounting 31

(CST1CP3)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to assess the combined knowledge and learning outcomes across all disciplines covered by the pre-requisite modules in an integrated manner through simulated case studies. This module also enables students to demonstrate their familiarity with the context and interrelationships of outcomes covered in the pre-requisite modules. Furthermore, this module develops the skills required by students to

identify, gather, integrate and disseminate information that can be used to solve cross-functional problems similar to those that will be experienced in the workplace.

OUTCOMES

Students should be able to:

- Solve simulated case-study-based problems similar to those faced by accountants through:
- analysing the problem;
- assessing the relevance of information within a context;
- applying the knowledge gained from pre-requisite modules;
- discussing the problem; and
- proposing possible solutions.

Case Study in Accounting 32

(CST2CP3)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to assess the combined knowledge and learning outcomes across all disciplines covered by the pre-requisite modules in an integrated manner through simulated case studies. This module also enables students to demonstrate their familiarity with the context and interrelationships of outcomes covered in the pre-requisite modules. Furthermore, this module develops the skills required by students to identify, gather, integrate and disseminate information that can be used to solve cross-functional problems similar to those that will be experienced in the workplace.

OUTCOMES

Students should be able to:

- Solve simulated case-study-based problems similar to those faced by accountants through:
- analysing the problem;
- assessing the relevance of information within a context;
- applying the knowledge gained from pre-requisite modules;
- discussing the problem; and
- proposing possible solutions.

CBE.276 COMMERCE

Commerce 100

(COM100)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 24

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide the student with intellectual competencies, practical skills, and an understanding of general management based on historical and modern approaches, as well as the management tasks, namely planning, organising, leading, and controlling. Furthermore, the purpose of this module is to develop the students fundamental theoretical academic knowledge on how to gather, integrate and disseminate information that can be used to provide them with a global overview of management functions and prepare them for challenges in the South African business environment in a multicultural context. This module will also develop the student with fundamental academic knowledge, intellectual competencies, and practical skills on how to apply and disseminate marketing management, operational management, information management, financial management, human resource management, and external communications, which can be used in functional management. Finally, every student will be faced with the challenges associated with starting a business, choosing an organisational structure suitable to the environment, solving the various problems that a typical business will encounter as it grows and establishes itself within a South African business

context, and identifying the functions and tasks of management. This will be done in a case study as part of the lecturing and assessment of the module.

OUTCOMES

Students should be able to:

- explain the role of business in society, considering the needs and resources of the community, the main economic systems and the nature of business;
- identify and explain the internal and external business environment and the interaction between an organisation and its environment;
- define and explain the entrepreneurial process, the characteristics of an entrepreneur, the difference between an entrepreneurial venture and a small business and the phases of growth in a business;
- explain the importance of business ethics and analyse the relevant aspects to be considered in developing ethical behaviour and a code of ethical conduct in an organisation;
- analyse the skills, roles, and characteristics of managers as important role players in establishing effective and efficient business practice;
- identify and explain planning, organising, leading, and controlling as primary management tasks;
- explain the role of the marketing function within the organisation;
- explain the term market segmentation and the bases which can be used to segment the market, as well as explaining the terms positioning and targeting;
- explain the product and pricing strategies that organisations can use;
- explain the distribution and marketing communication strategies used by organisations in reaching the consumer;
- comment on the developments within the field of marketing, such as services marketing and relationship marketing;
- explain financial management as a management function focusing on investment and financing decisions;
- explain the contribution of external communications as a management function in a large organisation as an essential interaction with all the stakeholders;
- describe the managerial implications and aspects relevant to e-management and managing an e-business;
- describe the role of human resource management in organisations, and discuss the contribution that human resource management makes to the management of the organisation;
- explain how the functions of job analysis and job design contribute to the successful recruitment of people to fill vacant positions in an organisation; and
- explain how selection is done in organisations in such a manner that the requirements of relevant legislation are met, and that the right candidate is appointed to vacant positions so that the organisation can deliver products and services to its customers.

CBE.277 COMMERCIAL COMPUTER SYSTEMS

Commercial Computer Systems

(CCS22B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to teach students to explain basic computer concepts used in a business and accounting environment. Perform basic computer tasks required in a business and accounting environment. Perform advanced computer tasks required in a general accounting environment using the applications and functionalities of Microsoft Windows and Microsoft Office Professional.

OUTCOMES

Students should be able to:

- perform file maintenance using the operating system;
- develop and modify electronic presentations, documents, spreadsheets and databases;
- process basic transactions in an accounting information system; and
- use the Internet and electronic email.

CBE.278 CONSUMER BEHAVIOUR

Consumer Behaviour

(MMK12A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the psychological and behavioural concepts and theories relating to consumer behaviour and the consumer decision-making process. The module will provide an overview of the macro-environmental and regulatory forces that influence consumer behaviour. The module will explore the influence of individual factors and socio-cultural factors that affect consumer behaviour.

OUTCOMES

Students should be able to:

- apply the principles of consumer and/or organisational behaviour to solve problems in scenarios and case studies and reflect on the applications made;
- discuss the importance of consumer behaviour in a variety of contexts and explain how consumer behaviour fits into the overall marketing process;
- explain in detail the various external factors that influence consumer behaviour;
- identify and assess the internal variables that affect how consumers behave;
- identify how consumers make decisions and apply this knowledge to solving marketing problems;
- differentiate between household decision-making and organisational decision-making and compare the two methods; and
- explain how marketing regulations affect consumer behaviour.

CBE.279 CULTURAL TOURISM

Cultural Tourism 1A

(CLT1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to unpack culture as a phenomenon and the main element of tourism as part of a globalised world. A student who has completed the Cultural Tourism 1A module will have acquired the necessary knowledge about the role of various tangible and intangible elements of culture in informing the main types of cultural tourism.

OUTCOMES

Students should be able to:

- demonstrate an understanding of the phenomenon of culture;
- differentiate between the main stages in the evolution of cultural tourism;
- describe the influence of globalisation on culture;
- differentiate between the main forms of cultural tourism;
- compare the main constituting elements of two approaches to conceptualising cultural tourism; and
- distinguish between cultural resources, cultural attractions, and cultural destinations in cultural tourism.

Cultural Tourism 1B

(CLT1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to present an overview of the cultural attraction selection process and their transformation into consumable cultural products. A student who has completed the Cultural Tourism 1B module will have acquired the necessary knowledge about the principles of transforming various elements of culture and heritage into sustainable cultural attractions and competitive South African cultural tourism products for different types of cultural tourists.

OUTCOMES

Students should be able to:

- explain the cultural attraction selection process;
- recognise the role of heritage as a basis for the process of cultural attraction diversification;
- identify the main principles of cultural tourism product development and the main types of South African cultural tourism product development in selected case studies;
- categorise the main types of demand for cultural tourism; and
- outline the main attributes of the popularity of cultural attractions.

Cultural Tourism 2A **(CLT2AA2)**

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to unpack the main principles of interpretation and presentation of cultural heritage in tourism. A student who has completed the Cultural Tourism 2A module will have acquired the necessary knowledge about the application of interpretation and presentation on various types of cultural heritage (i.e. urban and rural) with special emphasis on community-based cultural heritage tourism development.

OUTCOMES

Students should be able to:

- understand the role of interpretation and presentation in cultural heritage tourism;
- understand the role and elements of the community interpretative programme;
- apply the main principles and forms of community-based cultural tourism developments; and
- evaluate the role of tour guides in the interpretation of cultural heritage.

Cultural Tourism 2B **SEMESTER MODULE**

NQF LEVEL: 6

(CLT2BB2)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to investigate the prevailing types of cultural heritage tourism developments in Africa and South Africa. A student who has completed the Cultural Tourism 2B module will have acquired the necessary knowledge about the main types of cultural tourism developments in Africa and South Africa, and the role of authenticity in cultural product development and consumption of new cultural tourist experiences.

OUTCOMES

Students should be able to:

- understand the main principles of township (slum) tourism development in Africa and South Africa;
- identify a difference between cultural route developments in urban and rural environments in Africa and South Africa;
- comprehend the principles of cultural village development in Africa and South Africa;
- outline the main characteristics of political cultural heritage development in South Africa; and
- understand the importance of authenticity for cultural tourism.

CBE.280 DEVELOPMENT SOFTWARE

Development Software 1A

(DEV1A01)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the students to the fundamental concepts and models of application development so that they can understand the key processes related to building functioning applications and appreciate the complexity of application development. Students will learn the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Program development will incorporate the program development life cycle: gathering requirements, designing a solution, implementing a solution in a programming language, and testing the completed application.

OUTCOMES

Students should be able to:

- use primitive data types and data structures offered by the development environment;
- choose an appropriate data structure for modelling a simple problem;
- understand key programming concepts;
- write applications that relate to a specific domain;
- design, implement, test, and debug a program that uses each of the following fundamental programming constructs: basic computation, simple I/O, standard conditional and iterative structures, and the definition of functions;
- test applications with sample data; and
- apply core program control structures.

Development Software 1B

(DEV1B01)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the students to the fundamental concepts and models of application development so that they can understand the key processes related to building functioning applications and get grounded in the tools used for application development. Students will learn the key concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Program development will incorporate the program development life cycle: gathering requirements, designing a solution, implementing the solution in a programming language, and testing the completed application.

OUTCOMES

Students should be able to:

- students will be competent in a programming language;
- use primitive data types and data structures offered by the development environment;
- choose an appropriate data structure for modelling a simple problem;
- understand key programming concepts;
- write applications that relate to a specific domain;
- design, implement, test, and debug a program that uses each of the following fundamental programming constructs: computation, I/O, standard conditional and iterative structures and the definition of functions;
- test applications with sample data; and
- apply core program control structures.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to apply the theoretical aspects of database modelling in regard to entity relationship modelling and the normalisation of databases.

OUTCOMES

Students should be able to:

- analyse and compare different database models;
- develop an effective and efficient database solution for business problems;
- demonstrate the interaction between an entity relationship diagram (ERD) and the normalisation of databases;
- generate and criticise an Entity Relationship Diagram (ERD) based on the supplied business rules;
- show how the System Development Life Cycle (SDLC) contributes to the Development of the Database Life Cycle (DBLC);
- describe transaction management and concurrency control;
- review basic database performance-tuning concepts;
- analyse a Distributed Database Management System (DDBMS) review how the implementation of a database is affected by the different levels of data and process distribution;
- examine how transactions are managed in a distributed database environment;
- know how a data warehouse is implemented; and
- distinguish between the different database connectivity technologies and know the database administrator's managerial and technical roles in a database environment.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide an introduction to information technology (IT) infrastructure issues. It covers topics related to both computer and systems architecture and communication networks, with an overall focus on the services and capabilities that IT infrastructure solutions enable in an organisational context. It gives the students the knowledge and skills that they need for communicating effectively with professionals whose special focus is on hardware and systems software technology, and for designing organisational processes and software solutions that require an in-depth understanding of the IT infrastructure capabilities and limitations. It also prepares the students for organisational roles that require interaction with external vendors of IT infrastructure components and solutions. The module focuses strongly on internet-based solutions, computer and network security, business continuity, and the role of infrastructure in regulatory compliance.

OUTCOMES

Students should be able to:

- understand key principles of data representation and manipulation in computing solutions;
- understand the principles underlying layered systems architectures and their application to both computers and networks;
- understand the differences and similarities between the core elements of an IT infrastructure solution, such as clients, servers, network devices, wired and wireless network links, systems software, and specialised security devices;
- understand how IT infrastructure components are organised into infrastructure solutions in different organisational environments;

- understand the principles underlying service virtualisation;
- understand through practical examples how protocols are used to enable communication between computing devices connected to each other;
- configure an IT infrastructure solution for a small organisation, including a network based on standard technology components, servers, security devices, and several different types of computing clients;
- apply the core concepts underlying Internet Protocol (IP) networks to solve simple network design problems, including IP subnetting;
- understand the role and structure of the Internet as an IT infrastructure component and design simple infrastructure solutions based on the use of the Internet;
- understand the components and structure of a large-scale organisational IT infrastructure solution at a level that allows them to use it effectively;
- understand the role of IT control and service management frameworks in managing a large-scale organisational IT infrastructure solution;
- negotiate with vendors providing design and implementation solutions.
- understand the opportunities that virtual computing service provision models, such as cloud computing, create for organisations;
- analyse and understand the security and business continuity implications of IT infrastructure design solutions;
- configure simple infrastructure security solutions; and
- minimise the environmental and resource consumption impacts of IT infrastructure decisions.

CBE.281 DIGITAL MARKETING

Digital Marketing
SEMESTER MODULE
NQF LEVEL: 7

(MMK3C13)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the theory and practice of digital marketing tools, techniques, processes, and skills to develop an integrated digital marketing plan, as well as to evaluate practical digital marketing strategies. Students will gain knowledge about the digital marketing fundamentals, the digital platforms, channels, and digital mix elements available to the digital marketer.

OUTCOMES

Students should be able to:

- critically evaluate different digital marketing tools;
- develop a well-devised, integrated digital marketing plan;
- critique the major digital marketing platforms and channels;
- evaluate different digital marketing strategies; and
- analyse/interrogate a variety of new and/or developing digital technologies available to digital marketers.

CBE.282 ECONOMETRICS

Econometrics 2A
SEMESTER MODULE
NQF LEVEL: 6

(ECM02A2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a comprehensive introduction to the principles of probability theory and mathematical statistics, which underpin statistical analysis in the field of economics and business science. Students who complete this module will have acquired the necessary background to achieve a mature and enduring understanding of statistical methods of inference and will be well equipped to embrace further studies in econometrics.

OUTCOMES

Students should be able to:

- apply descriptive statistics to a set of data;
- describe the classical, empirical, and subjective approaches to probability;
- distinguish between a discrete variable and a continuous variable;
- understand the concepts of continuous random variables and probability distributions;
- explain and construct sampling distributions;
- distinguish between and calculate point estimation and interval estimation;
- understand statistical inference and hypothesis testing;
- understand and apply the analysis of variance approach to hypothesis testing;
- describe the concepts of linear regression, multiple regression, and correlation analysis;
- calculate and interpret linear and multiple regressions to given sets of data with the use of Excel; and
- calculate and interpret the coefficient of correlation for given sets of data with the use of Excel.

Econometrics 2B
SEMESTER MODULE
NQF LEVEL: 6

(ECM02B2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to build on the content covered in Econometrics 2A (ECM02A2) in the first semester. It gives students a proper foundation in probability theory and mathematical statistics with direct applications in the various fields of Economics and Econometrics. The module will cover distribution theory by focusing on multivariate probability distributions, moments, generating functions and multivariate sampling distributions. Statistical inference discussed in Econometrics 2A will be expanded on and the students will be introduced to non-parametric statistics and Bayesian inferences.

OUTCOMES

Students should be able to:

- understand conditional probability and independence of events for discrete and continuous random variables;
- explain the moments and generating functions;
- understand the difference between relative efficiency, consistency, and minimum-variance (unbiased) estimation;
- distinguish between the method of maximum likelihood and the method of moments;
- distinguish nonparametric tests: the Sign test, the Wilcoxon signed, Rank test and the Run test;
- explain Bayesian Inferences; and
- understand and apply basic matrix algebra.

Econometrics 3A
SEMESTER MODULE
NQF LEVEL: 7

(ECM03A3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to expose students to more advanced econometrics, which is the basis of complex econometric model building and forecasting in the field of econometrics. This module covers the methodology of econometric research and the econometric model-building process. This includes the properties of an econometric model, correlation and regression analysis. The purpose of applied econometrics is to apply regression analysis to various economic variables and to specify a model for forecasting. This module covers the analysis of econometric problems and second-order tests, namely heteroscedasticity, autocorrelation and multi-collinearity.

OUTCOMES

Students should be able to:

- understand concepts of advanced econometrics;
- understand, apply, and interpret single- and multiple regressions;
- test hypotheses using multiple regressions;
- do forecasts, using multiple regression models, with the practical application of E-views (leading econometrics package) and Excel;
- add a dummy variable to a model;
- identify and rectify multi-collinearity, autocorrelation, and heteroscedasticity problems;
- specify and test an econometric model according to the various tests with the practical use of E-views (leading econometrics package); and
- understand plagiarism and the consequences thereof.

Econometrics 3B
SEMESTER MODULE
NQF LEVEL: 7

(ECM03B3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to extend basic regression analysis covered in Econometrics 3A (ECM03A3) by introducing the student to some key econometric techniques encountered in empirical work. Such techniques include how to deal with qualitative response variables, non-linear models, and simultaneous equation systems. The module will introduce the student to concepts involved in the rapidly expanding branch of time series econometrics. Students who complete this module will have acquired the necessary background and knowledge to undertake practical applications of econometric techniques learnt and will be well equipped to further studies in econometrics.

OUTCOMES

Students should be able to:

- construct and apply non-linear regression models;
- identify and apply qualitative response regression models;
- debate the role of time or lags in economics and estimate dynamic models;
- understand and estimate simultaneous equation models;
- determine and identify stationarity of a time series; and
- understand and apply basic co-integration analysis.

CBE.283 ECONOMICS

Economics 1A
SEMESTER MODULE (ECO01A1)
ONLINE MODULE (EC01AO)
NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (ECO01A1)

Subject type: SH

CALCULATION CRITERIA FOR (EC01AO)

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to basic introductory economic concepts and basic microeconomics.

OUTCOMES

Students should be able to:

- assess the relationship between economics and the economy fully;
- identify the different factor characteristics of the economy correctly;
- illustrate and discuss a basic model of the economy comprehensively;

- provide a critical discussion, evaluation and application of the various important principles and concepts that relate to the importance of well-functioned institutions in an economy;
- derive and apply demand and supply as a model for determining the prices of goods and services comprehensively;
- examine in what manner price and income sensitivity impacts on the revenue position of the firm correctly;
- derive, graphically illustrate and assess comprehensively the short-run production function of an individual firm and indicate the effect on production of technological development;
- illustrate graphically and assess the cost efficiency of the firm in the short and long run correctly;
- determine price and output equilibrium in a perfect competitive environment fully; and
- determine price and output equilibrium in an imperfect competitive environment comprehensively.

Economics 1B

SEMESTER MODULE (ECO01B1)

ONLINE MODULE (EC01BO)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to basic macroeconomy theory, concepts, and issues.

OUTCOMES

Students should be able to:

- discuss and analyse business cycles and their macro-economic implications fully;
- examine how different methods are used to measure economic progress fully;
- define, discuss, and evaluate the role of money and interest rates in the economy correctly;
- discuss and assess international economics and international finance comprehensively;
- derive and explain fully the total expenditure model;
- derive, discuss, and apply the aggregate demand and aggregate supply model comprehensively;
- discuss the economics of development correctly;
- discuss the impact of HIV/AIDS on economic growth and development of a nation, especially for South Africa; and
- discuss and analyse the most important economic issues in South Africa comprehensively.

Economics 3A

(ECO3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to give undergraduate students a systematic knowledge of the important theories of international economics (with an emphasis on international trade, but also international investment and international migration) and the application of these theories to an African context with the aid of economic models and well-structured arguments.

OUTCOMES

Students should be able to:

- explain fully how the study of international economics is approached and the value it adds to the understanding of the economy and economic development;
- apply effectively the tools of analysis used in international economics to argue the case of free international trade;
- determine accurately the most beneficial pattern of trade between countries with the aid of the basic theories of international economics;
- anticipate correctly how international trade and movements in exchange rates will affect a country's performance in regards to the five macroeconomic objectives;

- examine how trade policy can be used to facilitate economic development in developing countries;
- estimate the most likely consequences of the global process of economic integration;
- assess the effects of different kinds of foreign capital flows to developing host economies;
- analyse how migration affects source and destination countries and the appropriate policy response to these effects
- judge the likely direction of globalisation given current events in the global economy; and
- engage in meaningful research activity as well as identify and discuss plagiarism and its consequences in the context of publications, business and professional practice.

Economics 3B
SEMESTER MODULE
NQF LEVEL: 7

(ECO3BB3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to develop students ability to demonstrate a coherent critical understanding of the role of money and what the role of money in the economy means for monetary policy in South Africa.

OUTCOMES

Students should be able to:

- analyse critically the concepts relating to money and foreign exchange in context;
- use the different theories and related models with regard to the determination of interest rate in an analysis;
- use the different theories and related models with regard to the determination of the exchange rate in an analysis; and
- evaluate clearly the implications of the orthodox and non-orthodox models for the execution of monetary policy.

Economics 2A
SEMESTER MODULE
NQF LEVEL: 6

(ECO2AA2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to prepare students intellectually for the challenges in a changing global and national economic framework by acquiring skills in the acquisition, analysis, interpretation and application of knowledge relating to intermediate macroeconomic topics, concepts and issues.

OUTCOMES

Students should be able to:

- critically explain the objectives of macroeconomic policy and the measurement techniques of development in South Africa;
- apply, logically and consistently, the Keynesian Model I, within a simple closed economy with consumers, producers and the government;
- analyse fiscal policy and the role of the state with the use of appropriate theory and actual South African information;
- apply, logically and consistently, the Keynesian model II, within a simple closed economy by focusing on financial institutions, money and interest rates;
- analyse critically the concept of monetary policy and the functions of the Reserve Bank in South Africa;
- formulate the complete Keynesian model with a foreign sector, balance and payments, exchange rate and capital flows using relevant theory; and
- construct an aggregate macro-model with aggregate demand and aggregate supply curves, under conditions of an inflationary economy.

Economics 2B
SEMESTER MODULE

(ECO2BB2)

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the world of more advanced microeconomic topics, concepts, and issues.

OUTCOMES

Students should be able to:

- explain fully and illustrate graphically the impact of price, income, preference changes, and advertising strategy on consumer behaviour;
- discuss critically, evaluate, illustrate, and calculate all relevant aspects that pertain to factor market conditions, game theory as a strategic tool for solving decision-making problems, risk analysis in managerial decision-making, oligopoly behaviour, and the shareholder-management model for decision-making;
- explain fully and illustrate graphically allocation efficiency, productive efficiency, and the theory of the second best; and
- explain correctly, graphically illustrate, and calculate price and output levels for relevant pricing practices.

Economics 2C
SEMESTER MODULE
NQF LEVEL: 6

(ECO2CA2)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to develop students to be able to demonstrate a well-rounded knowledge and understanding of and an ability to critically evaluate and compare the views and economic thoughts of the major economic philosophers.

OUTCOMES

Students should be able to:

- critically evaluate the main contributions to economic thought by the various philosophers of the classical period, including Adam Smith, Malthus, Ricardo, Owen, Mills, Marx, Keynes, and Schumpeter;
- discuss the major tenets of the post-classical schools of economics against their historical background, including the Keynesians and Post Keynesians, Monetarists, New Classicism (including the Chicago School), Mathematical and Institutional, Welfare and Development School;
- discuss important concepts developed by the post-classical schools of economics;
- discuss and compare views and debates, and construct criticism around some of the schools of economic thought; and
- discuss and compare views and debates, and construct criticism around some of the schools of economic thought, and interpret alternative economic thought within the context of decolonisation of knowledge.

Economics 2D
SEMESTER MODULE (ECO2DB2)
ONLINE MODULE (ECO2DBO)
NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA FOR (ECO2DB2)
Subject type: SH

CALCULATION CRITERIA FOR (ECO2DBO)
Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the aspects of economic indicators and the analysis of economic data.

OUTCOMES

Students should be able to:

- analyse the performance of the South African economy using key economic indicators;
- demonstrate an understanding of the processes involved in compiling, calculating and interpreting economic indicators;
- apply basic econometric techniques to conduct effective data analysis; and
- evaluate the results of various regression models.

Economics 2E

(ECO2EB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

SUBJECT TYPE: SH

PURPOSE

The purpose of this module is to introduce students to the dynamics and importance of development economics, develop a well-rounded knowledge of issues relevant to developing countries, and develop an understanding of the problems that is experienced in developing countries. Students should be in a suitable position to use the information gained in this module to critically evaluate and create policy options.

OUTCOMES

Students should be able to:

- analyse, from a theoretical perspective, the meaning and definition of development;
- demonstrate knowledge of the classical theories of development and the contemporary models of development;
- analyse the issues of poverty and inequality, urbanisation and migration within developing countries, education and health issues, the environment and development, trade policy and globalisation, foreign aid and the role of government;
- synthesise the various issues within the subject of economic development as to objectively identify and constructively challenge theoretical and practical problems that become obvious to the student as the students awareness about development issues matures; and
- evaluate the topical and relevant concepts of development.

Economics 2E

(ECO2FA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to cover the most important elements of labour economics. The module will deal with the structure of labour markets as well as the determinants of the supply of and demand for labour. In addition the module will cover specific topics that have implications for labour policy, such as the existence of labour shortages, the impact of the minimum wage on employment, the effect of tax policy on labour supply and demand, the impact of investment in education and training, the impact of welfare policy on labour markets, the effect of international trade on labour demand, worker mobility, pay and productivity, the labour effects of outsourcing, the role of trade unions, unemployment, and income inequality.

OUTCOMES

Students should be able to:

- explain and discuss the determinants of the supply and demand for labour;
- critically discuss the effects of a minimum wage on employment;
- discuss the effects of welfare policy on labour supply and demand;

- use the knowledge and skills obtained through the module to explain the dynamics of the labour market in the South African economy; and
- engage in meaningful research activity as well as identify and discuss plagiarism and its consequences in the context of publications, business and professional practice.

Economics 3C
SEMESTER MODULE
NQF LEVEL: 7

(ECO3CA3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with a critical understanding of financial economics, its applications and various related micro- and macroeconomic concepts. The module will also explain the effects of uncertainty on the global capital market.

OUTCOMES

Students should be able to:

- evaluate critically the nature and macroeconomic relevance of financial markets under conditions of uncertainty;
- apply, logically and consistently, the concept of financial instability and underlying factors to conditions on the global financial market;
- evaluate fully, with the use of relevant microeconomic principles, the behaviour of investors in financial markets under conditions of uncertainty;
- evaluate fully, with the use of relevant theory and practical examples, the role of international financial institutions and alternative measures in addressing uncertainty and financial instability; and
- analyse the nature and consequences of speculative behaviour, and policy responses with the use of appropriate theory and actual case studies.

Economics 3D
SEMESTER MODULE
NQF LEVEL: 7

(ECO3DB3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with knowledge and basic analytical skills for the interpretation and application of fundamental theoretical and practical aspects relating to the role of the public sector in the economy.

OUTCOMES

Students should be able to:

- discuss the nature, role, and scope of the public sector in an economy from a South African perspective;
- evaluate key aspects relating to allocative efficiency, equity, and the role of government;
- evaluate key aspects of government spending and taxation, from a South African perspective;
- evaluate key aspects of fiscal policy with reference to the South African fiscal policy decision-making environment; and
- discuss contemporary issues relating to the role of the public sector, such as local economic development, poverty and sustainability.

Economics 11
ONLINE MODULE
NQF LEVEL: 5

(ECO1CP1)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to introduce students to economics by providing a broad perspective on the fundamental principles of economics and the influences on an economy.

OUTCOMES

Students should be able to:

- demonstrate a sound understanding of micro and macroeconomics;
- interpret the relationship between economics and the economy fully;
- illustrate demand and supply as a model for determining the prices of goods and services comprehensively;
- explain the determination of prices by market forces;
- examine in what manner price and income sensitivity impacts on revenue;
- interpret price and output equilibrium in a perfect and an imperfect competitive environment fully;
- comprehend fully the total expenditure model;
- examine the role of money and interest rates in the economy correctly;
- identify the factors affecting the trade of a country with the rest of the world and its impact on business; and
- explain the functions of the main financial markets and institutions in facilitating commerce and development.

Economics 100
YEAR MODULE
NQF LEVEL: 5

(ECO100)

NQF CREDITS: 24

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to empower students to firstly understand the macroeconomic environment of the economy and secondly to be able to determine possible impacts of economic and other exogenous variables (or events) on the South African economy.

OUTCOMES

Students should be able to:

- fully discuss the different basic concepts in the field of economics;
- correctly identify the different factor characteristics of the economy;
- comprehensively illustrate and discuss a basic model of the economy;
- fully examine how different methods are used to measure economic progress;
- comprehensively derive and apply demand and supply curves;
- correctly examine in what manner elasticity (in terms of price, disposable income, and interest rates) impacts on economic aggregates and economic policy;
- fully discuss and analyse business cycles and their macroeconomic implications;
- provide a critical discussion, evaluation, and application of the various important principles and concepts that relates to the importance of well-functioned institutions in an economy;
- correctly define, discuss, and evaluate the role of money and interest rates in the economy;
- comprehensively discuss and assess international economics and international finance;
- fully derive and explain the total expenditure model of an economy;
- comprehensively derive, discuss, and apply the aggregate demand and aggregate supply model;
- correctly discuss the economics of development;
- comprehensively discuss and analyse economic issues such as inflation, unemployment, poverty, and growth in South Africa;
- discuss and evaluate the impact of fiscal policy on the South African economy;
- discuss and evaluate the important linkage between the monetary and real sectors of the economy;
- discuss and evaluate the impact of foreign sector movements on macroeconomic stability;
- comprehensively discuss competition policy in South Africa; and
- comprehensively discuss the applicable aspects of the "Green Economy".

CBE.284 EMERGING AND DISRUPTIVE TECHNOLOGIES IN INFORMATION KNOWLEDGE MANAGEMENT

Emerging and Disruptive Technologies in Information and Knowledge Management 3B

SEMESTER MODULE

(EDT3BB3)

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with knowledge, interpretation and an understanding of the emerging and disruptive technologies in Information and Knowledge Management. Furthermore, students will be provided with a global overview of the Internet of Everything (IoE) and the Fourth Industrial Revolution (4IR) and prepared for opportunities and challenges in the South African business environment in line with the Sustainable Development Goals.

OUTCOMES

Students should be able to:

- introduce and elaborate on the pillars of the 4IR in Information and Knowledge Management;
- explain the Internet of Everything (IoE) within the constructs of the contemporary Industrial Revolution;
- identify and describe the emerging and disruptive technologies in the connected Information and Knowledge Management environment; and
- identify and elaborate on emerging opportunities and technologies aligned with the Sustainable Development Goals.

CBE.285 ENTERPRISE DEVELOPMENT

Enterprise Development 3B

(EPD3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the distinctive process of entrepreneurship. The module will clarify underpinning theoretical concepts with practical application examples.

OUTCOMES

Students should be able to:

- conceptualise entrepreneurship;
- demonstrate an understanding of the importance of management principles in running a business;
- explore South African Public Private Partnership (PPP) enterprise opportunities;
- review the challenges of cross-border business growth; and
- apply management principles practically to a tourism enterprise.

CBE.286 ENTREPRENEURSHIP

Entrepreneurship 2A

(ETS12A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the field of entrepreneurship, including the history and philosophy of entrepreneurship. Students will be provided with an outline of the characteristics and behaviours of an entrepreneur, the entrepreneurial process, legal issues in entrepreneurship as well as principles of entrepreneurial marketing. This module is designed to provide the student with intellectual competencies,

practical skills and an understanding of entrepreneurship and entrepreneurial actions based on historical and modern approaches.

OUTCOMES

Students should be able to:

- outline the development of the field of entrepreneurship;
- explain the characteristics and behaviours of the entrepreneur;
- discuss the entrepreneurial process;
- describe legal issues in entrepreneurship; and
- explain different approaches to entrepreneurial marketing.

Entrepreneurship 2B

(ETS22B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to develop students competencies and practical skills in the understanding and application of entrepreneurship and intrapreneurial, creativity, innovation and opportunity finding. This module will equip students with the knowledge and skill to develop a business idea.

OUTCOMES

Students should be able to:

- discuss the economic value of an entrepreneurial mindset;
- apply creative processes and techniques to identify business opportunities;
- apply innovative thinking in the process of opportunity identification and/or creation;
- compare various start-up strategies for entrepreneurs;
- discuss approaches to entrepreneurship in the corporate context; and
- select methods to protect the intellectual property involved in new business ideas.

Entrepreneurship 3A

(ETS13A3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the concepts of lean start-up and business failure in entrepreneurship. Students will be provided with an outline of exit strategies for the entrepreneur, as well as strategies for business rescue and turnaround. This module is designed to provide the student with intellectual competencies, practical skills, and an understanding of start-up, failure, exit strategies, and business rescue based on the reality of the modern business environment.

OUTCOMES

Students should be able to:

- discuss the concept of lean start-up;
- identify and evaluate the factors contributing to business failure;
- recommend exit strategies for entrepreneurs; and
- discuss approaches to business rescue and turnaround.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to assist students in identifying and evaluating contemporary themes and constructs that can influence the entrepreneurial context.

In this module students will be exposed to a variety of methods that can be applied to researching ideas and opportunities within a business environment

OUTCOMES

Students should be able to:

- identify and explain contemporary themes within the field of entrepreneurship;
- take part in current debates within the context of entrepreneurship;
- evaluate the importance of contemporary themes or constructs within business development;
- develop a conceptual framework for a particular contemporary field in entrepreneurship; and
- apply research principles and methods relevant to entrepreneurship.

CBE.287 ETHICAL FOUNDATION TO COMMERCE

Ethical Foundations of Commerce 11

(EFC1CP1)

ONLINE MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the skills needed to manage ethical or moral dilemmas encountered in the business environment. The module deliberately integrates pervasive skills, such as communication, presentation, group work, and critical thinking, which are necessary to function in the workplace, into the teaching strategy. The module prepares students for further study in the field of corporate governance and control.

OUTCOMES

Students should be able to:

- discuss the foundational ethics philosophies and the ethical dimensions of business in the context of diversity;
- apply ethical decision-making tools and strategies to discuss large-scale socio-economic ethical issues relevant to business and professional practice;
- advise on managing an organisation ethically;
- research, formulate, and logically argue both sides of a relevant ethical dilemma faced by society;
- through completion of a group project, demonstrate the pervasive skills required to successfully interact and communicate in a business and professional environment; and
- through intentional self-reflection on the learning process, identify areas of personal development.

Ethical Foundation to Commerce 2B

(EFC02B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the skills needed to manage ethical or moral dilemmas encountered in the business environment. The module deliberately integrates pervasive skills, such as communication, presentation, group work, and critical thinking, which are necessary to function in the

workplace, into the teaching strategy. The module prepares students for further study in the field of corporate governance and control.

OUTCOMES

Students should be able to:

- discuss the foundational ethics philosophies and the ethical dimensions of business in the context of diversity;
- apply ethical decision-making tools and strategies to discuss large-scale socio-economic ethical issues relevant to business and professional practice;
- advise on managing an organisation ethically;
- research, formulate, and logically argue both sides of a relevant ethical dilemma faced by society;
- through completion of a group project, demonstrate the pervasive skills required to successfully interact and communicate in a business and professional environment; and
- through intentional self-reflection on the learning process, identify areas of personal development.

CBE.288 EVENTS MANAGEMENT

Events Management 3A

(EVM3AA3)

SEMESTER MODULE

NQF CREDITS: 14

NQF LEVEL: 7

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding and insight into the events industry and the core functional areas of event management.

OUTCOMES

Students should be able to:

- outline the various role players in the events industry;
- analyse the impact of events using the triple bottom line;
- assess and apply the sustainability principles to events;
- explain the processes of the bidding for events; and
- describe the use of various technologies in events (event digitalisation).

CBE.289 FINANCIAL MANAGEMENT

Financial Management 2A

(FNM02A2)

SEMESTER MODULE

NQF CREDITS: 16

NQF LEVEL: 6

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to provide the student with a basic, yet applicable knowledge of fundamental concepts of finance and where each of these concepts fits into the financial management function.

OUTCOMES

Students should be able to:

- identify the basic types of financial management decisions and relate them to the role of the financial manager;
- perform and interpret advanced time value of money calculations;
- explain and perform advanced working capital management calculations;
- explain and calculate financial statement ratios;
- analyse and interpret working capital management ratios;
- explain the concepts of risk, business risk, financial risk and uncertainty as well as calculate and interpret basic probabilities;
- explain diversification and the Capital Asset Pricing Model (CAPM) within financial management;

- differentiate between basic debt instruments;
- calculate and interpret the cost of capital of an organisation;
- discuss alternative sources of financing; and
- perform equity valuation calculations relating to the dividend valuation and dividend growth model.

Financial Management 1B
SEMESTER MODULE
NQF LEVEL: 6

(FNM1B01)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to provide students with the fundamental knowledge and skills in financial management. Students will be introduced to various principles underlying the main objective of financial management, namely, to maximise shareholders' wealth. The primary focus is on understanding and calculating the impact of the time value of money. In addition, students will be exposed to basic cost accounting concepts and cost classifications. They will also gain an appreciation of the role of the finance functions within organisations and the broader economy. The module lays the foundation for management accounting and finance modules.

OUTCOMES

Students should be able to:

- explain the context within which the finance function operates within organisations;
- explain the roles of the finance function in organisations;
- explain the concepts of risk and uncertainty as well as calculate basic probabilities;
- explain the time value of money concept and perform calculations on single amounts, annuities, perpetuities, and mixed streams of cash flows;
- calculate the value of selected financial instruments;
- explain and calculate the cost of capital of an organisation;
- explain and calculate basic capital budgeting techniques to assist in investment decisions;
- explain and calculate the working capital requirements of an organisation; and
- explain cost terminology, classify costs, and calculate manufacturing cost.

Financial Management 2B
SEMESTER MODULE
NQF LEVEL: 6

(FNM02B2)

NQF CREDITS 16

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of the module is to provide students with a comprehensive introduction to cost and management accounting theory and practice by equipping them with an understanding of the different cost accounting terminology, cost components and cost classifications; the skill to use various methods and techniques to accurately cost and record the value of inventory for financial- and cost accounting purposes; the skill to measure relevant costs for short-term decision-making purposes; and the ability to generate analyses and evaluate budgets needed for the control of present and projected performance and the competency to use these together with different costing systems to evaluate actual performance.

OUTCOMES

Students should be able to:

- describe the role of cost accounting, management accounting, and financial accounting in a business environment;
- explain cost terminology, classify costs, and compute total cost;
- calculate, analyse, and evaluate material and labour costs as part of manufacturing cost;
- explain cost assignment, calculate and apply overhead rates using appropriate bases;

- prepare a manufacturing cost statement;
- evaluate and apply job costing as a costing method;
- calculate the value of a cost object using Activity Based Costing (ABC) and discuss how ABC compares with traditional marginal and absorption costing methods, including its relative advantages and disadvantages as a system of cost accounting;
- differentiate between variable and absorption costing, prepare statements of comprehensive income under both methods, compare profits, and explain the differences;
- separate costs into their fixed and variable components and use these in terms of break-even analysis;
- apply and analyse concepts of cost and revenue relevant to short-term pricing and product decisions;
- explain the purpose of standard costing, apply standard costing methods within a marginal costing system, and prepare a reconciliation of budgeted to actual profits; and
- prepare budgets based on forecasts and discuss developments to improve the budgeting process.

Financial Management 2C
SEMESTER MODULE
NQF LEVEL: 6

(FNM02C2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to provide students with the competence, on a second-year level, to understand and apply the underlying concepts of financial management, which can be integrated as part of their study of marketing management.

OUTCOMES

Students should be able to:

- describe the role of financial management in a business environment;
- explain cost terminology, classify costs and compute total cost;
- explain cost assignment, compute and apply overhead rates using appropriate bases;
- evaluate information to formulate selling prices and discuss profitability analysis;
- explain and apply the cost-volume-profit model;
- identify the relevant costs and income for different decision-making problems and list the relevant qualitative factors which impact on decision-making;
- explain and apply the components of working capital management;
- evaluate the desirability of investment proposals;
- formulate decisions under conditions of risk and uncertainty;
- discuss the concept of budgeting and prepare budgets;
- describe controls used by companies and elements of management control systems within the context of the overall control process;
- explain and apply financial performance measures, and
- analyse and interpret the performance of business entities by means of ratios.

Financial Management 3A
(FNM03A3)

SEMESTER MODULE
NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to provide students with advanced competencies in applying cost and management accounting theory and practice by equipping them with the skill to apply different costing systems; to measure relevant costs for short-term decision-making purposes; and the ability to generate

analyses and evaluate budgets needed for the control of present and projected performance and the competency to use these together with different costing systems to evaluate actual performance.

OUTCOMES

Students should be able to:

- explain cost terminology, classify costs, compute manufacturing and total cost and apply job costing as a costing method;
- perform and evaluate process costing as a costing method;
- differentiate between joint and by-products and cost both by applying different joint cost allocation methods;
- measure costs and revenues for a range of decisions and use break-even analysis as a decision-making tool;
- explain, compute, and apply linear programming;
- analyse information to assess the impact on decisions of variables with uncertain values;
- apply standard costing methods within an absorption costing system and prepare a reconciliation of budgeted to actual profits;
- evaluate performance using budgets, recognising alternative approaches and sensitivity to variable factors, and discuss the broader managerial issues arising from the use of budgets in control; and
- discuss various approaches that fall within the area of strategic cost management and describe contributions that have been made to the development of strategic management accounting.

Financial Management 11

(FNM1CP1)

ONLINE MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to cover advanced computer skills required by professional in the financial world. The purpose of this module is to ensure that all candidates are proficient and efficient in the practical application of certain key software applications. Lastly, the purpose of this module is to provide the student with a basic yet applicable knowledge of fundamental concepts of finance. In addition, each of these concepts fits into the financial management function.

OUTCOMES

Students should be able to:

- develop and modify electronic spreadsheets in Microsoft Excel;
- describe the sources of short-term finance;
- describe the options of short-term cash investment that are available to an entity;
- discuss the theory of time value of money;
- apply the theory of time value of money to solving practical business problems;
- discuss the theory of valuation techniques used to value equity instruments; and
- discuss basic cost of capital techniques.

Financial Management 12

(FNM2CP1)

ONLINE MODULE

NQF LEVEL: 5

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide basic computer skills required by professional people in the financial world. The purpose of this module is to ensure that all candidates are computer literate as well as proficient in the practical application of certain key software applications. In addition, the purpose of this module is to provide the student with a basic yet applicable knowledge of fundamental concepts of cost accounting. In addition, where each of these concepts fits into the financial management function. Furthermore, the purpose of this module is to give students a proper foundation in important mathematical skills needed to pursue

studies in accounting, business, finance and economics. Students are taught various topics in fundamental algebra, graphs, financial mathematics, statistics, and calculus with direct applications in the relevant fields.

OUTCOMES

Students should be able to:

- perform file maintenance within an operating system;
- create and modify electronic documents in Microsoft Word;
- use the internet and electronic mail;
- accurately perform basic calculations in algebra;
- correctly apply the algebraic techniques learned to problem solving;
- apply consistently the features of a straight line to selected problems;
- solve and discuss economic and financial-based problems by means of graphs, lines, functions, and inequalities;
- apply methodically non-linear functions to selected areas in the economic sciences;
- describe the role of cost accounting, management accounting, and financial accounting in a business environment;
- compare and contrast the role of the management accountant and the financial accountant;
- explain cost terminology, classify costs, and compute total cost;
- understand exponential and logarithmic functions;
- apply concepts of percentage, rates, and ratios; and
- understand mathematical formulas and techniques in order to solve economic and financial science-related problems.

Financial Management 21

(FNM1CP2)

ONLINE MODULE

NQF LEVEL: 6

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide the student with an intermediate knowledge of fundamental concepts of finance, and where each of these concepts fit into the financial management function.

OUTCOMES

Students should be able to:

- evaluate the working capital position of an entity;
- discuss policies for managing the level of investment in working capital;
- discuss approaches to finance working capital;
- analyse the short-term cash position of a company;
- analyse trade receivables and payables, as well as inventory ratios;
- calculate trade receivables and payables, as well as inventory ratios;
- calculate cost of equity for business/incorporated entities;
- calculate after-tax cost of debt for business/incorporated entities;
- calculate weighted cost of capital for business/incorporated entities;
- evaluate capital budgeting techniques;
- apply capital budgeting techniques in order to make long-term capital investment decisions;
- discuss types and sources of long-term finance for business/incorporated entities;
- explain the concept of gearing; and
- evaluate the leasing decision and alternative forms of financing.

CALCULATION CRITERIA**Subject type: CE****PURPOSE**

The purpose of this module is to introduce basic costing techniques and methods. In this module, students will identify and analyse cost and management accounting techniques and prepare information for decision-making purposes.

OUTCOMES

Students should be able to:

- calculate, analyse, and evaluate material and labour costs as part of manufacturing cost;
- explain cost assignment, calculate and apply overhead rates using appropriate bases;
- prepare a break-even analysis using simple Cost-Volume Profit calculations;
- discuss and explain various costing methods, total quality management, and the role of environmental costing in various contexts;
- apply marginal (or variable) throughout and absorption accounting methods in respect of profit reporting and inventory valuation;
- apply standard costing methods, including the reconciliation of budgeted and actual profit margins;
- compare and contrast activity-based costing with traditional marginal and absorption costing methods;
- explain the advantages and disadvantages of standard costing in various sectors and its appropriateness in the contemporary business environment;
- discuss, explain, and analyse budgets and its use in performance management and management control; and
- prepare a budget for any account in the master budget, based on projections/forecasts and managerial targets.

Financial Management 31**CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to provide the student with advanced knowledge of fundamental concepts of finance. In addition, where each of these concepts fits into the financial management function.

OUTCOMES

Students should be able to:

- calculate ratios relevant to an entity's profitability, financial position, and performance, as well as financial adaptability;
- evaluate ratios relevant to an entity's profitability, financial position, and performance as well as financial adaptability;
- discuss the limitations of ratio analysis;
- evaluate the impact of changes in capital structure for an incorporated entity, on shareholders and other stakeholders;
- assess the capital structure of an entity;
- evaluate alternative methods of raising long-term debt as well as equity finance;
- compare alternative methods of raising long-term debt as well as equity finance;
- evaluate payout policies for an incorporated entity to meet the requirements of shareholders;
- recommend appropriate dividend policies, taking into account the shareholder requirements as well as the cash requirements of the entity;
- evaluate the value of entities, both listed and non-listed, using a range of methods, taking taxation into consideration;
- evaluate the suitability of valuation methods taking into account the context of a given scenario;

- evaluate strategic, including taxation, implications of a proposed merger/acquisition;
- evaluate financial, including taxation, implications of a proposed merger/acquisition;
- evaluate alternative pricing structures and bid processes, including taxation; and
- evaluate post-transaction issues.

Financial Management 32

(FNM2CP3)

ONLINE MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce advanced costing techniques and methods. In this module, students will identify and analyse accounting techniques and prepare information for decision-making purposes.

OUTCOMES

Students should be able to:

- explain and analyse the concept of relevancy for short-term decision making, calculate break-even and product mix using linear programming, and identify cost information that provides conflicting data;
- explain the principles of decision making, including the identification and use of relevant cash flows and qualitative factors;
- explain the issues that arise in pricing decisions and the conflict between the “marginal cost” principle, and the need for full recovery of all costs incurred;
- analyse, discuss, and apply risk assessment and decision models to deal with uncertainty in decision making;
- explain the concepts of risk and uncertainty by calculating, applying, and solving issues of simple probability;
- discuss the nature of risk and uncertainty and the attitudes to risk by decision makers;
- analyse risk using sensitivity analysis, expected values, standard deviations, and probability tables;
- evaluate and apply methods of identifying and managing competitive cost advantages;
- discuss and evaluate decision-making in responsibility centres, behavioural consequences of performance measurement, and the impact of transfer pricing in the context of an organisational structure;
- discuss and evaluate long-term decision-making processes, its consequences, and pricing strategies; and
- analyse and discuss sensitivity analysis methods used to manage risk.

Financial Management 200

(FMA200)

YEAR MODULE

NQF LEVEL: 6

NQF CREDITS: 28

This module is presented to students who are studying towards the Chartered Accountancy qualification. This module is divided into two separate sections, each with a separate purpose.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to provide the student with basic to intermediate practical skills and knowledge of fundamental concepts of finance and costing, and where each of these concepts fits into the financial management function.

OUTCOMES

Students should be able to:

- demonstrate his/her ability to identify the basic types of financial management decisions and relate them to the role of the financial manager;
- explain the time value of money concept and perform calculations on single amounts, annuities, perpetuities and mixed streams of cash flows;
- explain and apply the concepts of risk and return as well as diversification;

- demonstrate an understanding of the capital structure of an entity and the implications of changing the capital structure;
- identify, evaluate and make decisions regarding the appropriate sources of long-term corporate capital;
- understand and apply cost of capital;
- explain and apply working capital management, including calculations;
- evaluate the dividend policy of a company and make recommendations;
- analyse and interpret the financial statements of an entity;
- describe the role of cost accounting, management accounting and financial accounting in a business environment;
- explain cost terminology, classify costs and compute total cost;
- evaluate, analyse and compute material and labour cost as part of manufacturing cost;
- explain cost assignment, compute and apply overhead rates using appropriate bases;
- evaluate and apply job costing as a costing method;
- evaluate and apply process costing as a costing method;
- differentiate between joint and by-products and the cost of both by applying different joint cost allocation methods;
- differentiate between variable and absorption costing, prepare income statements under both methods and compare profits;
- describe the influence of changes in volume on the nature of cost and perform a cost-volume-profit analysis; and
- demonstrate a basic understanding of the impact of sustainability on business decision-making.

Financial Management 300

(FMA300)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 34

This module is presented to students who are studying towards the Chartered Accountancy qualification. This module is divided into two separate sections, each with a separate purpose.

CALCULATION CRITERIA

Subject type: JH

SECTION A

PURPOSE

The purpose of this section of the module is to provide students with the competence, on an intermediate level, to understand and apply the underlying concepts of cost accounting, i.e. the concept of advanced manufacturing environment and management accounting techniques. Detailed knowledge regarding the concepts of stock control, planning and stock management, budgeting, standard costing, performance measurement, transfer pricing and business strategy will be obtained.

OUTCOMES

Students should be able to:

- understand the theory underlying strategy;
- understand and evaluate an entity's strategy;
- describe the influence of changes in volume on the nature of cost and perform a cost-volume-profit analysis;
- explain cost terminology, identify types of decisions and determine relevant costs of material and labour;
- accumulate costs of decision making, split total costs into variable and fixed portions and use the effect of the learning curve in calculations on cost;
- evaluate and apply expected values to enable the application thereof in decision making;
- evaluate and apply the economic order quantity (EOQ) as an optimisation method and describe the ABC method of cost classification;
- differentiate between the different types of budgeting;
- understand and apply standard costing;
- understand and apply transfer pricing and performance evaluation; and
- demonstrate a basic understanding of the impact of sustainability on business decision-making.

SECTION B

PURPOSE

The purpose of this section is to provide qualifying students with the skill to evaluate and select long-term investment options and to make decisions regarding the financing of an enterprise and its long-term assets. They would also be provided with the Skills to value business operations using different valuation methods and financial analysis techniques.

OUTCOMES

Students should be able to:

- identify and evaluate, and make decisions regarding the appropriate sources of long-term corporate capital;
- demonstrate an understanding of the capital structure of an entity and the implications of changing the capital structure;
- understand and apply cost of capital;
- make long-term capital investment decisions by using different capital budgeting techniques and critically evaluate each technique;
- evaluate the leasing decision and alternative sources of finance;
- determine the value of business operations by applying different valuation methods and evaluate each critically;
- analyse and interpret the financial statements of an entity;
- explain the role of the treasury function to manage financial risk and evaluate different techniques to hedge against these risks; and
- demonstrate an understanding of businesses in distress and suggest possible remedies.

CBE.290 FINANCIAL MANAGEMENT IN TOURISM

Financial Management in Tourism 2B

(FNT2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with the necessary knowledge in applying basic accounting and financial management principles for effective financial decision-making in a tourism and hospitality organisation. Students will receive guidance on how to manage the tourism/hospitality business in a sustainable financial way by the integration of foundational, practical and reflective competence.

OUTCOMES

Students should be able to:

- prepare financial statements for various forms of business entities from a trial balance;
- use ratio analysis in order to make sound financial management decisions;
- understand and interpret budget strategies;
- develop and interpret budgets as a control and projection measure for specific operations/departments in tourism /hospitality enterprises;
- utilise cost-volume-profit analysis as a management tool to determine the revenue required at a predetermined level of profit; and
- understand and apply the concept of 'time value of money' by performing simple calculations on single amounts, annuities, and perpetuities.

CBE.291 FINANCIAL MARKETS AND INSTITUTIONS

Financial Markets and Institutions 2A

SEMESTER MODULE (FMI02A2)

ONLINE MODULE (FMN02AO)

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (FMI02A2)

Subject type: SH

CALCULATION CRITERIA FOR (FMN02AO)

Subject type: CE

PURPOSE

The purpose of this module is to understand and link financial and economic principles related to and underpinning the working of national and international financial markets and institutions.

OUTCOMES

Students should be able to:

- understand and interpret financial market activities;
- apply and evaluate the theories, related principles, and role of financial institutions and financial instruments in the economy;
- apply calculations to the financial institutions and financial instruments in the economy; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Financial Markets Rules and Regulations 2A

SEMESTER MODULE (FMR02A2)

ONLINE MODULE (FMR02AO)

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (FMR02A2)

Subject type: SH

CALCULATION CRITERIA FOR (FMR02AO)

Subject type: CE

PURPOSE

The purpose of this module is to obtain a comprehensive understanding of the rules and regulations that apply to financial markets both locally and internationally. This includes the applicable regulatory environment in property, financial planning, and investment management.

OUTCOMES

Students should be able to:

- understand financial markets rules and regulations;
- understand the different legal business entities, understand Insolvency and Bankruptcy, understand Ethics, Standards, and law; and
- apply financial markets rules and regulations.

CBE.292 FINANCIAL PLANNING

Financial Planning 3A

SEMESTER MODULE (FNP03A3)

ONLINE MODULE (FNP03AO)

NQF LEVEL: 7

15

NQF CREDITS:

CALCULATION CRITERIA FOR (FNP03A3)

Subject type: SH

CALCULATION CRITERIA FOR (FNP03AO)

Subject type: CE

PURPOSE

The module introduces the students to the financial planning environment. It creates an exposure to the financial planning process and the application thereof. Students acquire the necessary knowledge and skills to begin compiling a comprehensive financial plan for an individual.

OUTCOMES

Students should be able to:

- define and understand financial planning;
- practice the principles of Financial planning;
- apply the principles and calculations of personal financial management to an individual's financial situation;
- calculate Individuals' income tax, capital gain tax and donations tax;
- apply time value of money;
- advise an individual on their personal risks; and
- apply principles of healthcare.

Financial Planning 3B

SEMESTER MODULE (FNP03A3)

ONLINE MODULE (FNP03BO)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (FNP03A3)

Subject type: SH

CALCULATION CRITERIA FOR (FNP03BO)

Subject type: CE

PURPOSE

The purpose of this module is to introduce the students to the concepts and workings of the financial planning environment. It creates an understanding of the environment wherein the financial planner operates and focuses on the dynamics of the different areas of financial planning.

OUTCOMES

Students should be able to:

- apply provisions of the Short-Term Insurance Act and Long-Term Insurance applicable in financial planning;
- differentiate between various types of legal business entities;
- discuss and apply the different types of business insurance and the relevant implications to a client's needs;
- construct a comprehensive estate plan for a client, taking into account provisions of matrimonial property law and law of succession;
- discuss the use of trusts in financial planning; and
- apply provisions of the Medical Schemes Act applicable in financial planning; and evaluate medical scheme options and benefits.

CBE.293 FOOD AND BEVERAGE STUDIES

Food and Beverage Studies 1A

(FBS1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to food and beverage operations and covers food composition, nutrition properties, products, food preparation, and safety. Students will prepare and cost basic recipes; compile and execute set menus as well as food production schedules.

OUTCOMES

Students should be able to:

- identify professional standards in order to carry out basic food and beverage service in restaurants;
- recognise the elements needed to cost basic recipes;
- describe operations for food production units in restaurants;
- discuss basic nutrition principles; and
- apply basic nutrition principles in the planning of menus in restaurants.

Food and Beverage Studies 2A

(FBS2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to design to expose students to advanced food and beverage control, legislative requirements and advanced food service skills. The student will also be exposed to recipe modification.

OUTCOMES

Students should be able to:

- study and modify a range of menu items suited to a variety of food outlets;
- develop and modify menus to cater for the nutritional demands of consumers;
- explain recipe modification for dietary and cultural needs to consumers; and
- demonstrate advanced food and beverage service in a variety of restaurants and food service outlets in terms of legislative requirements and operations.

Food and Beverage Studies 1B

(FBS1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the student to the knowledge and skills required for food service in a restaurant environment. The module will cover all aspects of alcoholic beverages and their production, wine and food pairing, beverage service, and basic food and beverage cost control. Skills will be developed in a professional restaurant environment.

OUTCOMES

Students should be able to:

- apply professional standards in order to carry out basic food and beverage service in restaurants;
- demonstrate food and wine pairing in a restaurant setting;
- incorporate proper nutrition principles into menu planning and recipes; and
- report on basic food and beverage cost control practices in a restaurant environment.

Food and Beverage Studies 2B

(FBS2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to design to expose students to kitchen design and international restaurant cuisines and international wines. The latest menu trends to suit health trends and cost control in restaurant development will be covered.

OUTCOMES

Students should be able to:

- apply menu and nutritional planning for sustainable cooking in an international restaurant context;
- explain the impact of socio-economic perceptions on the health status of the South African population; and
- evaluate food and beverage service in a variety of restaurants and food service outlets in terms of layout and design, costing, and control measures.

Food and Beverage Studies 3A

(FBS3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with intermediate to advanced-level skills in event management in relation to planning an event for food and beverage operations.

OUTCOMES

Students should be able to:

- plan and design a large-scale event focusing on improving the operational facilities and procedures for a food and beverage facility;
- interpret concepts of administration and production procedures for corporate providers of the food and beverage industry during event planning; and
- Interpret and evaluate contracts for corporate providers in the food and beverage industry during event planning.

Food and Beverage Studies 3B

(FBS3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the skills to execute yield management for food and beverage operations, focusing on integrating techniques with information technology, management issues and marketing.

OUTCOMES

Students should be able to:

- create a function or event using sound business principles;
- implement yield management with the integration of IT and marketing; and
- evaluate the implementation of the event by using the principles of event management.

CBE.294 GOVERNANCE AND CONTROL

Governance and Control 2A

(GAC02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

The Best Mark X Highest Percentage 40:60 rule will apply to these modules.

PURPOSE

The purpose of this module is to provide students with the knowledge and skills to advise on issues associated with corporate governance, risk management and control. They will further be equipped to identify and address control concerns or ethical dilemmas in the workplace. The module also prepares students for further study in governance, professional ethics, and control.

OUTCOMES

Students should be able to:

- explain the principles and guidelines of the regulatory and professional bodies' codes of conduct;
- evaluate the implications and advise on how to resolve an ethical dilemma faced by an accountant or other professionals in business;
- evaluate the implications and advise on how to resolve an ethical dilemma faced by a business;
- discuss and apply the principles of internal controls in the context of business cycles;
- describe and discuss, explain the risk management process; and
- identify and explain business, financial, and systematic risks, and identify and explain the risks and weaknesses in a digital environment.

Governance and Control 3AB

(GOC3AB0)

YEAR MODULE

NQF LEVEL 7

NQF CREDITS: 32

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to build on the knowledge gained in Governance and Control 2B. The module also covers risk management as well as the activities and controls applicable to the cycles of a business, cycle integration, and Information Technology Systems (ITS). The cycles addressed are: revenue and receipts cycle, purchases and payment cycle, payroll cycle, production and inventory cycle, finance and investment cycle and the bank and cash cycle. The module also covers the statutory requirements of the Companies Act, CC Act, and the Public Finance and Management Act (PFMA), the principles of corporate governance, integrated sustainability reporting, and internal auditing.

OUTCOMES

Students should be able to:

- describe, discuss, and evaluate the risk management process;
- identify and evaluate business risks;
- analyse the design, implementation, and monitoring of controls for each business cycle with a focus on management assertions, management control objectives, the flow of documentation and transactions;
- identify, design, and propose controls necessary for each business cycle by using a control framework;
- assess a given scenario to identify control weaknesses for each of the business cycles and provide recommendations for improvement;
- understand and describe how the use of computers for data processing can affect the internal controls of an organisation and the implications of computer systems in an organisation;
- describe general and application controls in a computerised environment;
- design and implement general and application computer controls, identify weaknesses in a computer environment, and provide recommendations for improvement of the weaknesses identified;
- apply and make recommendations on the compliance of the statutory requirements of the Companies Act, CC Act, and the PFMA;
- apply as well as make recommendations on the principles and compliance of the regulatory and professional bodies codes of conduct, and apply the principles and guidelines to practical situations;
- assess and apply the principles of assurance and review;
- assess and apply the principles of Corporate Governance; and
- assess and apply the principles of internal auditing.

CALCULATION CRITERIA**Subject type: CE****PURPOSE**

The purpose of this module is to provide the students a strong and academically sound understanding of governance and control of organisations. The student should, after completing the module, be competent in understanding the relevant governance and control principles and apply them to given practical scenarios.

OUTCOMES

Students should be able to:

- demonstrate an understanding of the concept of audit and assurance and the functions of audit, corporate governance, including ethics and professional conduct, describing the scope and distinguishing between the functions of internal and external audit for the following:
 - corporate governance;
 - external audits;
 - internal audit and governance, and the differences between external audit and internal audit;
 - professional ethics and Code of Ethics and Conduct for the following professional bodies;
 - the ACCA code of ethics;
 - the IIA code of ethics; and
 - the CIMA code of ethics.
- demonstrate an understanding of sustainability and the auditor's involvement therein;
- demonstrate an understanding of the concept of audit and other assurance engagements;
- demonstrate an understanding of the scope of the internal audit function, outsourcing, and internal audit assignments;
- analyse the design, implementation, and monitoring of controls for each business cycle with a focus on management assertions, management control objectives, the flow of documentation and transactions for each of the business cycles;
- identify, design, and propose controls necessary for each of the business cycles by using a control framework;
- identify control weaknesses for each of the business cycles and provide recommendations for improvement;
- describe, discuss, and evaluate the risk management process;
- identify and evaluate business risks;
- identify and explain internal and external risk types;
- identify and explain enterprise risk management; and
- demonstrate an understanding of the risk management standards.

Governance, Risk Management and Control 22**(GRM2CP2)****ONLINE MODULE****NQF LEVEL: 6****NQF CREDITS: 15****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to provide the students with a strong and academically sound understanding of governance and control of organisations. The student should, after completing the module, be competent in understanding the relevant governance and control principles and apply them to given practical scenarios.

OUTCOMES

Students should be able to:

- analyse the design, implementation, and monitoring of controls for each business cycle with a focus on management assertions, management control objectives, the flow of documentation and transactions for each of the business cycles;

- identify, design, and propose controls necessary for each of the business cycles by using a control framework;
- identify control weaknesses for each of the business cycles and provide recommendations for improvement.
- describe general and application controls in a computerised environment;
- design and implement computer controls and identify weaknesses in a computer environment, and provide recommendations for improvement; and
- explain how the use of computers for data processing methods can affect the internal controls of an organisation.

CBE.296 HOSPITALITY FINANCIAL MANAGEMENT

Hospitality Financial Management 1A

(HFM01A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to enable students to be capable to understand basic hospitality accounting principles and food costing to contribute to effective decision-making and sustainability of the hospitality enterprise (foundational, practical and reflective competence).

OUTCOMES

Students should be able to:

- identify basic principles of hospitality accounting systems to provide financial information to make economic decisions for hospitality enterprises and their different departments;
- describe controls and accounting methods adapted for the different hospitality enterprises; and
- explain why it is important for hospitality managers to understand the basic theory and practice of accounting in the hospitality industry.

Hospitality Financial Management 1B

(HFM01B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to enable students to apply basic hospitality accounting principles and food costing to contribute to effective decision-making and sustainability of the hospitality enterprise (foundational, practical and reflective competence).

OUTCOMES

Students should be able to:

- identify the goal of financial management and explain why it is important for hospitality managers;
- briefly explain the interaction and role of finance within the hospitality industry;
- differentiate between and prepare various financial statements/records for various forms of business entities; and
- apply the different accounting principles applicable to the various financial statements.

Hospitality Financial Management 2A
SEMESTER MODULE
NQF LEVEL: 6

(HFM02A2)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the skills to explain and report on higher levels of hospitality accounting principles and food costing to contribute to effective decision-making, risk management, and the overall success of the hospitality enterprise (foundational, practical, and reflective competence).

OUTCOMES

Students should be able to:

- apply higher-level principles of accounting in order to contribute to the management and execution of basic financial functions and the contribution of financial information which is required to manage a hospitality operation effectively;
- discuss the various techniques of calculating costs in a manufacturing, retail, and service environment;
- use ratio analysis of a hospitality enterprise in order to make sound financial management decisions;
- illustrate the concepts of risk and return, including the application of these concepts in the hospitality industry; and
- interpret the concept of 'time value of money', including the application of these concepts in the hospitality industry by performing simple calculations on single amounts, annuities, perpetuities, and mixed streams of cash flows.

Hospitality Financial Management 2B
SEMESTER MODULE
NQF LEVEL: 6

(HFM02B2)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip students with the ability to report on accounting conventions and food costing skills in order to contribute to the decision-making team in a hospitality enterprise.

OUTCOMES

Students should be able to:

- utilise cost-volume-profit analysis as a management tool to determine the revenue required at a predetermined level of profit;
- interpret the purpose of effective food, beverage, and labour cost controls;
- investigate systems supported with records to establish standards and calculate actual food, beverage, and labour costs;
- develop and interpret budgets as a control and projection measure for specific operations/departments in various hospitality enterprises; and
- interpret financial records and performance.

Hospitality Financial Management 3A
SEMESTER MODULE
NQF LEVEL: 7

(HFM3AA3)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to ensure that a student is capable of employing a range of financial management principles in their day-to-day task execution that will contribute to effective decision-making and the success of a hospitality enterprise. In addition, students should also develop the skill to transfer knowledge to team members and subordinates.

OUTCOMES

Students should be able to:

- utilise the concept of 'time value of money' by performing advanced calculations on single amounts, annuities, perpetuities, and mixed streams of cash flows;
- analyse and report on the advantages and disadvantages of various financing methods;
- apply and critically evaluate the various investment appraisal methods used to inform management in the investment decision-making process; and
- evaluate the relationship between risk, return, and cost of capital, calculate the cost of capital, and evaluate its relevance to investment decision making.

Hospitality Financial Management 3B

(HFM3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to equip a student with the ability to create financial management tools to contribute to the effective management and success of a hospitality enterprise.

OUTCOMES

Students should be able to:

- develop a cash flow projection, budget, and cost-profit analysis for a hospitality enterprise;
- carry out an enterprise evaluation using both accounting and market value measures on these companies in the hospitality, tourism, and leisure sectors;
- describe, calculate, and interpret the rate of return on different types of hospitality investment opportunities;
- evaluate and negotiate a new hospitality venture; and
- evaluate the role of financial management in corporate strategy and assess the methods used by financial managers to create value.

CBE.297 HOSPITALITY IN MARKETING MANAGEMENT

Hospitality in Marketing Management 2B

(HMN2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an overall understanding of the value chain and of marketing management within the hospitality industry, so that they can interpret the process from sourcing to distributing and selling of products and services.

OUTCOMES

Students should be able to:

- define marketing management as a concept;
- explain the elements of the value chain;
- explain the variables of the marketing mix within the hospitality environment;
- illustrate how market research should be applied within the hospitality environment; and
- discuss the marketing challenges experienced by marketing managers within a hospitality context.

CBE.298 HUMAN RESOURCE MANAGEMENT

Human Resource Management 1A

SEMESTER MODULE (HRM1AA1)

ONLINE MODULE (HRMACP1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (HRM1AA1)

Subject type: SH

CALCULATION CRITERIA FOR (HRMACP1)

Subject type: CE

PURPOSE

The purpose of this module is to understand the field, profession, and practices of the Human Resources (HR) Practitioner within the context of the HR value chain: HR planning, recruitment, selection, appointment, performance management, performance development, organisational development, remuneration, employee relations, wellness, information systems, and retention strategy. Explore people management best practices to align the HR value chain to the Line Manager functions, ensuring fairness, accountability, responsibility, and transparency. Students focus on the HR arena in the business, private, and public sectors within the local, national, and international marketplace.

OUTCOMES

Students should be able to:

- define Human Resource Management (HRM) as a profession and field consisting of the HR value chain or functions impacted by legislation, standards, policies, procedures, and practices;
- explain the interrelationships of the Human Resource Management function with other organisational functions and interrelated, multi-dimensional disciplines;
- investigate the role of professional bodies and national and international strategies in Human Resource Management;
- compare past and contemporary management theories in explaining the development and practice of Human Resource Management;
- explore the implications of business challenges and opportunities for Human Resource Management as a profession; and
- explain the roles and outputs of Human Resource Management within the context of small, medium, and large organisations.

Human Resource Management 1B

SEMESTER MODULE (HRM1BB1)

ONLINE MODULE (HRMBCP1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (HRM1BB1)

Subject type: SH

CALCULATION CRITERIA FOR (HRMBCP1)

Subject type: CE

PURPOSE

The purpose of this module is to empower students to practice fair, valid, and reliable recruitment, selection, remuneration, rewards, appointments, and orientation processes when engaging with line managers to contract the right people for the right jobs to achieve the organisational strategic goals. Ensure that legislation, policy, and procedures (Conditions of Service), processes, monitoring, evaluation, effective communication, quality, and records are of high standards.

OUTCOMES

Students should be able to:

- use flow diagrams to show the steps in the recruitment, selection, remuneration, rewards, appointments, and orientation processes;
- discuss and debate the merits of how Human Resources (HR) should engage with line managers to contract the right people for the right jobs to achieve the organisational strategic goals;

- analyse the HR relevant legislation (Basic Conditions of Employment (BCE), Labour Relations Act (LRA), SDLA, EEA, Broad Based Black Economic Empowerment (BBBEE, etc.) to design HR policy and procedures or Conditions of Service with quality processes that benefit employer and employee; and
- explain how effective HR communication, maintaining high quality of service delivery, regular monitoring and evaluation, and producing relevant records promote organisational strategy.

Human Resource Management 2A

SEMESTER MODULE (HRM2AA2)

ONLINE MODULE (HRMCP2)

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (HRM2AA2)

Subject type: SH

CALCULATION CRITERIA FOR (HRMACP2)

Subject type: CE

PURPOSE

The purpose of this module is to gain skills and competencies to empower line managers to manage the performance and development of employees. Understand the Human Resource Business Partner (HRBP), Human Resource Development (HRD) Practitioner and line manager roles in employee performance development and improvement within the context of established performance management and HRD theories, systems, models and frameworks. Align employee performance and development to talent management, succession planning, career paths, and promotions.

OUTCOMES

Students should be able to:

- describe and critique empowerment strategies for line managers to execute the HR processes of employee performance appraisal, personal development plans, performance improvement, and annual performance ratings;
- analyse the Human Resource Business Partner, HRD Practitioner, and line manager roles in employee performance development and improvement within the context of established performance management and HRD theories;
- investigate systems, models, and frameworks that align employee performance and development to talent management, succession planning, career paths, and promotions;
- explain the HRD Practitioner's role in providing cost-effective, high-quality training and skills development opportunities for employees and managers to improve and sustain high-quality performance; and
- employ relevant computer software and technology to record and report on performance management, development interventions, and talent pipelines.

Human Resource Management 2B

SEMESTER MODULE (HRM2BB2)

ONLINE MODULE (HRMBCP2)

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (HRM2BB2)

Subject type: SH

CALCULATION CRITERIA FOR (HRMBCP2)

Subject type: CE

PURPOSE

The purpose of this module is for students to learn to promote effective and efficient employee relations, wellness and safety within the workplace as per legislative requirements Basic Conditions of Employment (BCOE); Labour Relations Act (LRA); Employment Equity Act (EEA); Occupational Safety and Health Administration (OSHA); ; National Skills Development Strategy (NSDS), etc. Use multiple case studies, actual workplace observations and investigations to understand the role of collective bargaining councils, unions, peer educator programmes and risk management in maintaining and sustaining employee engagement, diversity integration and improved individual and team performance.

OUTCOMES

Students should be able to:

- best practices (BCOE; LRA; EEA; OSHA; National Skills Development Strategy (NSDS), etc.) promote effective and efficient employee relations, wellness, and safety within the workplace;
- compare multiple case studies, actual workplace observations, and investigations to understand the role of collective bargaining councils, unions, peer educator programmes and risk management in employee wellness;
- design strategies to maintain and sustain employee engagement, diversity integration, and improved individual and team performance; and
- discuss the management of labour disputes, grievances, and employee disengagement to minimise cost to the company and maximise human capital development.

Human Resource Management 3A

SEMESTER MODULE (HRM3AA1)

ONLINE MODULE (HRMACP3)

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA FOR (HRM3AA1)

Subject type: SH

CALCULATION CRITERIA FOR (HRMACP3)

Subject type: CE

PURPOSE

The purpose of this module is to equip students with technological skills and acumen to effectively and efficiently manage databases of employee records. Students use Human Resource (HR) analytics and metrics to capture, store, and report on a variety of datasets within the HR value chain, thereby affirming HR as a professional, strategic player in organisational development. Specialised skills and strategies are used to improve the efficiency of Human Resource Information Systems (HRIS).

OUTCOMES

Students should be able to:

- use relevant technology to effectively and efficiently manage databases of employee records;
- apply HR analytics and metrics to capture, store, and report on a variety of datasets within the HR value chain;
- assess the role of HRIS in affirming HR as a professional, strategic player in line manager and organisational development;
- improve on specialised IT skills, software, and strategies to improve the efficiency of the HRIS function; and
- measure and critically evaluate the Return on Investment (ROI) that the HR division brings into an organisation.

Human Resource Management 3B

SEMESTER MODULE (HRM3BB2)

ONLINE MODULE (HRMBCP3)

NQF LEVEL: 7

NQF CREDITS: 12

CALCULATION CRITERIA FOR (HRM3BB2)

Subject type: CE

CALCULATION CRITERIA FOR (HRMBCP3)

Subject type: CE

PURPOSE

The purpose of this module is for students to be able to compile and submit a Portfolio of Evidence (POE) and conduct an audio-visual presentation on their evidence of EITHER the entire Human Resource (HR) value chain OR on the specific outcomes of three selected modules. Evidence is in the form of observations, research, learning, and data gathering during the simulated, integrated HR project, AND 80 to 100 hours (2-3 Weeks) of actual workplace job shadowing, internship, studentship, apprenticeship, or other form of gaining

practical, experiential learning. To graduate, students must gain “Competent” status for their team simulation + individual POE + individual presentation.

OUTCOMES

Students should be able to:

- **SIMULATED HR PROJECT**: In teams of 10, create a simulated HR environment and role play the HR value chain OR 1 specific HR function in action. The entire simulated activity will last 30 minutes. All relevant documents, forms, tools, and techniques must be well researched and authentic and presented for assessment. This simulated project involves an integration of the specific outcomes for all HRM modules in this qualification. The team simulation project will be assessed and evaluated by a panel of industrial and academic HR experts.
- **WORK INTEGRATED LEARNING (WIL) PROJECT**: Undertake 80 to 100 hours (2-3 Weeks) of actual workplace job shadowing, internship, studentship, apprenticeship or other form of gaining practical, experiential learning. The organisational acceptance or agreement to your WIL project must be authenticated by a Director or Executive of the organisation.
- **PORTFOLIO OF EVIDENCE (POE) ASSESSMENT**: compile and submit a POE of EITHER the entire HR value chain OR on the specific outcomes of 3 selected modules. Evidence is in the form of observations, research, learning, and data gathering during the simulated, integrated HR project; and
- **AUDIO-VISUAL PRESENTATION**: Conduct a 3-minute individual audio-visual presentation on your evidence gathered and presented in your POE. This presentation must reveal your understanding of the integration of the specific outcomes for all HRM modules in this qualification. Your presentation will be assessed and evaluated by a panel of industrial and academic HR experts.

Human Resource Management 3C

SEMESTER MODULE (HRM3CA1)

ONLINE MODULE (HRMCCP3)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (HRM3CA1)

Subject type: SH

CALCULATION CRITERIA FOR (HRMCCP3)

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of rewards management in an organisational and international context and provide students with the knowledge and understanding of environments in which reward professionals plan, implement and evaluate employee reward policies to support strategic organisational goals. Students will acquire both theoretical and normative understanding of the diverse approaches to reward management. Students will be able to critically reflect on the strengths and limitations of rewards in promoting individual and organisational performance in a fair, reasonable and equitable way.

OUTCOMES

Students should be able to:

- apply the principles of individual and organisational performance;
- implement reward strategies and compensation policies;
- develop appropriate reward strategies and compensation policies; and
- implement reward strategies.

Human Resource Management 3D

SEMESTER MODULE (HRM3DB2)

ONLINE MODULE (HRMDCP3)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (HRM3DB2)

Subject type: SH

CALCULATION CRITERIA FOR (HRMDCP3)

Subject type: CE

PURPOSE

The purpose of this module is to explore business alignment of the Human Resource Management (HRM) function by investigating the concepts of strategic HRM, Human Resource (HR) risk management and HR measurement. Students will learn how HR strategy is derived from and aligned to organisational objectives, analysing internal and external environmental factors. Students will also appreciate how various people-related risks can impact organisational objectives. They will be exposed to the manner in which governance and compliance frameworks are used to identify and manage HR risks in different business environments. The different measurement approaches, methodologies, tools, and metrics used to assess the effectiveness and efficiency of the HRM function will also be critically reflected upon.

OUTCOMES

Students should be able to:

- deconstruct HR strategies to determine their role in achieving specific organisational objectives;
- detect and address various positive and negative HR risks;
- determine methodologies and metrics to measure the activities of HR; and
- report on various HR activities in the form of an HR scorecard.

CBE.299 INDUSTRIAL PSYCHOLOGY

Industrial Psychology 1A

SEMESTER MODULE (IPS11A1)

ONLINE MODULES (IPAACP1 and IPABCP1)

NQF LEVEL: 5

NQF CREDITS: 16

NQF CREDITS: 8 EACH

CALCULATION CRITERIA FOR (IPS11A1)

Subject type: SH

CALCULATION CRITERIA FOR (IPAACP1/IPABCP1)

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the field of Industrial Psychology. It provides a basic knowledge and understanding of industrial psychology concepts as related to the biological basis of behaviour, research methodology, human development, learning, perception, cognition, motivation, attitude and values, personality, attraction and affiliation, group behaviour, and social processes for development. Students need to identify, describe and distinguish concepts and theories applicable to the scientific field of Industrial Psychology, acquiring a basic understanding of the nature of problems experienced in organisations.

OUTCOMES

Students should be able to:

- define, describe and explain industrial psychology;
- identify and discuss the different schools of psychology;
- describe and discuss the developments of industrial psychology;
- identify and describe the steps in the research process, considering possible errors, ethical principles and social issues;
- identify and discuss the biological basis for behaviour and illustrate the application of such knowledge to job design;
- define and explain all necessary aspects of human development, learning, perception, cognition, motivation, attitudes and values and its relevance and application in the workplace;
- define and explain the relevance of interpersonal attraction and affiliation and group behaviour in the workplace;
- define and discuss personality and the different methods of personality assessment, considering its relevance and importance in the work environment; and
- describe, discuss and explain the social processes in an organisation and how its various components interact.

Industrial Psychology 1B
SEMESTER MODULE (IPS21B1)
ONLINE MODULES (IPBACP2/IPBBBCP2)
NQF LEVEL: 5

NQF CREDITS: 16
NQF CREDITS: 8 EACH

CALCULATION CRITERIA FOR (IPS21B1)
Subject type: SH

CALCULATION CRITERIA FOR (IPBACP2/IPBBBCP2)
Subject type: CE

PURPOSE

The purpose of this module is firstly to provide students with an introduction to the field of Industrial Psychology. It provides a basic knowledge and understanding of the multi-dimensional nature of ergonomics, as well as the different applicable fields that contribute to the knowledge base of ergonomics. Students need to identify, describe and apply theoretical knowledge and concepts related to ergonomics in order to establish an effective, safe and healthy human-machine interface. Secondly, the purpose of this module is to provide students with basic knowledge and understanding of the scientific literature regarding consumer psychology. Students need to identify, describe and contextualise theoretical knowledge and concepts related to consumer psychology to understand its basic nature and practical implications. The above-mentioned allows for the basic awareness and understanding of the contributions of Industrial Psychology in the establishment of effective human-machine system interactions as well as consumer behaviour within the broader society.

OUTCOMES

Students should be able to:

- define ergonomics;
- describe the historical development of ergonomics as well as the focus and objectives of ergonomics;
- discuss the role of the ergonomist, apply the advantages of ergonomics and apply ergonomics to specific user populations;
- know the basics regarding human abilities and limitations that can influence human reliability in systems operation;
- define and explain consumer psychology;
- describe the establishment of consumer psychology as a sub-discipline of industrial psychology and indicate its strategic applications;
- describe the intra-psychic domain of consumer behaviour and to explain how marketers go about influencing consumers' behaviour in order to stimulate buying behaviour;
- describe the mechanism of the consumer decision-making process;
- describe the organismic processes of consumption; and
- contextualise the contemporary consumer.

Industrial Psychology 2A
SEMESTER MODULE (IPS12A2)
ONLINE MODULE (IP2ACP2)
NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA FOR (IPS12A2)
Subject type: SH

CALCULATION CRITERIA FOR (IP2ACP2)
Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the field of Organisation Behaviour. Students are equipped with the intellectual competencies for acquiring and understanding knowledge about behaviour on an individual, group and organisational level. Students need to identify, describe, distinguish, apply and analyse concepts and theories related to the scientific field of organisational psychology, allowing a thorough understanding of the nature of problems experienced within organisations and options for addressing these problems.

OUTCOMES

Students should be able to:

- describe and explain organisational psychology;
- differentiate between various frames of reference applicable to studying behaviour in organisations;
- demonstrate concepts and theories related to behaviour in organisations on individual, group/team and organisational level;
- examine the importance of organisational learning and renewal;
- analyse, examine and discuss the importance of leadership, strategy and organisational culture as the primary transformational variables in the organisational context;
- analyse and discuss the importance of organisational culture and the dynamics of culture in high-performing organisations;
- examine and discuss theoretical foundations of organisational change and development;
- critically assess emerging trends in organising human activity and behaviour in view of available organisational theory and design perspectives; and
- analyse, examine and discuss the importance of power, conflict, communication and decision-making within group structures and critically analyse their effects on the organisation.

Industrial Psychology 2B

SEMESTER MODULE (IPS22B2)

ONLINE MODULE (IP2BCP2)

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA FOR (IPS22B2)

Subject type: SH

CALCULATION CRITERIA FOR (IP2BCP2)

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to research methods and psychological assessment in Industrial Psychology.

OUTCOMES

Students should be able to:

- describe and explain the role of research in the profession and science of Industrial Psychology;
- discuss and evaluate different strategies of research;
- know and understand the steps to follow when undertaking research in behavioural sciences, and Industrial Psychology, in particular;
- explain and understand psychological assessment and the purpose thereof, within the multicultural South African context;
- describe and understand different types of assessment;
- describe and understand the particular current issues in psychological assessment; and
- describe and understand the process of psychological assessment.

Industrial Psychology 3A

SEMESTER MODULE (IPS13A3)

ONLINE MODULE (IP3ACP3)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (IPS13A3)

Subject type: SH

CALCULATION CRITERIA FOR (IP3ACP3)

Subject type: CE

PURPOSE

The purpose of this module is to provide students with the ability to understand and describe the field of Personnel Psychology. Core aspects of the module include research methods in Personnel Psychology, the changing nature of work, standards of effective personnel decision-making, psychological assessments in

recruitment and selection, and aspects of fairness in the South African labour and legislative context. The next part will provide students with the ability to understand and describe the field of Career Psychology. Academic content related to individual career-planning processes, life and career phases, contemporary career issues, the integration of career management principles with Human Resource (HR) systems, and industrial mental health is covered.

OUTCOMES

Students should be able to:

- outline the academic field of personnel psychology;
- develop a clear understanding of all the related research methods that are employed in the field of personnel psychology;
- examine all the key constructs, theories and strategies from the academic field of personnel psychology;
- analyse the applicability of theory to hypothetical questions within the applied field of study;
- draw conclusions and use these to formulate appropriate solutions and actions to address the theory-related issues raised in the group discussions, practical exercises and case studies;
- develop an appreciation of the complexities related to the making of sound personnel decisions, specifically within the South African labour context;
- develop a number of cross-field learning objectives;
- conceptualise the academic field of career psychology;
- comprehend all the key constructs, theories and strategies from the academic field of study;
- make inferences concerning the applicability of theory to hypothetical questions within the applied field of study;
- draw conclusions and use these to formulate appropriate solutions and actions to address the theory-related issues raised in the group discussions, practical exercises and case studies;
- develop an appreciation of the complexities related to making sound career decisions, specifically within the South African labour context;
- develop and understand the links between career psychology and HR career management;
- develop and understand the complexities of contemporary career issues;
- formulate an overview the field of industrial mental health and its practical applications; and
- develop a number of cross-field learning objectives.

Industrial Psychology 3B

SEMESTER MODULE (IPS23B3)

ONLINE MODULE (IP3BCP3)

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA FOR (IPS23B3)

Subject type: SH

CALCULATION CRITERIA FOR (IP3BCP3)

Subject type: CE

PURPOSE

The purpose of this module is to provide students with the intellectual competencies required to identify, examine and apply ethical principles, which will enable them to comprehend their professional ethical obligation as it applies to the field of Industrial Psychology. This module will also provide students with applied competencies in Industrial Psychology in order to examine, apply and analyse the relevance of the field within organisations. This module allows for a comprehensive understanding of ethical principles within organisations as well as the practical application of Industrial Psychology.

OUTCOMES

Students should be able to:

- conceptualise industrial psychology as a profession in relation to other disciplines;
- comprehend the professional ethical obligations of industrial psychology;
- construct ethical decisions based on the profession's code of ethics;
- examine ethical issues in the subfields of industrial psychology;
- present a framework of the role of industrial psychologists in enhancing organisational ethics;
- evaluate methods of evaluating the selection process in organisations;

- evaluate employee performance in the design and evaluation of employee training and development in the organisations;
- examine employee motivation, satisfaction and commitment within the new organisational context;
- evaluate the importance of leadership and group behaviour in the organisation;
- consider the importance of human factors and working conditions in organisational health; and
- develop a number of cross-field learning objectives.

CBE.300 INFORMATION MANAGEMENT

Information Management 1A

SEMESTER MODULES (IMA11A1)

ONLINE MODULES (IMACP1/IMABCP1)

NQF LEVEL: 5

NQF CREDITS: 12

NQF CREDITS: 8 EACH

CALCULATION CRITERIA FOR (IMA11A1)

Subject type: CE

CALCULATION CRITERIA FOR (IMACP1/IMABCP1)

Subject type: CE

PURPOSE

The purpose of this module is to provide the students with knowledge and skills to identify the different phases in the information life cycle, distinguish between the different types of information sources, and be familiar with databases to the extent to which this knowledge can be applied to information management principles. A student is equipped with the necessary competencies and skills to apply technology associated with the Internet, World Wide Web (WWW) and search engines for basic information management purposes.

OUTCOMES

Students should be able to:

- describe the elements of the information lifecycle;
- demonstrate theoretical and practical knowledge on how to classify the different types of information sources;
- design and create a working database;
- demonstrate theoretical knowledge of the Internet and WWW as an information infrastructure;
- demonstrate theoretical and practical knowledge of the role of the Internet and WWW tools to access information;
- evaluate the content found on the WWW for academic and/or personal research purposes; and
- do research on fundamental information management issues.

Information Management 2A

(IMA12A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide the students with the necessary knowledge to identify the different characteristics of the information economy and the knowledge economy and to explain the impact of information on the economy of a country. Furthermore, students will have a thorough understanding on how to manage knowledge and the intangible assets of an enterprise. Extensive attention is given to the concepts of knowledge work, knowledge management and intellectual capital management. Additionally, the students are equipped with research skills through report writing regarding the abovementioned aspects.

OUTCOMES

Students should be able to:

- indicate the challenges of the information economy;
- critically reflect on the information economy and the knowledge economy;
- discuss the concepts and theories of knowledge management;
- explain the skills of knowledge workers;

- describe the role of the learning organisation in value creation; and
- do research on fundamental information management issues.

Information Management 1B
SEMESTER MODULE
NQF LEVEL: 5

(IMA21B1)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to enable students to manage information as a resource; differentiate between information management and records management; apply techniques that can be used to add value to information; and explain the concept of information entrepreneurship. A student is equipped with the necessary competencies and skills required in setting up a small business in the ICT sector of the economy and applying the principles of information entrepreneurship. Furthermore, a student is equipped with research skills through report writing and communicating research results.

OUTCOMES

Students should be able to:

- describe the role of information as an economic resource;
- distinguish between information management and records management;
- identify the methods used by information managers in adding value to information;
- explain the concept of information entrepreneurship;
- compile a business plan for an information business; and
- do research on fundamental information management issues.

Information Management 2B
SEMESTER MODULE
NQF LEVEL: 6

(IMA22B2)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide the students with theoretical academic knowledge on how to gather, store, process, analyse and disseminate information via corporate portals; describe theoretically as well as discuss the practical application of intranet infrastructure as used in business intelligence; and be equipped with the necessary competencies and skills to develop and maintain basic websites and portals. Furthermore, students are equipped with research skills through report writing regarding portal applications and website development.

OUTCOMES

Students should be able to:

- demonstrate theoretical and practical knowledge of information portals and intranet toolsets for improved access to information;
- demonstrate theoretical and practical knowledge of the purpose and functionality of web-based content management systems;
- distinguish the different categories of the classic and semantic layers of the Web;
- apply correct website design techniques to ensure a functional and easy-to-navigate website;
- develop ways in which to increase the presence of a website on the Internet; and
- do research on fundamental information and content management issues.

Information Management 3A
SEMESTER MODULE (IMA13A3)
ONLINE MODULE (INM03AO)
NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to provide the students with theoretical academic knowledge necessary to explain the importance of strategic information management and be able to apply this knowledge on a practical level. This includes advanced skill levels of how to gather, store, process, analyse and disseminate information for competitive intelligence purposes. Furthermore, students are equipped with research skills through report writing regarding strategic information management and competitive intelligence techniques.

OUTCOMES

Students should be able to:

- critically reflect on the concepts of business intelligence and its sub-components;
- describe and apply various techniques for scanning the external environment of the enterprise;
- critically evaluate gathered data in order to determine future trends;
- effectively disseminate intelligence;
- explain why information is regarded as a strategic resource in enterprises;
- formulate an information policy for an enterprise; and
- do research on fundamental information management issues.

Information Management 3B
SEMESTER MODULE (IMA23B3)
ONLINE MODULE (INM03BO)
NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to provide students with theoretical academic knowledge of recent developments in advanced information retrieval tools for competitive intelligence purposes; to acquire the knowledge necessary to explain the technology and various tools used in support of competitive intelligence processes, and to be able to apply this knowledge on a practical level. Furthermore, students are equipped with research skills through report writing regarding strategic information management and competitive intelligence techniques.

OUTCOMES

Students should be able to:

- critically reflect on the strategic role of competitive intelligence;
- judge strengths and weaknesses of various competitive intelligence analysis tools;
- demonstrate an awareness of the cognitive biases related to competitive intelligence analysis;
- critically discuss the ethical standards related to competitive intelligence;
- discuss desirable qualities of competitive intelligence content;
- demonstrate an understanding of the requirements of actionable intelligence; and
- present actionable intelligence to industry clients.

CBE.301 INFORMATION SYSTEMS PROJECTS

Information Systems Projects

(PRO001)

YEAR MODULE

NQF LEVEL: 7

NQF CREDITS: 60

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to get students to integrate and use most of the tools they covered in the programmes (BCom IS) to produce a complete software application that meets industry requirements.

OUTCOMES

Students should be able to:

- develop an integrated software project that must demonstrate all the skills required as a culmination of all the training during their qualification;
- present various deliverables during the different phases of the development of the project; and
- produce relevant documentation according to acceptable standards.

CBE.302 INFORMATION SYSTEMS

Information Systems 1A

(ILS1A01)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to contemporary information systems and to demonstrate how these systems are used throughout global organisations. The focus of this module is on the key components of information systems - people, software, hardware, data, and communication technologies, and how these components can be integrated and managed to create competitive advantage. Utilising the knowledge of how IS provides a competitive advantage, students will gain an understanding of how information is used in organisations and how IT enables improvement in quality, speed, and agility. This module also introduces systems and development concepts, technology acquisition, and various types of application software that have become prevalent or are emerging in modern organisations and society.

OUTCOMES

Students should be able to:

- demonstrate an understanding of how IT enables improvement in quality, speed, and agility;
- demonstrate a grasp of systems and development concepts, technology acquisition, and various contemporary application software;
- explain the technology, people, and organisational components of information systems;
- understand globalisation and the role information systems have played in this evolution;
- understand how businesses are using information systems for competitive advantage versus competitive necessity;
- understand how organisations develop and acquire information systems and technologies;
- understand the value of information systems investments and be able to formulate a business case for a new information system and estimate costs and benefits;
- know the major components of an information systems infrastructure;
- understand how information systems are enabling new forms of commerce between individuals, organisations, and governments;
- be aware of emerging technologies that enable new forms of communication, collaboration, and partnering;
- understand how types of information systems provide the information needed to gain business intelligence to support the decision-making for the different functions; and
- understand how enterprise systems foster stronger relationships with customers and how these systems are used to enforce organisational structures and processes.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to explore the design, selection, implementation and management of enterprise Information Technology (IT) solutions. The focus is on applications and infrastructure and its fit with the business. Students learn frameworks and strategies for infrastructure management, system administration, data/information architecture, content management, distributed computing, middleware, legacy system integration, system consolidation, software selection, total cost of ownership calculation, IT investment analysis, and emerging technologies. These topics are addressed both within and beyond the organisation, with attention paid to managing risk and security within audit and compliance standards. Students also hone their ability to communicate technology architecture strategies concisely to a general business audience.

OUTCOMES

Students should be able to:

- understand a variety of frameworks for enterprise architecture analysis and decision making;
- evaluate the total cost of ownership and ROI for architecture alternatives;
- Utilise techniques for assessing and managing risk across the portfolio of the enterprise;
- evaluate and plan for the integration of emerging technologies;
- administer systems using virtualisation and monitoring, power and cooling issues;
- manage proliferating types and volume of content;
- understand the core concepts of data/information architecture and evaluate existing data/information architecture designs.
- plan for business continuity;
- understand the benefits and risks of service-oriented architecture;
- understand the role of audit and compliance in enterprise architecture; and
- understand the integration of enterprise systems with inter-organisational partners such as suppliers, government, etc.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to discuss the processes, methods, techniques and tools that organisations use to determine how they should conduct their business, with a particular focus on how computer-based technologies can most effectively contribute to the way business is organised. The module covers a systematic methodology for analysing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased Commercial-Off-The-Shelf (COTS) packages.

OUTCOMES

Students should be able to:

- understand business needs that can be addressed using information technology-based solutions;
- define problems, opportunities, or mandates that initiate projects;
- use at least one specific methodology for analysing a business situation, modelling it using a formal technique, and specifying requirements for a system that enables a productive change in the way the business is conducted;

- learn, and write clear and concise business requirements documents and convert them into technical specifications;
- communicate effectively with various organisational stakeholders to collect information using a variety of techniques and to propose solutions;
- manage information systems projects using formal project management methods;
- demonstrate the use of systems acquisition alternatives that include the use of Enterprise Resource Planning (ERP), Customer Relationship Management (CRM), Supply Chain Management (SCM) and outsourced design and development resources;
- use contemporary CASE tools for the use in process and data modelling; and
- design high-level logical system characteristics (user interface design, design of data and information requirements).

Information Systems 2B

(ILS2B01)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to discuss the processes, methods, techniques and tools that organisations use to manage their information systems projects. The module covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This module assumes that project management in the modern organisation is a complex team-based activity, where various types of technologies (including project management software as well as software to support group collaboration) are an inherent part of the project management process. This module also acknowledges that project management involves both the use of resources from within the firm, as well as those contracted from outside the organisation.

OUTCOMES

Students should be able to:

- initiate, specify, and prioritise information systems projects and to determine various aspects of the feasibility of these projects;
- understand the phases of the project management lifecycle;
- manage project teams, including the fundamentals of leadership and team motivation;
- manage project communication, both internal to the team and external to other project stakeholders;
- understand how to initiate projects, including project selection and defining project scope;
- manage project schedules with appropriate techniques and tools;
- manage project resources, including human resources, capital equipment, and time;
- manage project quality, including the identification of the threats to project quality, techniques for measuring project quality, and the techniques for ensuring project quality is achieved;
- manage project risk, including the identification of project risk, and the techniques for ensuring project risk is controlled;
- manage the project procurement process, including understanding external acquisition and outsourcing, as well as the steps for managing external procurement;
- manage project execution, including monitoring project progress and managing project change, and appropriately documenting and communicating project status;
- control projects through information tracking and cost and change control techniques;
- close projects, including administrative, personnel, and contractual closure;
- understand the mechanisms for dealing with legal issues in complex project contexts; and
- appreciate ethnic cultural differences in working with global teams, either internal to organisations or by engaging offshore outsourcers.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the core concepts in data and information management. It is centred around the core skills of identifying organisational information requirements, modelling them using conceptual data modelling techniques, converting the conceptual data models into relational data models and verifying its structural characteristics with normalisation techniques, and implementing and utilising a relational database using an industrial-strength Database Management System (DBMS). The module will also include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the module helps the students understand how large-scale packaged systems are highly dependent on the use of DBMSs. Building on the transactional database understanding, the module provides an introduction to data and information management technologies that provide decision-support capabilities under the broad business intelligence umbrella.

OUTCOMES

Students should be able to:

- understand the role of databases and database management systems in managing organisational data and information;
- understand the historical development of database management systems and logical data models;
- understand the basics of how data is physically stored and accessed;
- understand the fundamentals of the basic file organisation techniques;
- apply information requirements specification processes in the broader systems analysis and design context;
- use at least one conceptual data modelling technique (such as entity-relationship modelling) to capture the information requirements for an enterprise domain;
- link to each other the results of data/information modelling and process modelling;
- understand the purpose and principles of normalising a relational database structure;
- design a relational database so that it is at least in 3NF;
- implement a relational database design using an industrial-strength database management system, including the principles of data type selection and indexing;
- use the data definition, data manipulation, and data control language components of SQL in the context of one widely used implementation of the language;
- perform simple database administration tasks;
- understand the concept of database transactions and apply to an application context;
- understand the basic mechanisms for accessing relational databases from various types of application development environments;
- understand the role of databases and database management systems in the context of enterprise systems;
- understand the core concepts of data quality and their application in an organisational context;
- understand the difference between OLTP and OLAP, and the relationship between these concepts and business intelligence, data warehousing and data mining;
- create a simple data warehouse ("data mart"); and
- understand how structured, semi-structured, and unstructured data are all essential elements of enterprise information and knowledge management. In this context, the students will learn the principles of enterprise search.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to explore the issues and approaches in managing the information systems (IS) function in organisations and how the IS function integrates, supports or enables various types of organisational capabilities. It takes a senior management perspective in exploring the acquisition, development and implementation of plans and policies to achieve efficient and effective information systems. This module addresses issues relating to defining the high-level IS infrastructure and the systems that support the operational, administrative and strategic needs of the organisation. The remainder of the module is focused on developing an intellectual framework that will allow leaders of organisations to critically assess existing IS infrastructures and emerging technologies as well as how these enabling technologies might affect organisational strategy. The ideas developed and cultivated in this module are intended to provide an enduring perspective that can help leaders make sense of an increasingly globalised and technology-intensive business environment.

OUTCOMES

Students should be able to:

- understand the various functions and activities within the information systems area, including the role of IT management and the CIO, structuring of IS management within an organisation, and managing IS professionals within the firm;
- view an organisation through the lens of non-IT senior management in deciding how information systems enable core and supportive business processes, as well as those that interface with suppliers and customers;
- understand the concepts of information economics at the enterprise level;
- appreciate how IS represents a key source of competitive advantage for firms;
- structure IS-related activities to maximise the business value of IS within and outside the company;
- understand existing and emerging information technologies, the functions of IS and its impact on the organisational operations;
- evaluate the issues and challenges associated with successfully and unsuccessfully incorporating IS into a firm;
- understand how strategic decisions are made concerning acquiring IS resources and capabilities, including the ability to evaluate the different sourcing options;
- apply information to the needs of different industries and areas; and
- understand the role of IT control and service management frameworks from the perspective of managing the IS function in an organisation.

CBE.303 INFORMATION PORTALS

Information Portals 1A
SEMESTER MODULE
NQF LEVEL: 5

(IMP11A1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of what information portals are, and the value they can add to an organisation, distinguish between different technologies utilised in an information portal and identify what information can be effectively used in an information portal. A student completing this module will be able to identify content suitable for an information portal, determine what features of information portals should be utilised and have a basic understanding of how information portals function.

OUTCOMES

Students should be able to:

- define the concept of information portals;
- describe the role information portals play in an organisation;
- describe the different technologies used in an information portal;
- determine what information may be valuable in an information portal;
- describe the benefits of having an information portal;
- evaluate the link between information portals and knowledge management;
- setup up a basic information portal; and
- do research on the fundamental functions of information portals.

CBE.304 INTEGRATED MARKETING COMMUNICATIONS

Integrated Marketing Communications

(MMK2C22)

NQF LEVEL: 6

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce students to the development and implementation of integrated marketing communication mix strategies. This module prepares students to implement the knowledge and skills that they have mastered to formulate an integrated marketing communication plan that will contribute, firstly, to the success of the organisation and, secondly, to the satisfaction of the consumers' needs.

OUTCOMES

Students should be able to:

- describe, differentiate and apply the elements of an integrated marketing communication mix in general and to a given scenario;
- design and create an integrated marketing communications plan; and
- appreciate, select from, and apply selected technologies in the integrated marketing communications mix.

CBE.305 INTRODUCTION TO FINANCE

Introduction to Finance 1B

(ITF01BO)

ONLINE MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to understand the fundamental concepts of finance, the financial system and related financial mathematics.

OUTCOMES

Students should be able to:

- exhibit an understanding of finance and how the financial system operates;
- explain the related concepts of finance;
- calculate fundamental financial mathematics related to cash flows; and
- use relevant software to manipulate, analyse, display, and interpret the data

CBE.306 INTRODUCTION TO TOURISM AND HOSPITALITY RESEARCH METHODOLOGY

Introduction to Tourism and Hospitality Research Methodology 3A

(IRM3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with a coherent, critical understanding of research principles and to develop the students' capacity to identify, analyse and solve problems. The module also aims to provide students with the theory and skills to do postgraduate research under supervision and to guide students how to write up a final research proposal through which they will demonstrate their ability to access resources, to extract relevant information, to contextualise and interpret information, and to use the correct referencing techniques.

OUTCOMES

Students should be able to:

- differentiate between various social research strategies design;
- identify and discuss the various social research strategies and research design;
- differentiated between different data collection and analysis techniques;
- reflect on theoretical knowledge to identify a research problem; and
- compile and present a research proposal in your respective field.

CBE.307 INVESTMENT MANAGEMENT

Investment Management 2A

SEMESTER MODULE (INM02A2)

ONLINE MODULE (INM02AO)

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (INM02A2)

Subject type: SH

CALCULATION CRITERIA FOR (INM02AO)

Subject type: CE

PURPOSE

The purpose of this module is to understand and link financial and economic principles related to Equity Asset Valuation.

OUTCOMES

Students should be able to:

- explain the function of the equity markets and have an in-depth understanding of equities and their purpose/function within portfolio management
- calculate and interpret different cash flows and related techniques;
- apply appropriate valuation models for evaluating assets and interpret the results;
- estimate and forecast cash flows, apply the appropriate assumptions and techniques, and interpret the results;
- understand the concepts and apply Top-down Valuation; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Investment Management 2B
SEMESTER MODULE (INM02B2)
ONLINE MODULE (INM02BO)
NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA FOR (INM02B2)
Subject type: SH

CALCULATION CRITERIA FOR (INM02BO)
Subject type: CE

PURPOSE

The purpose of this module is to understand and link financial and economic principles related to fixed-income valuation.

OUTCOMES

Students should be able to:

- explain the main participants and understand their roles/functions and responsibilities within the market; and
- identify the purpose of the different financial markets;
- list and explain the characteristics of the various classes of assets that are available;
- explain the function of the money market, money market instruments, and their purpose/function within portfolio management;
- explain the function of the bond market and have an in-depth understanding of fixed-income securities/bonds and their purpose/function within portfolio management;
- define, discuss, calculate, and interpret issues and trading prices of money market instruments;
- understand bond feature information and have an in-depth understanding of their purpose/ function within Fixed Income Analysis; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Investment Management 3A
ONLINE MODULE
NQF LEVEL: 6

(INM03AO)

NQF CREDITS: 12

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to understand and link financial and economic principles related to Equity Asset Valuation.

OUTCOMES

Students should be able to:

- calculate and interpret different cash flows and related techniques;
- apply appropriate valuation models and interpret the results;
- estimate and forecast cash flows, apply the appropriate assumptions and techniques and interpret the results;
- understand the concepts and apply Top-down Valuation; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Investment Management 3B
SEMESTER MODULE (INM03B3)
ONLINE MODULE (INM03BO)
NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA FOR (INM03B3)
Subject type: SH

CALCULATION CRITERIA FOR (INM03BO)
Subject type: CE

PURPOSE

The purpose of this module is to develop an understanding of the portfolio construction and management process and the major components that influence this process.

OUTCOMES

Students should be able to:

- explain the major components of the portfolio construction process;
- calculate risk and return and explain the role this plays within the portfolio construction and management process;
- explain risk management and its role within the portfolio construction and management process;
- demonstrate how to construct a portfolio taking into consideration the type of investor and their goals and objectives
- use relevant software to manipulate, analyse, display and interpret the data.

CBE.308 IT APPLICATIONS FOR HOSPITALITY MANAGEMENT

IT Applications for Hospitality Management 2A

(ITH1AA1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce information technology (IT), statistical concepts, and methods, including descriptive, inferential statistics, distributions, and correlation techniques, to Hospitality Management students. These students will be able to manipulate files and demonstrate proficiency using word processing applications and Micros Opera Systems, front and back of house training to solve business problems, and to use presentation software in the Hospitality Industry.

OUTCOMES

Students should be able to:

- apply intermediate-level knowledge of concepts and terms associated with IT;
- use functions of a PC and its operating system;
- use a word processing and presentation application on a computer;
- apply basic statistical concepts and methods; and
- use the Micros Opera Systems to solve problems in a hospitality environment.

CBE.309 KNOWLEDGE AT RISK

Knowledge at Risk 3B

(IMR23B3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the theory of how knowledge can be applied when facing risk. The module is approached from two distinct perspectives, namely when organisational knowledge is at risk, and secondly, the need for knowledge when faced by risk. The student will apply personal knowledge mastery as foundational to learning practices to:

- describe the importance and purpose of knowledge management standards as a common goal and guideline for knowledge management in an organisation;
- show cognisance of knowledge harvesting programs and platforms to mitigate knowledge attrition in organisations as a result of employee turnover and retirees;
- recognise the threats and opportunities associated with the fourth industrial revolution;
- differentiate the “to-know” from the “how-to-do” as depicted in the knowledge translation toolkit; and
- evaluate frameworks for risk management and knowledge management in life-threatening situations.

OUTCOME

Students should be able to:

- application of personal knowledge mastery;
- understanding of knowledge management standards;
- understanding of knowledge harvesting programmes and platforms;
- understanding of fourth industrial revolution threats and opportunities;
- differentiation between “to-know” and “know-how-to-do” as applicable to the knowledge translation toolkit;
- evaluation of frameworks for risk management and knowledge; and
- discussion and identification of knowledge management principles in life-threatening situations.

CBE.310 KNOWLEDGE ECONOMY

Knowledge Economy 2B

(IMK22B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the necessary knowledge to identify the characteristics of a knowledge economy. The student will have a comprehensive understanding of intellectual capital as a key commodity in a knowledge economy and will be able to describe the importance of knowledge-intensive activities in wealth creation; show cognisance of the problems, issues and opportunities of developing countries moving towards a knowledge economy; and differentiate between the specific characteristics and skills necessary to contribute to the workplace in the knowledge economy. Students are equipped with research skills through report writing regarding these aspects.

OUTCOMES

Students should be able to:

- discuss the characteristics of the knowledge economy,
- discuss the concept and components of 'intellectual capital';
- describe the relationship between knowledge management and intellectual capital,
- describe the concept of 'knowledge work',
- describe the support necessary to produce a knowledge economy; and
- do research on information management issues regarding the knowledge economy.

CBE.311 KNOWLEDGE MENTORING

Knowledge Mentoring 3A

(IMM13A3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce students to the theory of sharing hidden know-how and design thinking in business. Students will develop their knowledge mentoring strategy based on knowledge transfer tenets, discover the link between knowledge mentoring and the commercialisation cycle, and study the role of the knowledge manager in creating business value, by means of linking the business model canvas and commercialisation cycle. This will be achieved when students are able to write two original business case studies on how their company uses information on products, customers and services more effectively than competitors in pursuing strategies, building business capabilities, and succeeding at the commercialisation of services and products.

OUTCOME

Students should be able to:

- interpret the theory of sharing hidden know-how and design thinking;
- demonstrate theoretical and practical knowledge of a knowledge mentoring strategy based on knowledge transfer tenets;
- perform chiastic analysis; and
- apply the five Go-Giver laws.

CBE.312 LOGISTICS MANAGEMENT

Logistics Management 2A

(LMA12A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a global overview of logistics management and an understanding and appreciation of the value of a total system approach to the management of all those activities involved in the logistics management process. Students should possess fundamental knowledge of logistics concepts and the important role of logistics and the management thereof in supply chains and economies for management decision-making. Students should reflect on the study material in the context of a logistics organisation or the logistics function of a company.

OUTCOMES

Students should be able to:

- explain the basic logistics concepts, discussing and reflecting on the important role of logistics and the management thereof, on a macro- and a micro level;
- identify and describe the elements of and role players in the business logistics supply chain, reflecting on the importance of each;
- identify and discuss the relationship between logistics and other important functional areas, and the management activities in the logistics function, reflecting on the importance of each;
- plan and undertake research in the logistics field, including gathering, analysing and interpreting related information, and reflecting upon the research undertaken; and
- communicate effectively, in writing and/or verbally, with respect to aspects of the logistics profession, and reflect upon the communication undertaken.

Logistics Management 2B

(LMA22B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to build on the foundation established in Logistics Management 2A and, consequently, to provide the student with a holistic overview of logistics management fundamentals by following a total system approach to the management of all those activities involved in physically moving materials and finished goods inventory from the point of origin to the point of consumption. Students should acquire knowledge about the fundamental aspects of outbound logistics (or physical distribution management), placing emphasis on transportation, warehousing, materials handling, packaging, and logistics performance management and control. Students should reflect on study material in the context of a logistics organisation or the logistics function of a company, and be prepared for a career in logistics management with a basis for further learning in the field of logistics management.

OUTCOMES

Students should be able to:

- identify, describe, and apply the fundamental aspects of warehousing, materials handling, packaging, and transport management, as well as reflecting on the importance of each;
- identify, describe, and apply fundamental aspects of logistics performance management and control;
- identify and discuss the relationship between logistics and other important functional areas, and the management activities in the logistics function, reflecting on the importance of each;
- plan and undertake research in the logistics field, including gathering, analysing and interpreting related information, and reflecting upon the research undertaken; and
- communicate effectively, in writing and/or verbally, with respect to aspects of the logistics profession, and reflect on the communication undertaken.

Logistics Management 3A

(LMA13A3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an overview of strategic logistics management by following a total systems approach regarding the management of all those activities involved in physically moving materials and finished goods inventory from the point of origin to the point of use or consumption. The importance of customer service, the distribution network and network design are emphasised in the development of the strategic logistics plan. The module will provide students with a framework (logistics audit) that can be used for the development of the logistics strategy.

OUTCOMES

Students should be able to:

- summarise the basic concepts of the customer service strategy, distribution networks, and the logistics network relating to the strategic logistics plan;
- discuss the logistics audit that provides the information required for the development of the logistics strategy;
- describe logistics relationships and explain strategic supplier relationships; and
- evaluate different logistics strategies used by the industry.

Logistics Management 3B

(LMA23B3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to international trade and international logistics management with an emphasis on international transport, documentation, role players and clearing and forwarding of goods in global trade.

OUTCOMES

Students should be able to:

- identify and summarise possible problems and solutions encountered in international trade and transport, reflecting on the important role of transport in international trade;
- identify and describe the elements of, and role players in international trade and transport, reflecting on the importance of each and the possible teamwork involved in organising international trade and transport;
- identify and evaluate the role and responsibilities that a logistics manager would need to undertake with respect to import and export trade; and
- plan and undertake research in the international logistics field, including gathering, analysing, and interpreting related information using the appropriate management technology and reflecting upon the research undertaken.

CALCULATION CRITERIA**Subject type: SH****PURPOSE**

The purpose of this module is to provide students with insight into the importance of quantitative analysis as a decision-making tool on a strategic, tactical and operational level in logistics. Basic quantitative analysis techniques such as linear programming, forecasting, decision analysis and simulation applicable to logistics decisions will be introduced.

OUTCOMES

Students should be able to:

- explain the basic concepts of quantitative analysis as tools for decision-making, reflecting on the important role thereof in logistics and supply chain management;
- analyse the important elements of quantitative analysis, reflecting on the applications thereof;
- apply linear programming, forecasting, decision analysis and simulation tools to enable students to make improved logistics decisions at a strategic, tactical and operational level; and
- apply the management principles of organising and coordinating resources in a quantitative analysis context, reflecting on the financial implications and the applications made.

Logistics Management Systems 3B**(LMS23B3)****SEMESTER MODULE****NQF LEVEL: 7****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide students with insight into the importance of business systems as decision-making tools at a strategic, tactical, and operational level in logistics with specific reference to information systems, material distribution, and enterprise requirements planning systems, as well as warehouse management, routing and scheduling, and advanced planning systems. In addition, adjustments to the standard EOQ model and various modelling approaches to facility location analysis will be explained.

OUTCOMES

Students should be able to:

- explain the importance and the framework of supply chain information systems;
- apply materials - and distribution requirement planning to address inventory issues;
- explain the role of enterprise resource and advanced planning systems, as well as warehouse management and routing, and scheduling systems in a company;
- apply adjustments to the EOQ model to select a transport mode or select order quantities; and
- apply various modelling approaches to facility location that will enable you to identify the most suitable location for a logistics facility.

The definition of couplet modules is on page 53, point 4.2.2.

SEMESTER MODULE (COUPLET MODULE)**NQF LEVEL: 6****NQF CREDITS: 12****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide students with the fundamental understanding of the role of the finance function and how it interacts with and support the other functions within organisations. The module further articulates the organisations vision and the role of the finance function in a digital world.

OUTCOMES

Students should be able to:

- explain the roles of the finance function in organisations and the activities performed to fulfil these roles;
- identify and discuss in the technologies that affect business and finance;
- explain how the finance function uses digital technologies to fulfil its roles;
- discuss the ways in which data is used by the finance function to create and preserve value for organisations;
- describe the structure and shape of the finance function and explain what each level of the finance function does; and
- describe how the finance function interacts with different functions within the organisation.

Management Accounting Strategy 2B**SEMESTER MODULE (COUPLET MODULE)****NQF LEVEL: 6****(MAS02B2)****NQF CREDITS: 12****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide students with an understanding of business models and the management of people and projects to achieve organisational goals in a digital world. The purpose of this module is to provide students with the skills to use an organisation's business model as a framework to manage its value creation process. It is centred on the concept of strategic financial management and how organisational goals can be implemented through managing the performance of people and projects. It provides the basis for developing further insights into how the financial information supports the formulation and implementation of an organisational strategy.

OUTCOMES

Students should be able to:

- discuss developments in strategic management and the role of the management accountant in supporting strategy formulation;
- explain fundamentals of business models and how new business and operating models can be developed to improve the performance of organisations;
- discuss the ecosystems of organisations and discuss new business models in digital ecosystems;
- explain how different styles of leadership can be used to manage and improve the performance of individuals so they can achieve organisational goals; and
- discuss project management concepts and the use of project management concepts and techniques to implement strategies effectively and efficiently.

CALCULATION CRITERIA**Subject type: CE****PURPOSE**

The purpose of this module is to introduce students to the main themes and concepts of Business Management in a tourism/hospitality context. Students will understand the concepts of planning, organising, leading and controlling a tourism and hospitality enterprise within a local and global environment.

OUTCOMES

Students should be able to:

- explain the theories of management which include scientific management theory, general administrative theory, the quantitative approach and systems approach;
- discuss the factors and challenges of the business environment that can have an impact on the tourism/hospitality industry;
- describe the different competencies and skills that managers should practice within the tourism/hospitality industry;
- explain what business is about and relate it to tourism and hospitality management;
- list and describe the tourism and hospitality manager, and different levels of management;
- explain tourism and hospitality entrepreneurship, and the different types of entrepreneurs;
- explain how to establish a business and distinguish the different legal forms of ownership; and
- identify internal and external variables in the business environment.

Management in Tourism and Hospitality 2A**(MRH2AA2)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 14****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide students with an overall basic understanding of key human resource management issues in the tourism and hospitality environment. Students will acquire a working understanding of human resource functions such as job analysis, recruitment and selection processes, induction, motivation, training and development, group work, leadership and performance management.

OUTCOMES

Students should be able to:

- elaborate the function and role of Human Resource (HR) practitioners;
- explain the steps and stages of the employment process, including job analysis;
- demonstrate an understanding of motivational theories and their application in HR, including performance enhancement and management;
- determine the role of employees and unions in the labour market;
- analyse and demonstrate an understanding of the labour legislation within South Africa; and
- determine the impacts of conflict in the workplace.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce hospitality and tourism students to the field of general management. In addition, the module aims to develop a student who can clearly demonstrate a focused knowledge on the issues of the manager and the development of management theory as well as the functional areas of a business, namely operations management, human resource management, marketing management, financial management, and purchasing and supply management. In addition, this module aims to provide students with an overall understanding of the value chain and marketing management within the hospitality and tourism industry, so that they can interpret the process from sourcing to distributing and selling of products.

OUTCOMES

Students should be able to:

- identify the management functions within the hospitality/tourism context;
- explore the role and importance of operations, human resources, marketing and financial management in the organisation;
- discuss the role and importance of purchasing and supply management in the organisation;
- define marketing management as a concept;
- explain the elements of the value chain;
- explain the variables of the marketing mix within the hospitality and tourism environment;
- illustrate how market research should be applied within the hospitality and tourism environment; and
- discuss the marketing challenges experienced by marketing managers within the hospitality and tourism.

Management in Tourism and Hospitality 3A

(MTH3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to expose students to an introduction of strategic management in the context of a tourism/hospitality business environment. The module aims to provide students with the necessary skills to formulate an outcome-oriented vision and mission, design objectives and values based on strategic planning, and provide context for effective business strategy generation, implementation and evaluation. In addition, the module provides students with an understanding of the contemporary paradigms associated with the quest for building a sustained competitive advantage in a complex business environment. This includes understanding corporate culture, corporate social responsibility, environmental sustainability and management information systems.

OUTCOMES

Students should be able to:

- identify the nature and process of strategic management in a business environment;
- identify business strategy formulation, implementation, and evaluation;
- identify the rationale of business strategy and the quest for competitive advantage, and
- conceptualise corporate culture, corporate social responsibility, environmental sustainability, ethics, and management information systems as drivers of a successful business.

CALCULATION CRITERIA
Subject type: CE

PURPOSE

The purpose of this module is to provide students with intellectual and practical competencies of various entrepreneurial opportunities in establishing or acquiring, managing and growing an entrepreneurial business. The students will gain knowledge, analytical and practical skills in terms of the factors that contribute to business failure and recommend growth methods and strategies. In addition, the module will equip students with the techniques to develop a business plan for a start-up business in the hospitality environment. Students should be able to work in a team and deliver a practically executable business plan.

OUTCOMES

Students should be able to:

- assess and research a variety of entrepreneurial opportunities in acquiring a small business, for example, a start-up, family business, franchising and buyout opportunities within the hospitality/tourism industry;
- conduct the feasibility and viability of the identified business ideas;
- describe the factors that contribute to business failure and identify and recommend different growth methods;
- develop an understanding of the theories and principles involved in developing business plans;
- formulate a comprehensive business plan, including sub-plans to cover aspects such as financial, marketing, product or service plan and a human resources plan; and
- present and defend the business plan to a panel of industry adjudicators.

CBE.316 MARKETING MANAGEMENT

Marketing Management 1A

(MMA11A1)

SEMESTER MODULE
NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to introduce students to marketing principles in a variety of business contexts. Students will learn how concepts such as the marketing mix elements, segmentation, targeting and positioning are developed, implemented, and evaluated. Students will further develop an understanding of the core elements of the marketing process and will acquire some practical skills needed to make marketing decisions.

OUTCOMES

Students should be able to:

- conduct a marketing environment analysis for an organisation using a defined method;
- explain the importance of consumer behaviour from a marketing perspective;
- describe and apply market segmentation, targeting and positioning theories to practical scenarios;
- evaluate the product decisions that a marketer faces and indicate how it impacts the organisation;
- identify and assess the importance of the marketing mix elements; and
- explain and apply an integrated marketing communication approach to a selected task.

Marketing Management 1B**(MMA21B1)****SEMESTER MODULE****NQF LEVEL: 5****NQF CREDITS: 12****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to introduce students to the fundamentals of marketing management, including the extended marketing mix, relationship marketing, business-to-business marketing, the marketing research process and new technologies in the marketing field.

OUTCOMES

Students should be able to:

- identify and explain the extended marketing mix as it applies in services marketing;
- identify and explain the importance of relationship marketing in contemporary markets;
- demonstrate an understanding of the complexities of business-to-business marketing;
- outline the marketing research process for a given scenario;
- describe how new technologies are impacting the marketing and branding practices of a variety of organisations; and
- identify and address the legal and ethical issues that marketers need to consider in various organisations and situations.

Marketing Management 2A (Consumer Behaviour)**(MMA12A2)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 14****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to introduce students to the psychological and behavioural concepts and theories relating to consumer behaviour and the consumer decision-making process. The module will provide an overview of the macro-environmental and regulatory forces that influence consumer behaviour. The module will explore the influence of individual factors and socio-cultural factors that affect consumer behaviour.

OUTCOMES

Students should be able to:

- apply the principles of consumer and/or organisational behaviour to solve problems in scenarios and case studies and reflect on the applications made;
- discuss the importance of consumer behaviour in a variety of contexts and explain how consumer behaviour fits into the overall marketing process;
- explain in detail the various external factors that influence consumer behaviour;
- identify and assess the internal variables that affect how consumers behave;
- identify how consumers make decisions and apply this knowledge to solve marketing problems;
- differentiate between household decision-making and organisational decision-making and compare the two methods; and
- explain how marketing regulations affect consumer behaviour.

Marketing Management 2B (Services Marketing)**(MMA22B2)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 14****CALCULATION CRITERIA****Subject type: SH**

PURPOSE

The purpose of this module is to provide the student with the knowledge and understanding of services marketing as an integral part of the 21st century. Due to the immense growth of the service sector in recent years, students must develop intellectual competencies and practical skills to be future marketers within a service environment. This module will introduce students to the basic principles underlying services marketing and will more specifically address the importance of service quality management, service development and design, the service delivery process, how organisations should manage employees, customers, and the environment's role in service delivery, building customer relationships and loyalty and lastly how service recovery occurs.

OUTCOMES

Students should be able to:

- discuss the importance of service quality and how marketers should manage it;
- discuss the gaps model of service quality and apply it to an example;
- comment on the unique demands of service design and explain how a new service can be developed;
- differentiate between the pricing strategies that are available for services;
- discuss the service delivery process and the various considerations that should be kept in mind;
- explain how marketers should manage employees', customers' and the physical environments' roles in service delivery;
- explain the unique demands of services marketing communication and discuss the various communication strategies that can be implemented when marketing services;
- discuss how marketers can match service demand and capacity;
- explain how organisations can build relationships with their customers; and
- differentiate between the different types of service failures and explain how organisations can recover from these failures.

Marketing Management 3B (Strategic Marketing)

(MMA23B3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this capstone module is to equip students with the integrated knowledge needed to develop strategic marketing plans that empower organisations to successfully compete and secure future growth prospects in their respective markets. The secondary purpose of this module is to provide students with a holistic view of the role, power and strategic importance of the marketing function in an organisation.

OUTCOMES

Students should be able to:

- integrate the knowledge acquired of the roles, functions, and different levels of strategic marketing in order to develop a carefully crafted strategic marketing plan for an organisation. In order to produce this marketing plan, students will need to:
 - analyses the market, external and internal organisational environments;
 - evaluate the different competitive strategies that organisations can pursue;
 - understand the importance of developing a sustainable competitive advantage for the organisation selected;
 - apply the principles of market segmentation, targeting and positioning to the strategic marketing plan; and
 - understand the importance of strategy implementation, monitoring and control to secure the successful execution of a strategic marketing plan.

CBE.317 MARKETING RESEARCH

Marketing Research
SEMESTER MODULE
NQF LEVEL: 7

(MMK13A3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to focus on guiding the students through the marketing research process and enable them to conduct and present sound marketing research. The aim is to develop the intellectual competencies and practical skills needed to make a range of decisions relating to the marketing research process and to be able to conduct a marketing research project.

OUTCOMES

Students should be able to:

- explain, discuss and apply the key concepts, processes and principles required for the implementation of a marketing research task;
- collect, analyse, organise and critically evaluate secondary research information using the internet, academic journals and other appropriate information sources;
- collect, analyse, organise, and critically evaluate primary research information; and
- explain, evaluate and implement all the steps and research techniques to produce a research proposal or develop, conduct and report on a marketing research project within a given scenario.

CBE.318 ORGANISATIONAL BEHAVIOUR

Organisational Behaviour 2B
SEMESTER MODULE
NQF LEVEL: 6

(OGB2BB2)

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to provide the student with general principles of organisational behaviour and exposure to the workplace so that they can apply these principles in the workplace.

OUTCOMES

Students should be able to:

- Identify organisational culture and the role of human resources;
- define and apply organisational behaviour (OB) for the individual hospitality employee;
- discuss aspects of group behaviour in hospitality organisations to address communication, leadership, power, politics, conflict, and negotiations; and
- describe organisational change and stress management within the hospitality organisation.

CBE.319 PRINCIPLES OF BUSINESS

Principles of Business 11
ONLINE MODULE
NQF LEVEL: 5

(PRB1CP1)

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an introduction to the operating context and nature of a business to enable students to understand the management of an organisation and the interaction between the internal and external environments within which the organisation functions.

Additionally, the module will introduce students to management theory and the primary management tasks of planning, organising, leading and controlling. The module will also provide a broad overview of the ethical considerations for business managers.

OUTCOMES

Students should be able to:

- examine the influence of change on the nature of business management;
- display an understanding of the influence of the internal and external business environment of an organisation;
- discuss the interaction between an organisation and its environment;
- distinguish between the main economic systems and the corresponding influence on the nature of business management;
- differentiate between how organisations are managed, administered, governed and regulated in different economic systems;
- examine the origin of management theory and modern approaches currently at hand;
- analyse the skills, roles and characteristics of managers as important role players in establishing effective and efficient business practices;
- evaluate all the relevant aspects, processes, characteristics, theories, models and techniques relevant to the four primary management tasks;
- describe the purpose of different types of businesses; and
- display an understanding of the nature and legal status of different types of businesses.

With regards to planning:

- examine the purpose of an organisational mission and how it influences goal setting and planning;
- display an understanding of the management tools and techniques involved in innovative planning as well as strategic management;
- examine the different approaches to decision-making as well as the types and characteristics of decisions; and
- analyse the managerial decision-making process in light of the different decision-making styles of managers.

With regards to organising:

- explain the different business organisation structures;
- examine the management tools and techniques involved in managing an organisational change process; and
- evaluate the function of Human Resources (HR) and how it relates to the process of individuals and teams being recruited, selected, rewarded and managed.

With regards to leading:

- analyse different approaches and styles of leadership as well as how trends have shaped changes in leadership approaches;
- examine the tactics as well as the sources of power leaders use to influence others;
- distinguish between the different sources of motivation and how managers can use theoretical insights to motivate and empower employees; and
- display an understanding of the role of communication for effective management.

With regards to controlling:

- analyses the control process as well as different approaches to applying control in an organisation; and
- examine the different techniques and trends relevant to the control function.

With regards to ethical considerations:

- demonstrate an understanding of personal and business ethics;
- examine the role of business in society, considering the needs and resources of the community;
- examine the interaction of the business with key stakeholders;
- describe the role of corporate governance; and
- explain the role of social responsibility in a business.

CALCULATION CRITERIA**Subject type: CE****PURPOSE**

The purpose of this module is to introduce the role and function of the finance function, marketing and communication and the legal environment that businesses operate in. Firstly, this module will provide students with an overview of the purpose and role of the finance function in an organisation. The module also introduces students to the activities associated with the finance function and the role of financial information in a business. Secondly, this module provides students with an overview of the principles of marketing and insight into the marketing function. The module also introduces students to the marketing mix and different approaches to marketing. Lastly, this module aims to provide a framework for understanding the legal environment in which international business operates. The module provides a foundation for understanding the basic principles of international business law.

OUTCOMES

Students should be able to:

With regards to the finance function:

- explain the purpose of the finance function and its relationships with other parts of the business;
- examine the contribution the finance function makes to the organisations operations and the sustainable delivery of the organisation's strategies;
- demonstrate an understanding of the activities fundamental to the role of the finance function (accounting operations, analysis, planning, decision making and control);
- examine how the function of accountancy and audit assists in communicating, reporting and assuring financial information, managing risk, and in effective financial control and compliance;
- display an understanding of the sources and purpose of financial information, provided by business; and
- examine the purpose of the marketing function and its relationship with other parts of a business.

With regards to the marketing function:

- display an understanding of the marketing process, elements of marketing strategies and the scope of marketing in the context of an organisation;
- describe the marketing communication strategies used by organisations in reaching the consumer;
- understand the process, tools and techniques involved in formulating an organisations' marketing strategies; and
- explore the marketing mix and the role it plays in targeting customers;
- examine the role of communication with customers, including the use of emerging technologies and different media.

With regards to the legal environment:

- formulate a framework of the legal environment in which international business; operates that would help students make sense of the potential legal implications of international endeavours;
- identify and discuss the three major forms of international businesses;
- describe the theoretical and concrete foundations of international business law including public law and private law;
- critically assess different legal systems, including common law, civil law, and Islamic law systems; and
- analyse dispute resolution of international business transactions.

CBE.320 PROFESSIONAL SKILLS

Professional Skills 1A

SEMESTER MODULE (PFS01A1)

ONLINE MODULE (PFS01AO)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (PFS01A1)

Subject type: SH

CALCULATION CRITERIA FOR (PFS01AO)

Subject type: CE

PURPOSE

The purpose of this module is to understand and apply professional skills related to etiquette, ethics, communication, and presentation. It will also help the student understand and apply professional skills related to research and academic and business writing.

OUTCOMES

Students should be able to:

- apply professional skills related to etiquette, ethics, communication, and presentation;
- demonstrate professional skills in the work context;
- apply etiquette and netiquette as it applies to the physical and virtual work context;
- demonstrate the basic principles of business ethics as it applies to professional skills and communication at work;
- demonstrate basic principles related to communication at work;
- create a presentation and be able to present information in verbal, written, and graphical form.
- apply professional skills related to research and academic and business writing;
- explain how research is presented and written up in the financial work context and apply these principles to research-based information;
- demonstrate principles of academic writing and apply these principles to present information in an academic context;
- demonstrate the principles and forms of business writing and produce written text for business purposes.

CBE.321 PROJECT MANAGEMENT

Project Management

SEMESTER MODULE (PRM3BB3)

ONLINE MODULE (PMT3CP3)

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA FOR (PRM3BB3)

Subject type: SH

CALCULATION CRITERIA FOR (PMT3CP3)

Subject type: CE

PURPOSE

The purpose of this module is to provide the student with a wide range of theoretical and practical knowledge in the field of project management.

OUTCOMES

Students should be able to:

- understand the introduction to generic project management, including project definition, life cycle, management functions, project constraints, terminology and general education and ethical issues;
- analyses project initiation, including project proposal and scoping, statement of work, selection, organisation;
- demonstrate an understanding of project implementation, including planning, financing, scheduling, resourcing, monitoring and control; project termination, including auditing, termination and reporting; and

- understand the latest developments in project management, including future considerations, impacts on the private and public sectors, demographics, information technology, and career paths of the project manager.

CBE.322 PROPERTY VALUATION AND MANAGEMENT

Property Valuation and Management 2A

(PVM02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to relate knowledge of basic building construction, building contracts and the construction process to the valuation of property.

OUTCOMES

Students should be able to:

- show an understanding of the structure of the building and property industry in South Africa and the relationship thereof with the valuation industry;
- analyse and comprehend the different elements in building design and construction;
- identify and evaluate problems in existing buildings;
- apply the principles of environmental control in buildings; and
- show an understanding of the construction process and the different types of building contracts.

Property Valuation and Management 2B

PVM02B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to conduct a valuation of a single residential property.

OUTCOMES

Students should be able to:

- prove mastery of the concept of market value;
- demonstrate comprehension of the sources of information available to the valuer;
- collect and analyse market information;
- show an understanding of the different methods of valuation; and
- apply the market approach to single residential property.

Property Valuation and Management 3A

(PVM03A3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to conduct mass valuations and valuations on income-producing properties.

OUTCOMES

Students should be able to:

- prove mastery of the concepts of “potential” and the “highest and best use” of property;
- demonstrate comprehension of the influence of leases on value;
- determine the market value of an income-producing property;
- determine the replacement cost of a property for insurance purposes;

- produce a valuation report; and
- apply the techniques applicable to mass valuation.

Property Valuation and Management 3B
SEMESTER MODULE
NQF LEVEL: 7

(PVM03B3)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to conduct valuations of undeveloped property by applying discounted cash flow and feasibility studies methodologies.

OUTCOMES

Students should be able to:

- prove mastery of the concepts of discounted cash flow and feasibility studies to value property;
- assess the influence of servitudes on the value of property;
- show an understanding of the factors influencing the value of agricultural property;
- apply the principles underlying the valuation of special properties; and
- apply the principles of valuation as contained in the Expropriation Act.

CBE.323 PUBLIC LEADERSHIP AND LOCAL GOVERNANCE

Public Leadership and Local Governance 1A
SEMESTER MODULE
NQF LEVEL: 6

(PLG1AA1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate first-year students in regional and local governance institutions and functions within the context of the statutory and regulatory framework within which it must operate. This includes identifying and distinguishing various provincial and municipal processes, and an exploration of the institutional roles and activities to operationalise service delivery objectives. It further includes all the core constitutional and legislative stipulations and obligations of municipalities, as well as key regulatory guidelines, regulations, and directives for specific municipal functions.

OUTCOMES

Students should be able to:

- explain the role of regional and local government within the South African constitutional system of co-operative governance and intergovernmental relations;
- identify core regional and local government institutions and explain their power and functions;
- identify and explain the manifestation of local government as a formal governmental agency in South Africa;
- explain the general institutional, regulatory, and policy contexts within which local government operates in South Africa;
- explain the different spheres of government and intergovernmental relations in South Africa;
- assess local government structures and functions in South Africa and how to apply effective leadership and management in South African local government;
- demonstrate an understanding of the constitutional obligations of local government;
- explain the structural and functional frameworks for municipalities in South Africa;
- explain the roles and functions of public office bearers in local government;
- demonstrate an understanding of the municipal function-specific legislative and regulatory frameworks;
- demonstrate an understanding of the strategic frameworks required for continuous municipal improvement;
- demonstrate an understanding of local democracy, public participation mechanisms, and election processes;
- identify local government and service delivery specifications;

- demonstrate an understanding of the local governance landscape, including the socio-economic, demographical, and developmental realities; and
- demonstrate an understanding of the performance management and public accountability issues in local governance.

Public Leadership and Local Governance 2A

(PLG2AA1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a broad overview concerning the challenges in addressing gender issues in leadership with specific reference to the local government context and its programmes to address women's leadership and development. To enable students to participate in budgeting processes, including preparing a budget within the policy framework of local government and the Municipal Finance Management Act (MFMA). It explores the roles and responsibilities and timeframes required for effective budgeting planning, implementation and evaluation. It also analyses budgeting techniques and how to translate a strategic overview into an operating budget.

OUTCOMES

Students should be able to:

- explore historical and current contexts for women's leadership;
- explore issues and considerations in women's leadership and how this applies to the local government context;
- identify what men and women need to know about leadership development;
- explore practical strategies to develop talented women leaders;
- explore self-development strategies, mentorship and coaching programmes to introduce to developing leaders within local government;
- explore present and future leadership;
- demonstrate an understanding of how to set budget parameters within a local government context in line with overall strategy and related programmes;
- demonstrate an understanding of how to integrate legislative framework within the budget;
- determine the impact of internal and external environments in setting budget parameters within a local government context;
- establish how budgeting and reporting procedures are implemented and how they are relayed to all relevant role players;
- apply contingency plans and list solutions to problems relating to budget constraints;
- determine methods of allocation in relation to budget parameters and how these are relayed to relevant stakeholders according to overall local government budgetary allocation procedures; and
- demonstrate an understanding of how budgetary processes and procedures are monitored and evaluated.

Public Leadership and Local Governance 1B

(PLG1BB1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate first-year students in the significance of good local governance through the promotion of ethical conduct and effective leadership. This orientation includes the normative principles of municipal management and governance, the different forms of unethical conduct among political office-bearers and municipal officials; the typical measures and remedial action which may be undertaken to prevent such forms of unethical conduct; official mechanisms to curb unethical conduct in local government; political and administrative leadership challenges in local governance, as well as leadership fundamental, styles, traits and attributes, skills and development.

OUTCOMES

Students should be able to:

- identify the tenets of good local governance;
- demonstrate an understanding of the ethical foundations, including the prevalence of corruption, nepotism, and maladministration in municipalities;
- analyse a theoretical exposition of ethics, norms, values, professionalism, and accountability;
- demonstrate an understanding of how unethical conduct implicates legitimate local governance;
- identify the official mechanisms to curb unethical conduct in local government;
- demonstrate an understanding of managerial measures and remedies to prevent unethical conduct in municipalities;
- analyse a case study in unethical conduct in a municipality;
- identify the leadership challenges in local governance;
- identify the requirements of political and administrative leadership in local governance;
- identify and apply leadership fundamentals, leadership styles, traits, skills, and attributes in local governance; and
- identify the processes and techniques for ensuring continuous leadership development within municipalities.

Public Leadership and Local Governance 2B

(PLG2BB1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate second-year students regarding selected public governance leadership issues with specific reference to managerial, national and provincial leadership; leadership and local service delivery; leading a learning organisation; government leaders as network agents and social architects; team leadership; leadership communication, strategic and visionary leadership, transformational leadership; leading change and innovation and the leadership role of the South African Government in Southern Africa and the African continent as well as in the BRICS. Within the context of global leadership, African and Ubuntu leadership, the module further seeks to impart knowledge regarding traditional leadership and the role of tribal authorities in local governance.

OUTCOMES

Students should be able to:

- demonstrate an appropriate level of knowledge and understanding of public governance leadership with specific reference to managerial, national, and provincial political leadership;
- explain the significance of leadership to create an innovative learning organisation for local service delivery;
- demonstrate the ability to contextualise team leadership and leadership communication;
- demonstrate knowledge and understanding of selected leadership issues with specific reference to strategic and visionary leadership, transformational leadership, and leading change;
- explore the significance of traditional and African leadership;
- explain the leadership role of the South African Government on the African continent and in the BRICS;
- identify the need for systematic local leadership and management capacity-building for effective public services delivery in developing societies, especially in South Africa,
- define and break down problems and challenges, such as capacity-building in manageable issues; and
- develop and apply strategies for maximising capacity development and improvement for improved local service delivery.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a broad overview of the essential nature and successful implementation of integrated development planning as well as local economic development imperatives through the application of performance management instruments and project management practices.

OUTCOMES

Students should be able to:

- demonstrate an appropriate level of knowledge and understanding of the context of integrated development planning and local economic development in local government;
- differentiate the theoretical underpinnings of local economic development;
- explore the core processes and steps for Integrated Development Planning;
- demonstrate an understanding of the statutory basis for local government planning in South Africa;
- analyse the relationship between local economic development and integrated development planning;
- explain and apply processes associated with integrated development planning and local economic development;
- analyse the rationale for integrated development planning;
- explore the key drivers for local economic development in South Africa, and the good practices required to support successful LED projects;
- discuss the expected outcomes for developmental local government;
- evaluate and apply performance management systems and performance monitoring and evaluation instruments in municipalities;
- explore the components of local economic strategy development;
- explore the various types of local economic development interventions and projects;
- explain and apply project management principles and life cycle phases;
- analyse the significance of political oversight in project governance;
- provide an exposition of municipal service partnerships, outsourcing, contract management, and service level agreements;
- explore performance management from a foundational local government perspective; and identify the processes and techniques for designing performance management systems, monitoring and evaluation programmes;
- examine the significance of policy design for sustainable local economic development;
- ascertain the status of local economic development interventions in South Africa: Contemporary Case Studies; and
- examine the role of the Fourth Industrial Revolution technologies (4IR) technologies in advancing the LED programmes and projects in South Africa.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a broad overview of the important requirements of financial management in the context of the principles of corporate governance and the application thereof in practice.

OUTCOMES

Students should be able to:

- demonstrate an appropriate level of knowledge and understanding of the context of the government's macro organisation;
- demonstrate an understanding of the theoretical principles and underpinnings of organisational design;
- demonstrate an understanding of organisational structures with respect to the dimensions and typology;
- explore organisational dynamics;
- explore the organisational arrangements for effective municipal governance;
- demonstrate an understanding of the importance of political oversight and administrative and managerial roles in coordinating, communicating, implementing and evaluating local government development programmes;
- critically distinguish between 'leadership' and 'management' within South African government departments, and identify the various challenges experienced by leaders and managers that can compromise organisational development;
- explore the interrelationship of developmental, democratic and outcomes-based governance in the context of municipal financial management;
- explain the legislative requirements relating to the roles and responsibilities of key political and administrative structures and stakeholders in the financial administration of municipalities;
- identify and apply the principles of sound governance in the financial administration of a municipality;
- explore the legislative requirements relating to the roles and responsibilities of key stakeholders in the financial administration in municipalities;
- identify and apply the principles of developing and implementing sound financial policies in accordance with best practice;
- explore the importance of accountable government in achieving sustainability;
- explore the concept of ethics and how it applies in a local government context, identify and apply key financial governance structures;
- differentiate between governance and the notion of good governance in the context of municipal financial management;
- explore the importance of accountability, transparency and public participation for good corporate governance;
- examine what constitutes sound financial risk management;
- demonstrate an understanding of delegations and reporting procedures in municipal financial management processes; and
- correlate the King reports and the principles and guidelines for sound financial management practices in municipalities to the present-day King IV, and how this can support the legislative framework for practical implementation.

CBE.324 PUBLIC MANAGEMENT AND GOVERNANCE

Public Management and Governance 1A

(PMG1AA1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate first-year students about the nature, structure and functions of the state as well as the different roles of stakeholders in the public sector. This includes an overview of power relationships, functions, and processes within the state, good governance, and public management.

OUTCOMES

Students should be able to:

- explain the concept of governance and its importance in public administration;
- identify the composition, roles, and functions of governance in institutions;
- demonstrate an understanding of the regulatory and legislative framework impacting governance in institutions, and
- identify and apply the competencies in governance, public administration and public management.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate first-year students in the complexities associated with environmental management and sustainable development and to introduce students to ethics management as an integral part of good, developmental governance. This includes identifying and distinguishing various government process, institutional roles and activities, and service delivery objectives. It includes analysing the concept of ethics in relation to public sector service delivery objectives and what constitutes ethical behaviour in public administration and management practices.

OUTCOMES

Students should be able to:

- appreciate the complexities that government faces in terms of striking a delicate balance between environmental protection, sustainable development, and economic growth;
- explore the demographical and socio-economic realities of the South African governance landscape;
- evaluate policies, strategies, and programmes of the South African Government to facilitate development within a developmental state;
- apply ethical practices to public administration and management; and
- manage ethical dilemmas in a public sector context.

Public Management and Governance 2A

(PMG2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate first year students about service delivery objectives and approaches and mechanisms to achieving effective service delivery in a public sector environment. The module will also enable the student to identify and implement innovative ways for democratising service delivery and implementing practices to ensure continual service delivery improvement.

OUTCOMES

Students should be able to:

- identify and analyse the environment of public service delivery;
- identify and integrate public service delivery objectives into a variety of functional contexts; and
- democratise service delivery.

Public Management and Governance 2B

(PMG2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate students in the theories about public administration, public management and good governance and to provide the student with sound decision-making skills and practices for good governance.

OUTCOMES

Students should be able to:

- identify and analyse the influential factors and interrelations between public service and politics;
- identify, analyse and integrate key theories in public management, administration and governance; and
- apply decision-making skills to achieve good governance in public sector work situations.

Public Management and Governance 3A

(PMG3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate students in public policy management including understanding the impact of policy processes, problem identification and proposals for policy formulation and enhancement and integrating policy into overall service delivery and monitoring and evaluating the efficacy thereof.

OUTCOMES

Students should be able to:

- assess and prioritise sector-specific policy issues, the causes, and consequences;
- identify contemporary, local and international trends and developments that may affect the outcomes of potential policies developed to address critical policy issues in South Africa;
- identify and prioritise policy problems and mobilise appropriate programme resources for sustainable development purposes;
- evaluate other existing policies and how any new policies that are formulated will integrate effectively with such policies, and where relevant, if other policies need to be revised in order to ensure effective integration and implementation of all policies;
- identify and determine stakeholder input in order to ensure effective policy formulation and implementation in line with critical policy issues;
- formulate appropriate programmes responses in the restructuring of sector-specific policy programmes;
- identify key issues that influence policymakers and have an impact on policy formulation and determine ways to seek collaboration around critical, sensitive and political issues;
- identify key approaches for policy implementation, monitoring and evaluation; and
- identify and formulate public sector policy monitoring and evaluation tools.

Public Management and Governance 3B

(PMG3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate students in the theories of public human resources management so that the human resources base can be effectively utilised to optimise service delivery objectives.

OUTCOMES

Students should be able to:

- demonstrate the direct correlation between the quality of human resource management (HRM) and the economic prosperity of countries.
- demonstrate an understanding of human resources management and planning in public management and administrative functions;
- identify typical local and international trends and developments in human resources management in both commercial and public sector organisations;
- demonstrate an understanding of appropriate human resources management tools within the public sector environment;
- identify typical labour and employment legislation that affects human resources planning and management;

- determine job functions and roles in relation to the overall goals of government;
- apply recruitment and selection procedures in the provincial and national government;
- analyse processes used in the public sector to improve present work performance and develop skills for future work activities;
- identify and determine appropriate performance management systems, including procedures for handling grievances and disciplinary issues;
- design and implement appropriate training, mentoring, coaching, and overall development strategies to ensure ongoing skills and upliftment within the public sector environment;
- determine the resources of the human resources in accordance with the overall budget constraints;
- develop appropriate talent management programmes and reward systems for the purposes of succession planning;
- design and implement appropriate appraisal management systems that are linked to service delivery objectives and clearly equate performance to reward and remuneration;
- capacitate managers and leaders in their roles in managing and developing human resources; and
- evaluate the role of the Fourth Industrial Revolution (4IR) technologies in human resources management.

Public Management and Governance 3C

(PMG3C13)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 24

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with an insight into all the skills and techniques required to fulfil the role of public financial and asset manager in an integrated way that ensures successful planning, implementation, monitoring, and evaluation of public sector funds in a transparent and accountable way.

OUTCOMES

Students should be able to:

- utilise budgeting techniques and processes to meet service delivery demands;
- determine budget parameters for a variety of government initiatives and goals, and identify and utilise approaches and sound budgeting methodologies to integrate into overall budget and legislative requirements pertaining to budget management;
- apply standard professionally accepted accounting principles and procedures in the preparation of reports and decision-making;
- identify and implement overall auditing and accountability practices for financial management throughout the government sector;
- identify risk profiles of specific government sector projects and build into budgeting and financial management processes;
- determine contingency measures in budgeting processes;
- determine methods of allocation in relation to budget parameters and how they are relayed to all relevant stakeholders in ensuring efficacy of budget implementation, monitoring, and evaluation; and
- identify the challenges for procurement in a governance environment and implement procurement procedures for government sector organisations, and monitor and evaluate accordingly.

Public Management and Governance 3D

(PMG3D23)

SEMESTER MODULE

NQF LEVEL: 7

NQF Credits: 24

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to orientate students in the theories and practices of public organisational development and management so that public sector programmes and projects are effectively planned, implemented, monitored according to good governance and ethics and integrated effectively to ensure effective, efficient and economical (3Es) service delivery.

OUTCOMES

Students should be able to:

- analyse and apply concepts of organisational development and management in a public sector context;
- analyse the communication and hierarchical structures of the public sector;
- analyse the requirements for good governance and ethics in a public sector environment in order to strengthen service delivery;
- identify and apply the theories to public organisational structures and effectively fielding the dynamics of public sector organisations;
- determine appropriate change management policies to ensure that the public sector can meet the challenges of its continual improvement processes in service delivery;
- identify and plan integrated approaches for public sector operational management and approaches for good governance practices, including horizontal and vertical integration;
- identify critical issues regarding the centralisation and decentralisation of governmental relations and how these can be effectively integrated to ensure that all public sector programmes and projects are cohesively administered;
- identify critical concepts and tools to ensure effective public sector organisational development and management;
- identify ways in which to implement stakeholder management in the delivery of public sector programmes and projects; and
- identify risk and conflict management strategies to proactively manage any hindrances to effective service delivery in the operationalisation of public sector programmes and projects;
- evaluate the effects of the Fourth Industrial Revolution (4IR) technologies on organisational design and effectiveness;
- analyse the international best practices of public organisational development and management; and
- apply the best international public organisational development and management practices to the South African government.

CBE.325 QUANTITATIVE ECONOMICS

Quantitative Economics 2A

(QTE2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a comprehensive introduction to the quantitative methods required to comprehend economic models and econometrics. The module focuses more specifically on introducing students of economics to the fundamental notions and instruments in linear algebra. Understanding linear algebra is fundamental in studying economics. Linear algebra is widely used to formalise economic theory. Moreover, the statistical component of econometrics relies heavily on linear algebra concepts and tools. The students studying this module will acquire a necessary background to achieve a mature and enduring understanding of economic models and of the basic principles of econometrics.

OUTCOMES

- Students should be able to:
- apply the fundamentals of the different techniques for solving systems of linear equations used in economic models;
- execute basic matrix operations (addition, subtraction, scalar multiplication and matrix multiplication) with application in economic models;
- identify the definition of a determinant, its computations and its properties as used in economic models;
- recognise Euclidean Spaces and related concepts such as the inner product, lines and planes;
- understand the concepts of linear dependence, spanning sets, basis and dimensions;
- recognise examples of linear models relating to macroeconomics and microeconomics such as linear models of production, Markov Models of Employment, IS-LM Analysis, Investment and Arbitrage; and
- understand economic applications of Euclidean Spaces such as Budget Sets in Commodity Space, Input Space, probability simplex, The Investment Model and IS-LM Analysis.

SEMESTER MODULE**NQF LEVEL: 6****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide a comprehensive extension of Quantitative Economics 2A (ECQ02A2). Quantitative Economics 2B (ECQ02B2) elaborates on the quantitative methods required to comprehend economic models and econometrics. The module focuses on multivariate calculus and its economic applications. A primary goal in economic analysis is to understand how changes in economic variables affect other economic variables. Multivariate calculus is a primary tool used for understanding how variables affect others in economic relationships described by functions of several variables. The module will provide students with the necessary mathematical foundation to achieve a mature and enduring understanding of economic models and of the basic principles of econometrics.

OUTCOMES

Students should be able to:

- explain concepts such as limits, sequences, open sets, closed sets, and compact sets as used in economic models;
- apply the following concepts in economic exercises and problems: functions between Euclidean spaces (functions from $\mathbb{R}^n$ to $\mathbb{R}$, functions from $\mathbb{R}^k$ to $\mathbb{R}^n$), special kinds of functions (linear functions on $\mathbb{R}^k$, quadratic forms, matrix representation of quadratic forms, polynomials), inverse functions, and the composition of functions;
- draw graphs of functions of two variables, level curves, and draw graphs from level sets;
- understand concepts related to the calculus of several variables: Total derivative, chain rule, directional derivatives and gradients, explicit functions from $\mathbb{R}^n$ to $\mathbb{R}^m$, higher order derivatives, and Hessian;
- derive the economic interpretation of marginal products, elasticity, and other derivatives commonly used in economics;
- apply the total derivative, chain rule, higher order derivatives, and Hessians to economic problems;
- understand implicit functions and their derivatives and solve exercises implying implicit functions; and
- solve economic problems using multiple integral calculus.

Quantitative Economics 3A**(QTE3AA3)****SEMESTER MODULE****NQF LEVEL: 7****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: SH****PURPOSE**

The purpose of this module is to provide a comprehensive introduction to complex quantitative methods required to understand economic models and econometrics. The module focuses on optimisation techniques. Optimisation plays a major role in Economic theory. The central question for the economist is how the economic agent will adjust maximising behaviour if a variable undergoes a change and it cannot be controlled.. The students studying this module will acquire a necessary mathematical foundation to achieve a mature and enduring understanding of economic models and the advanced principles of econometrics.

OUTCOMES

Students should be able to:

- explain the concepts of quadratic forms, definiteness of quadratic forms, linear constraints and bordered matrices;
- understand the procedure of unconstrained optimisation;
- know how to derive first and second order conditions;
- solve exercises implying unconstrained optimisation and derivation of first and second order conditions;
- understand the procedure of constrained optimisation either with equality or with inequality constraints;
- solve exercises involving constrained optimisation;

- understand the meaning of the multiplier, envelope theorems, and apply those concepts in economic applications;
- understand the concepts of homogeneous functions and homothetic functions;
- understand the concave and quasi-concave functions; and
- skilfully engage in economic applications of optimisation techniques such as utility maximisation, the demand function, the indirect utility function, the expenditure and compensated demand functions, the Slutsky equation, profit maximisation, competitive equilibrium, and fundamental theorems of welfare economics.

Quantitative Economics 3B

(QTE3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide a comprehensive extension of Quantitative Economics 3A (QTE3AA3). Quantitative Economics 3B (QTE3BB3) elaborates on more complex quantitative methods required to comprehend economic models and econometrics. The module focuses on dynamics. Dynamical methods play an important role in economical methods and in econometrics. The students who study this module will acquire a necessary mathematical foundation to achieve a mature and enduring understanding of economic models and of the more complex principles of econometrics.

OUTCOMES

Students should be able to:

- understand advanced concepts of matrix algebra like orthogonality and partitioned matrices;
- explain concepts of eigenvalues and eigenvectors;
- solve exercises and problems involving eigenvalues and eigenvectors;
- solve linear difference equations and systems of linear difference equations;
- solve scalar ordinary differential equations;
- explain conditions of existence and uniqueness of solutions of differential equations;
- solve systems of ordinary differential equations; and
- skilfully engage in applying these dynamical methods to solve complex economic problems.

CBE.326 QUANTITATIVE FINANCE

Quantitative Finance 2B

SEMESTER MODULE (QTF02B2)

ONLINE MODULE (QTF02BO)

NQF LEVEL: 6

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an in-depth understanding and application of mathematical, statistical, and probability theory in the field of quantitative finance.

OUTCOMES

- Students should be able to:
- understand and apply mathematical, statistical, and probability theory; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Quantitative Finance 3A
SEMESTER MODULE (QFT03A3)
ONLINE MODULE (QTF03AO)
NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA FOR (QFT03A3)
Subject type: SH

CALCULATION CRITERIA FOR (QFT03AO)
Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding and application of financial market mathematics and the associated implications related to risk management.

OUTCOMES

Students should be able to:

- understand and apply financial market mathematics;
- understand and apply the associated implications related to risk management; and
- use relevant software to manipulate, analyse, display, and interpret the data.

Quantitative Finance 3B
SEMESTER MODULE (QTF03B3)
ONLINE MODULE (QTF03BO)
NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA FOR (QTF03B3)
Subject type: SH

CALCULATION CRITERIA FOR (QTF03BO)
Subject type: CE

PURPOSE

The purpose of the module is to provide students with an in-depth understanding and application of computational finance using a selection of software.

OUTCOMES

Students should be able to:

- apply and interpret computational finance using a selection of software.
- understand and apply financial market mathematics; and
- understand and apply the associated implications related to risk management.

CBE.327 REAL ESTATE

Real Estate 2B
SEMESTER MODULE (RLE02B2)
ONLINE MODULE (RLE02BO)
NQF LEVEL: 6

NQF CREDITS: 15

CALCULATION CRITERIA FOR (RLE02B2)
Subject type: SH

CALCULATION CRITERIA FOR (RLE02BO)
Subject type: CE

PURPOSE

To introduce property valuation and relate knowledge of basic building construction, building contracts, and the construction process to the valuation of property.

OUTCOMES

Students should be able to:

- explain the structure of the building and property industry in South Africa and the relationship thereof with the valuation industry;
- analyse and comprehend the different elements in building design and construction;
- identify and evaluate problems in existing buildings;
- apply the principles of environmental control in buildings;
- explain the construction process and the different types of building contracts;
- introduction to market value and various valuation methods; and
- list and explain the sources of information available to the valuer.

Real Estate 3A

SEMESTER MODULE (RLE03A3)

ONLINE MODULE (RLE03AO)

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

To prove mastery of valuation methods by conducting valuations of a single residential property and applying mass valuation techniques.

OUTCOMES

Students should be able to:

- prove mastery of the concept of market value;
- identify the sources of information available to the valuer;
- collect and analyse market information;
- show an understanding of the different methods of valuation;
- apply the market approach to a single residential property;
- apply the techniques applicable to mass valuation; and
- prove mastery of the concepts “potential” and the “highest and best use” of property.
-

Real Estate 3B

SEMESTER MODULE (RLE03A3)

ONLINE MODULE (RLE03BO)

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an in-depth understanding and application of real estate valuation methods by conducting a valuation of commercial property and specialised properties, including the requirements associated therewith.

OUTCOMES

Students should be able to:

- demonstrate comprehension of the influence of leases on value;
- determine the market value of an income-producing property;
- prove mastery of the concepts of discounted cash flow for various valuation techniques;
- determine the replacement cost of a property for insurance purposes;
- produce a valuation report; and
- apply the income capitalisation approach to commercial property.

CBE.328 ROOMS DIVISION AND REVENUE MANAGEMENT

Rooms Division and Revenue Management 1A

(RDM1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide knowledge and understanding of effective operational practices specifically focused on the front office department within the Rooms Division of a hotel.

OUTCOMES

Students should be able to:

- identify the role of Rooms Divisions in hotels;
- discuss the responsibilities of the front office department in relation to guest satisfaction;
- distinguish the roles and stages of the guest cycle within the reception area; and
- explain the various functions between shifts within the reception area.

Rooms Division and Revenue Management 1B

(RDM1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to give students an understanding of effective operational practices associated with the front office department pertaining to guest accounting and provide an introduction to housekeeping operations within room divisions in a hotel.

OUTCOMES

Students should be able to:

- describe effective front office practices;
- explain and demonstrate the basic housekeeping operations within the Rooms Divisions; and
- evaluate the state of a public area of a hotel with regard to cleanliness and occupational safety, and make suggestions for improvement where necessary.

Rooms Division and Revenue Management 2A

(RDM2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with knowledge and effective practice associated with night audits and a deeper understanding of housekeeping management within Rooms Divisions.

OUTCOMES

Students should be able to:

- identify the processes and functions of a night audit shift;
- draw up and evaluate a Night Audit Report with the application of appropriate formulae; and
- explain processes involved in housekeeping management within a hotel environment.

Rooms Division and Revenue Management 2B
SEMESTER MODULE
NQF LEVEL: 6

(RDR2BB2) (RDM2BB2)

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to develop the students ability to effective practices associated with facilities management within the Rooms Divisions.

OUTCOMES

Students should be able to:

- explain the role, cost, and management of hospitality facilities;
- identify maintenance needs and various facility systems; and
- describe waste and energy management.

Rooms Division and Revenue Management 3A

(RDM3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to ensure that a student is capable of employing a range of revenue management concepts, specialising in forecasting and pricing techniques in developing rate strategies within the Hospitality Industry.

OUTCOMES

Students should be able to:

- identify the need for forecasting within revenue management in a hospitality environment;
- evaluate the necessary information for proper forecasting within a hospitality environment;
- explain the various approaches to pricing and developing room rates; and
- calculate room rates with appropriate use of formulae in conjunction with forecasting and pricing techniques.

Rooms Division and Revenue Management 3B

(RDM3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to ensure that a student is capable of employing a range of revenue management concepts specialising in budgeting and yield management techniques in developing rate strategies within the Hospitality Industry.

OUTCOMES

Students should be able to:

- compare and contrast the different types of budgets pertaining to revenue management in a hospitality environment;
- apply the concept of yield management in a hospitality environment; and
- implement rate strategies and measure yield% using the appropriate calculations.

CBE.329 SEARCH ENGINE OPTIMISATION

Search Engine Optimisation 1B

(IMO21B1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with the knowledge and skills to enhance a website and its content within the modern connected business environment. A student shall be equipped with the necessary competencies and skills required in optimising and enhancing a website and the content of a website to ensure ease of finding and ranking on search engine result pages. Furthermore, a student shall be equipped with research skills through report writing and communicating research results.

OUTCOMES

Students should be able to:

- describe the elements of a website and a search engine;
- understand the method of information retrieval on the Internet;
- explain the concept of search engine optimisation;
- describe the elements of search engine optimisation; and
- compile a search engine optimisation strategy.

CBE.330 SERVICES MARKETING

Services Marketing 2B

(MMK22B)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the knowledge and understanding of service sector marketing needs as an integral part of contemporary business. Due to the immense growth of the service sector, students must develop the intellectual competencies and practical skills to work as marketers within a service environment. This module will introduce students to the theoretical principles underlying services marketing. Students will develop the skills needed to manage service development and design, service quality, and service delivery in ways that demonstrate an appreciation of the importance of service quality management.

OUTCOMES

Students should be able to:

- develop the ability to identify appropriate service quality and apply the Gaps Model of service, including how marketers should manage the service scope, in their business;
- evaluate the unique demands of service design and describe how a new service can be developed by demonstrating knowledge of how marketers may match service demand and capacity;
- outline and explain the key characteristics, benefits, and disadvantages of the different pricing strategies available for services;
- critically analyse issues relating to how marketers should manage employees', customers', and the physical environments' roles in service delivery;
- outline the unique demands of services marketing communication and discuss the various communication strategies that can be implemented when marketing services; and
- develop insights into the service delivery process by explaining the different types of service failures and by indicating how organisations can recover from these failures to build relationships with their customers.

CBE.331 SOCIAL MEDIA MANAGEMENT

Social Media Management 2A

(IMS12A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with theoretic academic knowledge on how to effectively engage with and manage social media activities; describe and discuss the practical application of social media tools, both personally and for business purposes; and be equipped with the necessary competencies and skills to develop and maintain a basic social media presence. Furthermore, students are equipped with research skills through report writing regarding social media.

OUTCOMES

Students should be able to:

- describe social media tools and techniques;
- discuss the purpose and functionality of social media tools and techniques;
- distinguish between the different platforms of social media in terms of suitability for business purposes;
- discuss strategies that will increase a business's social media presence; and
- do research on fundamental issues surrounding social media.

CBE.332 STRATEGIC MARKETING

Strategic Marketing 3B

(MMK23B3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this capstone module is to equip students with the integrated knowledge needed to develop strategic marketing plans that empower organisations to successfully compete and secure future growth prospects in their respective markets. The secondary purpose of this module is to provide students with a holistic view of the role, power and strategic importance of the marketing function in an organisation.

OUTCOMES

Students should be able to:

- integrate the knowledge acquired concerning the roles, functions, and different levels of strategic marketing in order to develop a carefully crafted strategic marketing plan for an organisation. In order to produce this marketing plan, students will need to:
 - analyse the market, external and internal organisational environments;
 - evaluate the different competitive strategies that organisations can pursue;
 - understand the importance of developing a sustainable competitive advantage for the organisation selected;
 - apply the principles of market segmentation, targeting and positioning to the strategic marketing plan; and
 - understand the importance of strategy implementation, monitoring and control to secure the successful execution of a strategic marketing plan.

CALCULATION CRITERIA**Subject type: JH****PURPOSE**

The purpose of this module is to introduce well-rounded basic theoretical concepts and ground rules regarding income tax and value-added tax. The module lays the theoretical and practical foundation for further study in taxation.

OUTCOMES

Students should be able to:

- discuss the tax landscape in South Africa;
- analyse elements of the gross income definition with reference to relevant case law;
- apply gross income case law principles to practical scenarios;
- calculate taxable gross income with reference to the general definition and special inclusions;
- illustrate using calculations that exempt income is income that was first included in gross income, and then exempted.
- integrate the legislation, and case law of general deductions and special expenses and losses in a tax calculation;
- calculate basic capital allowances, and the income tax consequences of the disposal of assets;
- explain the mechanics of and do basic capital gains tax calculations;
- choose the tax rates and special allowances/rebates applicable to different kinds of taxpayers, discuss and calculate the basic taxation consequences of trading stock;
- discuss and calculate the basic consequences of the dividends tax;
- calculate taxable income and normal tax payable for an individual taxpayer (including fringe benefits);
- differentiate between the three provisional tax payments due by a company;
- calculate the amount of Value Added Tax (VAT) due, and discuss VAT consequences for a vendor; identify both the income tax and VAT consequences of a transaction;
- explain and calculate provisional tax payments for an individual taxpayer or a company; and
- illustrate awareness of ethical practices regarding tax and the payment thereof.

Taxation 3AB**(TAX3AB0)****YEAR MODULE****NQF LEVEL: 7****NQF CREDITS: 32****CALCULATION CRITERIA****Subject type: JH****PURPOSE**

The purpose of this module is to increase a student's practical and theoretical tax knowledge by building on the ground rules regarding Income Tax (individuals and companies) as well as value-added tax (VAT) as introduced in Taxation 2A, and to apply the knowledge to non-residents. This module equip students with the knowledge of the taxation framework for companies and individual taxpayers and its purpose in the ambit of taxation. The module further deals with the inclusion of complex taxable amounts and recoupments in the gross income of the taxpayers, special inclusions, exempt amounts, as well as the deductions available to these taxpayers. This module deals with the calculation the tax liability of the deceased person, deceased estate and perform an estate duty calculation. This module further provides in-depth knowledge regarding the taxation of farmers and the separate statutes that relate to the taxation of farmers as contemplated in the First Schedule. This module cover the taxation principles regarding Capital Gains Tax (for individuals and companies) as well as the rules and regulations regarding the administration and payment of taxation. Lastly, its purpose is to equip students with knowledge on the application of the tax rates as well as the tax tables for taxpayers.

OUTCOMES

Students should be able to:

- identify fringe benefits and calculate the cash equivalent to include in the taxable income of an individual;
- determine the amounts exempt from the "income" of individuals by applying the relevant sections of the Income Tax Act;
- identify and calculate the deductions available to individuals by applying the relevant sections of the Income Tax Act;
- identify and calculate allowances attributable to the individual in gross income and calculate the amount allowed as a deduction against the allowance;
- calculate the tax implications of retirement benefits for individuals;
- calculate the amount payable in terms of employee's tax and provisional tax;
- calculate the amount payable in terms of donations tax and estate duty for individuals;
- discuss situations applicable to an individual that will be subject to Capital Gains tax and calculate the taxable amount in terms of the relevant provisions;
- prepare the tax calculation for a non-resident according to the relevant provisions in the Income Tax Act;
- apply the basic Income Tax provisions regarding trusts;
- analyse the rules and regulations regarding the administration and payment of taxation for individuals, partnerships, companies, and trusts;
- explain situations where the anti-avoidance provisions of the Income Tax Act would be applicable for individuals and companies;
- analyse amounts to be included in gross income by applying the definition of "gross income" in the Income Tax Act;
- analyse amounts exempt from Income Tax by applying the relevant section of the Income Tax Act;
- explain and calculate allowable deductions for Income Tax purposes by applying the general deduction formula and special deductions;
- explain and calculate deductions for Income Tax purposes by applying capital allowances;
- apply the Income Tax principles regarding trading stock;
- apply the Eighth Schedule of the Income Tax Act to situations subject to Capital Gains tax and calculate the taxable amount in terms of the relevant provisions in respect of assets after 1 October 2001;
- explain and calculate the taxable income and Income Tax payable by both individuals and companies;
- discuss and calculate the VAT implications of an enterprise making taxable and exempt supplies; and
- explain and calculate the dividends tax.

Taxation 200

(TAX2AB0)

SEMESTER MODULE PRESENTED OVER A YEAR

NQF LEVEL: 6

NQF CREDITS: 12

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to introduce well-rounded basic theoretical concepts and ground rules regarding Income Tax and value-added tax. The module lays the theoretical and practical foundation for concepts and principles covered in Taxation 300 and on Honours and Postgraduate diploma level.

OUTCOMES

Students should be able to:

- identify amounts to be included in gross income by applying the definition of "gross income" in the Income Tax Act in respect of residents and non-residents;
- identify amounts exempt from taxable income;
- identify and calculate allowable deductions for Income Tax purposes by applying the general deduction formula and special deductions;
- calculate various capital allowances, as well as recoupments and scrapping allowances;
- calculate taxable Capital Gains;
- calculate (using the above principles) the taxable income and Income Tax payable by a taxpayer;
- calculate the taxation consequences of dividend declarations;
- calculate the amount payable in terms of provisional tax for a taxpayer;

- discuss whether the turnover tax will be applicable to a taxpayer and calculate the amount of tax due;
- calculate the amount of value-added tax payable; and
- identify and calculate the tax implications in respect of farming.

Taxation 300
YEAR MODULE
NQF LEVEL: 7

(TAX300)

NQF CREDITS: 34

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to build on the basic concepts and ground rules regarding Income Tax as well as Value-Added Tax (VAT), which were introduced in Taxation 200. It deals with more complex issues of the taxation calculation that was introduced in Taxation 200.

OUTCOMES

Students should be able to:

- discuss and calculate the Value-Added Tax implications per the VAT Act in the case of an enterprise making taxable and exempt supplies;
- identify amounts to be included in gross income by applying the definition of “gross income” in the Income Tax Act;
- identify amounts exempt from Income Tax by applying section 10 of the Income Tax Act;
- identify and calculate allowable deductions for Income Tax purposes by applying the general deduction formula as well as calculate (using the above principles) the taxable income and Income Tax payable by an enterprise;
- apply and evaluate the Income Tax principles per the Income Tax Act regarding trading stock;
- identify situations subject to Capital Gains tax and calculate the taxable amount in terms of the relevant provision in respect of assets acquired prior to and after 1 October 2001;
- calculate provisional tax as well as the penalties payable in respect of provisional tax for an enterprise per the provisions of the Income Tax Act;
- fill out the documentation (tax returns, etc.) applicable to the above taxes;
- identify fringe benefits and determine the cash equivalent to be included in the taxable income of an individual per the provisions of the Income Tax Act;
- identify amounts exempt from tax in the hands of individuals, by applying the relevant sections of the Income Tax Act;
- include allowances attributable to the individual in gross income and calculate the amount allowed as a deduction against the allowance by applying the relevant sections of the Income Tax Act;
- identify and calculate deductions available to individuals by applying the relevant sections of the Income Tax Act;
- calculate taxable income and Income Tax payable by applying the relevant sections of the Income Tax Act;
- calculate the portion of retirement benefits that will be exempt from taxation, and calculate tax payable according to the rating formula by applying the relevant sections of the Income Tax Act;
- calculate the taxable income of a partnership and apportion it to the partners;
- calculate the amounts payable in terms of employees’ tax, provisional tax, donations tax and estate duty;
- identify situations applicable to an individual that will be subject to Capital Gains tax and calculate the taxable amount in terms of the relevant provisions;
- prepare the tax calculation for a non-resident according to the relevant provisions in the Income Tax Act;
- understand the basic Income Tax provisions regarding trusts;
- identify situations where the anti-avoidance provisions of the Income Tax Act would be applicable; and
- explain and calculate the dividends tax.

CBE.334 TOURISM DESTINATIONS

Tourism Destinations 2A

(TRD2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to develop the students competencies in destination development. The student will gain the necessary skills and knowledge regarding the interaction of the ecological system that links human beings to their environment, and spatial systems that link geographic regions for tourism.

OUTCOMES

- illustrate/explain key geographic concepts (e.g. species, ecosystems) and their functioning within spatial systems for tourism;
- describe diverse environmental aspects (e.g. seasonality, vegetation zones, crime) that influence local, regional, and national tourism;
- describe the fundamentals of travel between locations for tourism; and
- identify how the world climate affects travel, impacting attractions, access and activities.

Tourism Destinations 2B

(TRD2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an understanding of the growth, development, and changes that are occurring within tourism, leisure, and recreation. The student will gain an understanding of the positioning of tourism, leisure, and recreation within contemporary settings.

OUTCOMES

Students should be able to:

- examine key features of contemporary tourism, leisure and recreation, as they find expression in particular places, and to locate them within broader processes of local-global interaction;
- employ a series of well-recognised concepts that relate to tourism, leisure, and recreation in order to achieve a more progressive level of understanding of the spatial processes at work;
- demonstrate a critical awareness of the role of theory in providing understanding of the spatial dimensions of tourism, leisure, and recreation; and
- explain the demand, supply, performance, and sustainability of tourism, leisure, and recreation within spatial settings.

CBE.335 TOURISM DEVELOPMENT

Tourism Development 1A

(TDV11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with an understanding of the tourism industry as an interrelated system. The module unpacks the various interrelated sectors and role players in tourism, the role of tourist destinations, as well as the demand and supply factors of tourism.

OUTCOMES

Students should be able to:

- explore the role and importance of the tourism industry as an interrelated system;
- demonstrate an understanding of transportation, accommodation, attractions, events, and the role of intermediaries as part of the tourism system, discuss demand and supply factors in tourism; and
- demonstrate and understand the role of tourist destinations as part of the tourism system.

Tourism Development 1B

(TDV1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with insight and knowledge to understand the different types of tourism impacts on economic, social and environmental aspects of various types of tourism attractions and destinations in the developing world.

OUTCOMES

Students should be able to:

- describe third-world trends in tourism product development;
- distinguish between the main type of tourism products;
- describe the interconnectedness between rural and urban communities and tourism development;
- appreciate positive and negative economic, social, cultural, and environmental impacts of developing tourism attractions;
- describe the main characteristics of sustainable and responsible tourism development in South Africa; and
- identify and discuss new world and South African trends in tourism product development.

Tourism Development 2A

(TDV2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with knowledge about the effective use of various levels and models of tourism planning in South Africa.

OUTCOMES

Students should be able to:

- distinguish between different planning levels in tourism development;
- discuss the respective roles and responsibilities of different agents of tourism development;
- understand the relationship and interdependence between national, regional and local tourism destination planning; and
- understand the main methods for monitoring and evaluating tourism impacts.

Tourism Development 2B

(TDV2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with knowledge on ongoing debates on sustainable and responsible principles.

OUTCOMES

Students should be able to:

- understand tourism destination development in context;
- understand and contribute in the ongoing debates around sustainable and responsible tourism;
- apply principles of sustainable and responsible tourism on local destination development; and
- understand the role of destination development in poverty alleviation and job creation in South Africa.

Tourism Development 3A

(TOU13A3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with an understanding of the main issues relevant to the development and management of tourism destinations.

OUTCOMES

Students should be able to:

- conceptualise evolutionary models of tourism developments at the destination level;
- differentiate between the main types of tourism destination developments;
- evaluate environmental assessment strategies applicable to the destination; and
- understand the role of Destination Management Organisations (DMOs) in securing sustainable growth of tourism destinations.

Tourism Development 3B

(TOU23B3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to understand the main elements and principles fundamental to sustainable development and management of tourism development in Africa and South Africa.

OUTCOMES

Students should be able to:

- conceptualise the models of urban and rural destination development and management;
- differentiate between the main types of community-based tourism developments;
- examine the effectiveness of tourism development in poverty alleviation and job creation in developing economies; and
- illustrate the effectiveness of South African tourism development strategic and policy framework.

CBE.336 TOURISM AND HOSPITALITY RESEARCH PROJECT

Tourism and Hospitality Research Project 3B

(TRP3BB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is for students to complete field work, analyse, and compile a final research report based on their chosen research topic.

OUTCOMES

Students should be able to:

- produce a final research report on a chosen research topic from Introduction to Tourism and Hospitality Research Methodology 3A in your respective field.

CBE.337 TOURISM MARKETING

Tourism Marketing 1A

(TOM1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce tourism students to the basic principles of marketing, mainly in a consumer product context. On a practical level, the student will have attained the necessary knowledge to identify and understand basic consumer behaviour and market segmentation.

OUTCOMES

Students should be able to:

- understand the basic introduction to the purpose of marketing;
- understanding of consumer behaviour and consumer expectation;
- provide an overview of market segmentation;
- understanding of positioning in a competitive environment; and
- understanding and identifying marketing ethics and principles.

Tourism Marketing 1B

(TOM1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student with the product, pricing, distribution, and promotion elements of the marketing mix.

OUTCOMES

Students should be able to:

- investigate and develop the tourism industry (tangible and intangible products and services) using relevant models to analyse the environment;
- understand the concept of product or service: including life cycle and development, branding and packaging;
- investigate price: strategies applying relevant models;
- investigate distribution: strategies applying relevant models; and
- investigate promotion: methods and utilising various models and information systems.

Tourism Marketing 2A

(TOM2AA2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip tourism students with the knowledge to apply aspects of service and relationship marketing in tourism service businesses.

OUTCOMES

Students should be able to:

- focus on the unique challenges of developing marketing strategies for service products;
- understanding the role of public relations as a marketing tool;
- investigate the role of customer relationship management;
- extend the 7Ps into the digital environment; and
- introduction to marketing research.

Tourism Marketing 2B

(TOM2BB2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip tourism students with knowledge and understanding of value creation as derived from marketing activities from an open systems perspective. Students will be introduced to the concept of value chain analysis for the marketing function.

OUTCOMES

Students should be able to:

- understand the interrelatedness of value creation as derived from marketing activities across all business functions;
- understand the concept of value chains and value chain analysis for the marketing function; and
- understand the requirement to continuously adapt the marketing product/service as a value creator in response to business challenges in line with the business strategy.

CBE.338 TRANSPORT ECONOMICS

Transport Economics 1A

(TRE11A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the students with intellectual knowledge and applied competence in the understanding and interpreting of the functions of transport and its contribution to the national economy. Students should be prepared to apply principles of supply and demand to the transport sector, and should have developed the intellectual competency to be able to analyse the relationships between transport facilities, economic growth and development, and between transport costing and tariff setting. The student should be able to reflect on the transport function in the field of supply chain management.

OUTCOMES

Students should be able to:

- explain and apply micro- and macro-economic principles in transport markets;
- reflect on the link between economic development and the levels of both freight and passenger transport;
- understand the role of transport in the operation of the economy;
- understand the law of demand and supply, the main factors that impact upon the general demand and supply of transport services, as well as individual transport modes;
- be equipped with knowledge of the elasticity of demand and to understand its importance in the planning of transport services and in the analysis of such markets;
- understand how time is divided in economics, the behaviour of transport costs in the short and long runs, position of profit maximisation for the provider of transport services;
- reflect on perfect and imperfect market structures and their high prevalence in transport markets and price discrimination in the pricing of transport markets;
- understand forms of regulation and the rationale for and drawbacks of regulatory measures and transport subsidies; and

- reflect on some of the major economic issues surrounding road haulage, rail freight, air cargo, and maritime transport.

Transport Economics 1B
SEMESTER MODULE
NQF LEVEL: 5

(TRE21B1)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to provide students with the intellectual competence on the operation of road freight transport; be able to scan the internal as well as external environment of a road transport undertaking and reflect on the importance of planning, selection of vehicles, replacement of vehicles, customer service, etc. Students must apply sound road transport management principles.

OUTCOMES

Students should be able to:

- reflect on the way in which a road transport operation is structured managerially; the approach to business by public and private transport operators; the advantages and disadvantages of private transport; and the role of transport in the economy of a country;
- formulate a strategic plan to reach objectives for the organisation in a transport environment, and apply this concept in a defined environment;
- reflect on the need to select the correct vehicle for a particular operation, which is essential to enable an organisation to perform according to the needs of its clients;
- assess the investment opportunity within the road freight transport industry; and
- reflect on the necessity to satisfy client demand and measure performance in the road freight operations in this and other respects.

Transport Economics 2A
SEMESTER MODULE
NQF LEVEL: 6

(TRE12A2)

NQF CREDITS: 16

CALCULATION CRITERIA
Subject type: SH

Rail transport

PURPOSE

The purpose of this part of the module is to introduce the student to the role and importance of rail transport in South Africa and the national economy. The student will be required to apply various operational and management principles to rail transport and to reflect on the applications made. The module will develop the students' intellectual competency to be able to analyse, transform and evaluate the aspects of costing and pricing in rail transport.

OUTCOMES

Students should be able to:

- describe the historical development of railways in South Africa since 1860;
- explain the competitive position of railways in relation to road transport;
- identify the factors that influence inter-regional cooperation between railways in Southern Africa; and
- discuss future strategies for railway management.

Urban transport

PURPOSE

The purpose of this part of the module is to introduce the students to the theory of public passenger transport and enable the students to reflect on its impact on the economy. The legislative background and policy issues which affect cost and efficiency will be highlighted. The students will be prepared to analyse and evaluate information on aspects with regard to the role of institutional structures in public passenger transport and reflect on the policy and legislation involved in resolving transport problems.

OUTCOMES

Students should be able to:

- describe the characteristics of transport modes and reflect on the importance of public transport in facilitating orderly urban development;
- explain the nature of urban transport problems, their interrelationships, and the objectives of government policy in addressing the problems;
- distinguish between formal and informal public transport, compare the different approaches towards the regulation of transport, and comment on the effectiveness of transport administration; and
- describe the concept of “social equity” in transport and the measures required to achieve social equity.

Transport Economics 2B

(TRE22B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

Maritime transport

PURPOSE

The purpose of this part of the module is to provide the student with an overview of the role and importance of maritime transport in global supply chain management. Upon completion of the module, the student should have developed the intellectual competency to understand the maritime industry and analyse and apply various maritime models and aspects useful in management decision-making.

OUTCOMES

Students should be able to:

- critically explain maritime economics and the shipping environment from a local and international perspective;
- distinguish between the different market forms in the shipping industry;
- discuss port economics and trends in the shipping industry;
- evaluate the role and importance of maritime transport in South Africa and the national economy;
- apply various operational and management principles and concepts in maritime transport and reflect on the applications made to resolve contextual and abstract problems; and
- analyse and evaluate various aspects of port management and operations.

Air transport

PURPOSE

The purpose of this part of the module is to provide the student with an overview of the role and importance of air transport as a mode of transport. Upon completion of the module, the student should have developed the intellectual competency to understand the air transport environment and analyse important air transport factors useful in decision-making.

OUTCOMES

Students should be able to:

- discuss the introduction and background to air transport;
- describe important air transport associations and organisations;
- explain the demand for and supply of air transport;
- distinguish between the various airfreight activities;
- identify and discuss the steps involved in the fleet planning and selection process; and
- evaluate the airport planning process.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the field of transport policy in a manner that is useful for decision-making and the important role of transport policy development within the public sector. The student can reflect on policy processes such as policy needs, design, implementation, evaluation and project management as well as assess public sector policy and decisions impacting the transport and logistics sectors. The student needs to comprehend the social dimension of transport by examining the linkage between social policy goals and transport policy.

OUTCOMES

Students should be able to:

- summarise transport policy, its role and importance to the contemporary socio-economic environment;
- evaluate the impact of policy on the economy and the corporate sector;
- relate and contextualise public policy to transport sector policies;
- apply the public policy principles of regulation, equity, and liberalisation in order to assess efficiencies in the transport sector;
- examine the function of key role players (both the public and corporate sectors) in policy decision-making;
- examine the social dimension of transport and the connection between social policy goals and transport policy; and
- describe the contribution of mega transport projects and the government's role in the facilitation of such projects.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to introduce the student to the field of transportation planning within an urban area. The importance of transportation planning is emphasised by highlighting aspects such as urbanisation, mobility, and accessibility. Current transport problems in urban areas have also been identified, and solutions to these have been proposed. The module will enable the student to acquire knowledge on the importance of transportation planning, especially from a South African perspective. Finally, the importance of creating sustainable urban transport environments through transportation planning will be emphasised.

OUTCOMES

Students should be able to:

- explain urbanisation by evaluating the role of mobility and accessibility in people's lives;
- identify and analyse transport problems that are present in urban areas;
- analyse urban form with regard to the interaction of transport and land use;
- describe the urban transportation planning process;
- propose solutions to urban transport problems that are demand and supply related; and
- summarise sustainability in transportation planning.

SECTION M: CBE SERVICE MODULES OFFERED TO OTHER FACULTIES

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF SERVICE MODULES OFFERED BY THE COLLEGE OF BUSINESS AND ECONOMICS FOR DEGREE PROGRAMMES IN OTHER FACULTIES

CBE.339 COMPUTER COMPETENCE 1

Computer Competence

(CCE1EXT)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 6

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of the module is to expose students to the basic concepts of information technology. Students will also be introduced to the use of word processing, spreadsheets, graphical presentations, and the Internet.

OUTCOMES

Students should be able to:

- Apply basic principles and concepts of IT;
- Use of MS Windows systems;
- Use of the MS Office environment;
 - MS Word;
 - MS PowerPoint; and
 - MS Excel.

CBE.340 ENTREPRENEURSHIP

Entrepreneurship 1

(BAEN6A1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with a thorough introduction to entrepreneurship theories, and the entrepreneurial mindset in order to prepare them to successfully plan, launch and manage their own venture in various occupational contexts. To equip students to think conceptually about business start-up strategies and legal issues, as well as how to protect their interests, ideas and concepts.

OUTCOMES

Students should be able to:

- identify the legal challenges in entrepreneurship ventures;
- understand the legislative requirements that may affect business, such as the impact of debt agreements, security, and surety; understand the impact of bankruptcy; know how to protect your interests, ideas and concepts;
- know the difference between franchises and own start-up; and
- know different start-up strategies.

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to identify opportunities through the use of creativity and innovation for a new or existing venture, and be able to analyse the feasibility of different ideas, and turn it into a business plan. To understand the business environment as well as the successful management of a business venture. This includes the productive management of limited resources to obtain a profitable result.

OUTCOMES

Students should be able to:

- understand the importance of integrity to small businesses;
- discuss the broad-based strategy options and focus strategies for a new venture;
- demonstrate an understanding of the pros and cons of franchising and the reasons for buying an existing business;
- write a business plan and understand other components of a business plan; and
- fully grasp the meaning and purpose of financial statements.

CBE.341 HUMAN RESOURCE MANAGEMENT

Human Resource Management 1A

(MHB1A01)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to provide students with the ability to understand and describe the field of Human Resource Management (HRM) and its associated fields of study with specific reference to the history, roles and functions of Human Resource Management. The module focuses on the national and world-class HR practices within the organisational context.

OUTCOMES

Students should be able to:

- define HRM as a field of study explaining the meaning of strategic HRM;
- explain the interrelationships of HRM with psychology, industrial psychology, sociology, communication, etc.;
- discuss the role of professional bodies in HRM;
- compare the different management theories in explaining the development of HRM;
- discuss the systems theory and apply it to HRM processes;
- discuss the impact of different variables and changing trends at the global level on HRM in South Africa;
- discuss the implications of business challenges for HRM as a profession;
- illustrate and discuss the HRM function as part of the organisational structure;
- explain the outcomes and roles of Human Resource Management within the context of small, medium and large organisations; and
- discuss the different HRM functions.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with the ability to define Human Resource (HR) provisioning in the Southern African context as part of the larger organisational system and the global village. A systems planning focus for the attraction, recruitment, selection, induction of staff and individual career management in the organisation is explained. Students will further be introduced to various concepts in career planning and will be assisted in applying career planning and management concepts to themselves.

OUTCOMES

Students should be able to:

- define HR provisioning;
- describe the history of Human Resource Management (HRM);
- debate the challenges of managing diversity in the workplace;
- discuss the history of HR planning and its links with organisational strategy;
- compile an HR provisioning plan;
- develop a recruitment and selection strategy; and
- analyse the Basic Conditions of Employment Act and other relevant information.

CBE.342 INFORMATION TECHNOLOGY MANAGEMENT

Information Technology Management 1A
SEMESTER MODULE
NQF LEVEL: 5

(ITM11A1)

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to introduce the students to basic information technology (IT) terms, skills and the basic components of a computer. The students will be able to manipulate files and use various applications to solve business problems.

OUTCOMES

Students should be able to:

- explain concepts and terms associated with IT;
- demonstrate the ability to use common functions of a PC and its operating system; and
- demonstrate the ability to use a word processing, spreadsheet and presentation application.

Information Technology Management 1B
SEMESTER MODULE
NQF LEVEL: 5

(ITM21B1)

NQF Credits: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to expose students to the management of enterprise technologies and how these enterprise technologies can be used to implement the organisational strategies. The focus is on positioning information technology (IT) within the organisation as well as the management of the infrastructure component of IT management.

OUTCOMES

Students should be able to:

- describe the role of IT in supporting the organisation as an entity;

- define information systems and describe the various types of information systems and categorise specific systems;
- understand the role of networking, communications and collaboration capabilities for organisations;
- describe electronic commerce, its scope, benefits, limitations and types; and
- discuss the characteristics and attributes of mobile computing and mobile commerce.

Information Technology Management 2A

(ITM12A2)

SEMESTER MODULE

NQF LEVEL: 5

NQF Credits: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to contextualise information technology (IT), and to provide students with background knowledge on the IT service delivery processes.

OUTCOMES

Students should be able to:

- explain the context in which IT service delivery takes place;
- explain the major processes and activities required for IT service delivery; and
- explain each individual process and its activities required for IT service delivery.

Information Technology Management 2B

(ITM22B2)

SEMESTER MODULE

NQF LEVEL: 5

NQF Credits: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to contextualise information technology (IT) service support, and to provide students with background knowledge on the IT service support processes.

OUTCOMES

Students should be able to:

- explain the context in which IT service support takes place;
- explain the major processes and activities required for IT service support; and
- explain each individual process and its activities required for IT service support.

CBE.343 PROJECT MANAGEMENT

Project Management 3B

(PJB3B21)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 14

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide the student with a wide range of theoretical and practical knowledge in the field of project management.

OUTCOMES

Introduction to generic project management including project definition, life cycle, management functions, project constraints, terminology and general education and ethical issues; project initiation including project proposal and scoping, statement of work, selection, organisation and administration, communication and negotiation; project implementation including planning, financing, scheduling, resourcing, monitoring and control; project termination including auditing, termination and reporting; latest developments in project management including future considerations, impacts on private and public sector, demographics, information technology, and career paths of the project manager.

CBE.344 METHODOLOGY AND PRACTICUM: SUPPORT ROLE SCHOOL LIBRARY & INFORMATION CENTRE

Methodology and Practicum: Support Role School Library & Information Centre 3A

SEMESTER MODULE

NQF LEVEL: 7

(SLI13A3)

NQF CREDITS: 8

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on the school library and information centre in the knowledge economy. Attention is given to the concepts of the knowledge economy, mobile technologies, etc., and students are equipped with research skills through report writing regarding these aspects.

OUTCOMES

Students should be able to:

- critically reflect on the information economy and the knowledge economy;
- indicate the challenges of the school library and information centre in the knowledge economy;
- demonstrate an understanding of the application of mobile technologies in the school library and information centre;
- describe the application of knowledge management principles in the school library and information centre environment;
- do research on fundamental knowledge economy issues; and
- clarify key concepts.

Methodology and Practicum: Support Role School Library & Information Centre 3B

SEMESTER MODULE

NQF LEVEL: 7

(SLI23B3)

NQF Credits: 8

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on the school library and information centre in the Fourth Industrial Revolution (4IR). Attention is given to the concepts of 4IR, disruptive technologies, etc. and students are equipped with research skills through report writing regarding these aspects.

OUTCOMES

Students should be able to:

- critically reflect on the 4IR and school library and information centre in South Africa;
- critically debate the positive (opportunities) as well as the negative (threats) sides of the 4IR and the school library and information centre;
- demonstrate an understanding of the concept of disruptive technologies as applicable to the school library and information centre environment;
- do research on fundamental 4IR issues; and
- clarify key concepts.

Methodology and Practicum: Support Role School Library & Information Centre 4**YEAR MODULE****NQF LEVEL: 7****(SLI1400)****NQF Credits: 40****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on the school library and information centre in the Fourth Industrial Revolution (4IR). Attention is given to the concepts of 4IR, disruptive technologies, etc., and students are equipped with research skills through report writing regarding these aspects.

OUTCOMES

Students should be able to:

- critically reflect on the 4IR and the school library and information centre in South Africa;
- critically debate the positive (opportunities) as well as the negative (impediments) sides of the 4IR and the school library and information centre;
- demonstrate an understanding of the concept of disruptive technologies as applicable to the school library and information centre environment;
- do research on fundamental 4IR issues; and.
- clarify key concepts.

CBE.345 SCHOOL LIBRARY AND INFORMATION CENTRE SUPPORT**School Library and Information Centre Support 1A****(SLI11A1)****SEMESTER MODULE****NQF LEVEL: 6****NQF CREDITS: 16****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on the development of an understanding of the role and function of the school library and information centre.

OUTCOMES

Students should be able to:

- demonstrate theoretical knowledge the history of recorded information;
- differentiate between the types of libraries;
- demonstrate a general orientation to library and information services;
- describe the different components of the bibliographic chain; and
- clarify key concepts.

School Library and Information Centre Support 1B**(SLI21B1)****SEMESTER MODULE****NQF LEVEL: 5****NQF Credits: 16****CALCULATION CRITERIA****Subject type: CE****PURPOSE**

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on the development of an understanding of the administration and management of a school library and information centre.

OUTCOMES

Students should be able to:

- identify and compare the different technical services in a school library and information centre;
- describe the library and information technologies inside the school library and information centre;
- demonstrate theoretical knowledge of the information sources and tools available for reference works;
- clarify key concepts.

School Library and Information Centre Support 2A

(SLI12A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF Credits: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on the development of information collections.

OUTCOMES

Students should be able to:

- demonstrate theoretical knowledge, information organisation, and retrieval;
- demonstrate an understanding of developing and managing information collections;
- demonstrate theoretical knowledge of information classification theory; and
- clarify key concepts.

School Library and Information Centre Support 2B

(SLI22B2)

SEMESTER MODULE

NQF LEVEL: 6

NQF Credits: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to assist students in developing sufficient knowledge and skills to enable them to fulfil the role of Information Management (IM) support specialist in a secondary school. For this module, the IM support specialist role focuses on searching and retrieving online information.

OUTCOMES

Students should be able to:

- demonstrate theoretical knowledge of the history of the Internet and the Web;
- demonstrate an understanding of how to use Web search engines;
- discuss the importance of information literacy;
- explain the importance of information ethics in information seeking behaviour; and
- clarify key concepts.

SECTION N: DEGREE SERVICE MODULES OFFERED TO CBE BY OTHER FACULTIES

CALCULATION CRITERIA, PURPOSE AND OUTCOMES OF SERVICE MODULES OFFERED BY THE COLLEGE OF BUSINESS AND ECONOMICS FOR DEGREE PROGRAMMES IN OTHER FACULTIES

CBE.346 AFRICAN INSIGHTS

African Insights

(AFINSA1)

FULLY ONLINE

NQF LEVEL: 5

NQF CREDITS: 15

African Insights (AFRINY1) is a compulsory module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. African Insights (AFRINY1) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this online module is required to graduate.**

PURPOSE

The purpose of the module is to develop an appreciation of Africa's many and rich inheritances and to familiarise students with Africa's "great" ideas and issues. An appreciation will be developed for Africa and its place in the world by providing the theoretical underpinning and a platform for students to read and respond to a number of key African texts with a focus on concerns with contemporary significance.

OUTCOMES

Students should be able to:

- develop an informed appreciation of the role of Africa in the world and of its inheritances;
- discuss key historical and political concepts in African studies;
- display a basic understanding of South African rights paradigm; and
- display a basic understanding of epistemology / African epistemology.

CBE.347 ARTIFICIAL INTELLIGENCE IN THE 4TH INDUSTRIAL REVOLUTION

Artificial Intelligence in the 4th Industrial Revolution

(AI4IR00)

FULLY ONLINE

NQF LEVEL: 5

NQF CREDITS: 15

Artificial Intelligence in the 4IR (AI4IR00) is an online elective module for all first-year undergraduate students of the University of Johannesburg. Upon completing the module, a student's academic record will reflect the successful completion of the module. These credits do not count towards the minimum credits needed to complete the chosen qualification. Artificial Intelligence in the 4IR (AI4IR00) is a fully online module that is offered over thirteen weeks. All student support will take place online. A student can enrol and complete the module at any time during the first year of study. **The completion of this elective online module is required to graduate.**

PURPOSE

The purpose of this module is to develop students' awareness of artificial intelligence (AI), its applications, and its implications for society and the future of work in the Fourth Industrial Revolution (4IR). This module will encourage students to reflect on their role in a world that is being transformed by AI-driven technologies.

OUTCOMES

Students should be able to:

- develop an understanding of the 4IR and automation;
- understand the evolution of AI;
- discuss foundational concepts and techniques of AI and their application to real-life problems;
- explore advances in AI research, application, and commercialisation in the United States and the West;
- explore advances in AI research, application, and commercialisation in China;
- unpack the implications of AI for the future of the world of work;
- be aware of social and ethical considerations of AI technology; and

- reflect on the future of AI for society.

CBE.348 APPLIED BUSINESS COMMUNICATION

Applied Business Communication 1A

(ABC1AA1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the skills to communicate effectively in the Tourism and Hospitality industry. Further, implicit in this outcome is the need to equip students with the necessary English skills for successful study in their discipline.

OUTCOMES

Students should be able to:

- use the appropriate form of English when communicating;
- demonstrate knowledge of communication theory and apply this to everyday and work contexts;
- demonstrate competence in writing a memorandum;
- use the professional language associated with electronic mail;
- write the different types of business letters professionally;
- demonstrate critical and innovative thinking skills;
- describe the process of communication and show how it applies to various situations in the industry;
- identify typical problems that could arise in the communication process and demonstrate skills to overcome them;
- manage specific contexts for communication, including giving presentations and producing work-related documents;
- use the six non-verbal factors to decode body language;
- build and maintain healthy and effective interpersonal relationships; and
- distinguish between aggressive, assertive, and passive communication styles, and write a research assignment showing the ability to reference, quote, paraphrase, and summarise.

Applied Business Communication 1B

(ABC1BB1)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to equip students with the skills essential to communicate to effectively in the Tourism and Hospitality industry. Further, implicit in this outcome is the need to equip students with the necessary English and research skills for successful study in their discipline. In addition, this outcome indicates the vital role of equipping students with the necessary English and research skills for successful study in their discipline.

OUTCOMES

Students should be able to:

- write a research assignment showing the ability to reference, quote, paraphrase, and summarise;
- identify cultural norms and values held by guests and colleagues in the workplace;
- identify cross-cultural communication barriers and techniques for overcoming these in a hospitality context;
- determine the corporate culture of an organisation;
- identify the appropriate chain of command when communicating in the hospitality industry;
- distinguish between formal and informal lines of communication;
- communicate assertively in a hospitality context;
- describe the nature of conflicts, types of conflicts, and causes of conflicts in a hospitality environment;
- use appropriate communication strategies to manage and solve conflicts; and

- develop, organise, and deliver an oral presentation.

Applied Financial Techniques 2A

(AFT02A2)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to obtain practical knowledge and application of basic time series and data analysis using relevant software.

OUTCOMES

Students should be able to:

- access and extract financial data from relevant sources;
- analyse financial data using relevant software;
- understand the basics of programming and apply this to financial data.

Applied Financial Analysis 3B

(AFT03B3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 15

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to obtain relevant knowledge and practical application skills related to programming, financial modelling, and risk management.

OUTCOMES

Students should be able to:

- apply knowledge and skills in the use of software such as Excel and Visual Basic;
- develop skills in the creation and implementation of financial models;
- apply critical thinking skills to dealing with advanced modelling in finance; and
- use relevant software to manipulate, analyse, display, and interpret the data.

CBE.349 BUSINESS COMMUNICATION

Business Communication

(CBS1BB1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

The purpose of this module is to prepare students for the world of work where interpersonal relationships form the foundation of the business environment. Also, by providing them with the necessary interviewing abilities and skills.

OUTCOMES

Upon completion of this module students should be able to:

- use the communication theory to identify needs and enhance interpersonal relationships in any situation;
- identify cultural barriers to effective communication;
- find solutions to overcome cultural barriers;
- demonstrate skill in preparing and delivering a formal oral presentation;
- write formal reports;
- conduct themselves professionally during an interview;
- draw up a competent curriculum vitae (CV);

- write various business letters;
- write a memorandum;
- write the notice, agenda, and minutes of a meeting; and
- distinguish between different types of meetings.

CBE.350 BUSINESS MATHEMATICS

Business Mathematics 100

(MAT100)

SEMESTER MODULE

NQF LEVEL: 5

NQF CREDITS: 14

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The module consists of a basic introduction to mathematical topics in the fields of algebra, calculus, financial mathematics, discrete mathematics, and statistics. A few applications of these mathematic topics in accounting, economics, and finance are covered. This will allow students to observe and practice the practical applications of mathematics to the relevant fields.

OUTCOMES

Students should be able to:

- accurately perform basic calculations in algebra;
- accurately determine limits, continuity intervals, derivatives, and integrals using various techniques and rules;
- accurately perform basic calculations in financial mathematics;
- accurately perform basic calculations in discrete mathematics;
- accurately perform basic calculations in statistics; and
- correctly apply all the skills that they have learned in accounting, economics, and business.

CBE.351 COMMERCIAL LAW

Commercial Law 100

(CML1B01)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to familiarise a student with the statutory regulation of specific contracts as well as the legal framework in which entities operate. A student will be able to integrate the principles learned in Introduction to Law for BAcc students and build on this foundation. A student who has successfully completed this module should be equipped to deal with the challenges and difficulties a Chartered Accountancy student will experience during the module of his/her studies and profession.

OUTCOMES

Students should be able to:

- apply the relevant principles pertaining to credit agreements and consumer protection in terms of the National Credit Act 34 of 2005 as well as the Consumer Protection Act 68 of 2008;
- apply the legal principles relating to the law of insurance as well as discuss the purpose and objective of the Financial Advisory and Intermediary Services Act 37 of 2002 (FAIS), also with reference to intermediaries and the broader regulatory framework;
- apply the legal principles underpinning the law of security;
- consider the role of important tax case law in the interpretation of tax principles;

- critically evaluate the general principles relating to the law of insolvency, formulate and recognise the main principles with regard to the initiation process of the winding-up of a company and demonstrate knowledge and understanding of the principles relating to business rescue;
- consider various pieces of legislation that regulate labour law in South Africa;
- consider the importance of corporate governance, especially with reference to the fiduciary duties of directors and whistle-blowing; and
- evaluate the supervision of banks from a legal perspective.

CBE.352 MATHEMATICS: FINANCE AND BUSINESS

Mathematics: Finance and Business 1A

SEMESTER MODULE (MATDCA1)

ONLINE MODULE (MT1ACP1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (MATDCA1)

Subject type: SH

CALCULATION CRITERIA FOR (MT1ACP1)

Subject type: CE

PURPOSE

The purpose of this module is to give students a proper foundation in important mathematical skills needed to pursue studies in accounting, business, finance, and economics. Students are taught various topics in fundamental algebra and graphs with direct applications in the relevant fields.

OUTCOMES

Students should be able to:

- accurately perform basic calculations in algebra;
- correctly apply the algebraic techniques learned to problem solving;
- apply consistently the features of a straight line to selected problems;
- functions and inequalities;
- apply methodically non-linear functions to selected areas in the economic sciences;
- calculate and apply exponential and logarithmic functions to selected problems;
- apply concepts of percentage, rates and ratio;
- logically reason problems using the skills that they have learned; and
- reproduce formulas and apply techniques in order to solve economic and financial science-related problems.

Mathematics: Finance and Business 1B

SEMESTER MODULE (MATDCB1)

ONLINE MODULE (MT1BCP1)

NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (MATDCB1)

Subject type: SH

CALCULATION CRITERIA FOR (MT1BCP1)

Subject type: CE

PURPOSE

The purpose of this module is to give students a proper foundation in important mathematical skills needed to pursue studies in accounting, business, finance, and economics. Students are taught various topics in fundamental algebra and graphs with direct applications in the relevant fields.

OUTCOMES

Students should be able to:

- accurately perform time value of money calculations;
- correctly apply the time value of money to problem solving;
- solve methodically, simultaneous equations, and apply them to selected problems in the economic sciences;

- determine by means of linear programming solutions to constrained problems;
- perform and interpret descriptive statistics calculations;
- determine and discuss probability-related problems;
- apply the rules of differentiation logically to selected areas in the financial and economic sciences;
- logically reason problems using the skills that they have learned; and reproduce formulas and apply techniques in order to solve economic and financial science-related problems.

CBE.353 INFORMATICS

Informatics 100

(IFM100)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 12

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide information technology (IT) professionals who can analyse, design, and develop algorithms into programmes demonstrating correctness using a visual computer language such as Visual Basic.

OUTCOMES

Students should be able to:

- solve programming problems using a computer;
- analyse, design and programme algorithms;
- use control structures in algorithms and computer programmes;
- demonstrate the use of arrays and records in computer programmes; and
- demonstrate computer programmes.

CBE.354 INTRODUCTION TO LAW

Introduction to Law 100

(INL100)

YEAR MODULE

NQF LEVEL: 5

NQF CREDITS: 24

This module is presented to students who are studying towards the Chartered Accountancy qualification.

CALCULATION CRITERIA

Subject type: JH

PURPOSE

The purpose of this module is to familiarise a student with the structure of the legal system and the legal framework in which entities operate. A student will be equipped with a general understanding of basic legal concepts relevant to his/her profession.

A student who has successfully completed this module should be equipped to deal with the challenges and difficulties a chartered accountancy student will experience during the module of his/her studies and profession. For this reason, the module comprises three components:

- theory (i.e. weekly lectures and written academic assignments);
- practical exposure (e.g. guest lectures by members of the chartered accountancy profession) and
- skills training (i.e. library orientation and workshops aimed at enhancing study and life skills).

OUTCOMES

Students should be able to:

- demonstrate that he/she is familiar with the structure of the legal system and the legal framework;
- demonstrate a basic understanding of the concept of "law";
- identify the various sources of the South African law;
- demonstrate the necessary knowledge of the history of the South African legal system;

- obtain a basic understanding of the classification of the law – understand the basic tenets of the law of civil procedure, criminal law, and law of evidence;
- understand the general principles of the law of contract; demonstrate a clear understanding of consensus as a requirement for a valid contract; demonstrate a clear understanding of contractual capacity as a requirement for a valid contract; demonstrate a clear understanding of legality and physical possibility as requirements for a valid contract; demonstrate a clear understanding of formalities as a requirement for a valid contract and illustrate basic insight regarding the impact of contracts in everyday life;
- provide basic legal advice regarding the choice of business form, discuss the legal structure of a partnership, company, close corporation, and business trust, and explain the rights and duties of the different role players in the partnership, the company, the close corporation, and the business trust;
- comprehend the importance of the Constitution of 1996 and human rights in the South African context;
- have a basic understanding of legal argument and logic, and know what legal language entails;
- understand the relevance of legal comparison; and
- comprehend basic philosophy.

Introductory Labour Law
SEMESTER MODULE (ILL41A0)
ONLINE MODULE (ILL2CP2)
NQF LEVEL: 5

NQF CREDITS: 12

CALCULATION CRITERIA FOR (ILL41A0)
Subject type: SH

CALCULATION CRITERIA FOR (ILL2CP2)
Subject type: CE

PURPOSE

Upon completion of this module, students will have the basic competence and the basic practical skills that will enable them to apply the substantive law formally in practical situations. A student who has successfully completed this module will have sufficient knowledge to be able to identify and classify basic labour law disputes. The student will gain a general insight into substantive law as contained in common law, individual service contracts, and collective labour law as contained in legislation.

OUTCOMES

Students should be able to:

- identify and solve basic labour law disputes;
- recognise the application of equity legislation in the employment relationship;
- explain the notion of freedom of association in South African labour law;
- recognise and describe the regulation of collective labour relations in South Africa;
- recall the main rights and obligations of the individual employment relationship; and
- list and distinguish the relevant dispute routes and procedures for labour law disputes.

CBE.355 MATHEMATICAL ANALYSIS

Mathematical Analysis B
SEMESTER MODULE
NQF LEVEL: 5

(MAA00B1)

NQF CREDITS: 12

CALCULATION CRITERIA
Subject type: SH

PURPOSE

The purpose of this module is to teach students more advanced mathematical skills needed to pursue future studies in economics and econometrics. Students are taught many topics in calculus and matrix algebra with direct applications in economics and econometrics.

OUTCOMES

Students should be able to:

- calculate arithmetic and geometric sequences, convert sums into summation notation, and evaluate sums;
- apply symmetry to curve-sketching, be familiar with the shapes of the graphs of six basic functions, and to consider translation, reflection, and vertical stretching or shrinking of the graph of a function, and to discuss functions of several variables and to compute function values;
- define and analyse the fundamentals of matrix algebra;
- apply limits and basic continuity;
- apply differentiation theoretically and practically;
- graphically display knowledge of curve-sketching; and
- apply integration.

CBE.356 POLITICS AND INTERNATIONAL RELATIONS

Politics 1A

(POL1AA1/PIR1AA1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module forms part and parcel of the overall programme in Politics, which consists of the following:

- to empower students to contribute towards the maintenance and improvement of the conditions of life of South African society; all students of Politics living in South Africa must be introduced to those debates and events impacting on the country's political future.
- to teach students the art and skills of governance, with a strong focus on:
 - respect for human rights;
 - open and accountable government;
 - defensible security and economic policies;
 - the normative limits in the exercise of power and authority in political orders.
- to educate students to become competent critics and users of social science knowledge claims.
- to teach students how to use the intellectual tools of social science research in acquiring, assessing and applying knowledge in the discipline of Politics.
- to offer knowledge of various theories relating to South African politics.
- to offer insight into how to link theoretical influences with implementation by examining a number of national case studies.
- to offer an understanding of the indicators that can be used to analyse a key event in South African politics.
- to aid students in acquiring cognitive skills in assessing and applying knowledge claims contained inter alia in editorials, research reports, journal articles, literary sources, and government / official documents.
- to help students acquire skills in information retrieval in libraries and high technology information systems.
- to educate students on the art of governance (international, national and local), including
 - how to rule;
 - how to regulate;
 - showing restraint in the exercise of power.

OUTCOMES

Students should be able to:

- define key political concepts;
- discuss critically the democracy debate and applying it to South Africa;
- explain the various views on how democratic systems work in practice;
- explain different theories of the state as well as the many roles of the state;
- discuss the politics of identity;
- explain the functions of political parties by applying these functions to political parties in South Africa;
- explain party systems and, using the theory, evaluate South Africa's party system;
- describe political institutions in the contemporary world;
- compare political institutions in different political systems;
- analyse key issues/events in South African politics by using a framework of indicators (i.e. historical, social,

political, economic and others) that precede the event, are responsible for the event, or are likely to be a consequence of the event;

- add to the existing popular discourse on issues in South African politics;
- compile a short comparative and evaluative essay on a politically relevant topic in contemporary political systems;
- assess the process of governance through political institutions in contemporary political systems.

Politics 1B

(POL1BB1/PIR1BB1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module provides a necessary grounding in the conceptual understanding of the core terms of international relations and international political economy.

The module aims to achieve the following objectives:

- in-depth knowledge of the historical roots of international relations theory and international political economy theory.
- to offer students the intellectual tools to be able to apply the essential qualitative research skills associated with international relations and international political economy.
- to offer a supporting platform upon which students can build their appreciation of the subject material.

Outcomes

Students should be able to:

- explain and apply introductory concepts and theory in IR;
- demonstrate an elementary understanding of the context within which key concepts and theories are applied and cite appropriate practical examples;
- develop sensitivity towards new theoretical and practical insights in IR.

Politics 2A

(POL2AA2/PIR2AA2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module provides a critical introduction to key ideas and concepts in the history of political thought, understood in their historical context and as applicable to our current context in South Africa, Africa and beyond and offers knowledge of a range of arguments and debates in modern political thought and philosophy across a range of thinkers, including Constant, Weber, Fanon, Rawls and Mandela. Deep political thinking will provide the grounding for the second half of the module, where students will develop a set of general conceptual skills for tackling policy problems and providing solutions. The module aims to achieve the following objectives:

- in-depth knowledge of the contexts within which these various thinkers developed their ideas.
- to offer means and techniques of engagement with the content of the central arguments of these texts and ideas.
- to offer the analytical tools for students to apply such knowledge and skills to contemporary political and social problems.
- to offer skills of exegesis and critique of these texts and arguments in comparison with the works of others and in relation to problems and issues in contemporary politics.

OUTCOMES

Students should be able to:

- describe and define the key elements of the various ideas and arguments studied in the module;
- engage critically with these ideas both in terms of the original context and in terms of ethical and practical political relevance for our time and context;
- outline and critically evaluate the main arguments and ideas of one of the theories and theorists;
- analyse critically the various arguments in terms of the practical application to contemporary politics;
- analyse critically the various arguments in terms of their utility in enhancing political judgement;
- explain how the government addresses policy problems and the various stages of the decision-making process;
- identify the socio-economic and political conditions of a country that determine or shape particular policies;
- demonstrate the ability to use select policy analysis tools to compare the consequences of proposed policy options for public problems, and make an appraisal of the various likely outputs;
- produce a real public problem 'policy memo' on a short research they would have conducted.

Politics 2B

(POL2BB2/PIR2BB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module provides an in-depth study of the major theories of International Relations (IR) and introduces students to Peace and Security Studies as a sub-field of IR.

The module aims to achieve the following objectives:

- to ground students in classical and critical theories of IR.
- to expose students to a variety of conceptual, theoretical and analytical approaches and perspectives in the study of global peace and security issues.
- to provide an overview and critique of African and global peace and security institutions.

OUTCOMES

Students should be able to:

- demonstrate a critical understanding of the key ideas, assumptions and arguments of major IR theories;
- apply IR theories to explain and interpret international affairs, including peace and security issues;
- engage critically with the central debates within international relations in respect of peace and security issues; and
- evaluate critically the role of African and global peace and security institutions.

Politics 3A

(POL3AA3/PIR3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module provides a critical introduction to key ideas and concepts in the methods used in the academic study of the field of Politics and International Relations. This knowledge is essential in both the understanding of politics and in understanding its dynamic interaction with society. This knowledge is an important grounding not only for postgraduate work but also for the workplace, where the formulation, adoption, implementation and evaluation of public policy in the policymaking process. The comparative politics part of the module examines the interaction of national and external dynamics on the politics of a given system, country, state, or region and applies various comparative methods to examine variations of government structures and behaviour across four different regions of the world: Africa, the Americas, Asia, and the Middle East.

Practicals are related directly to the subject matter investigated in this module and offer a necessary platform in which students can experience the practical application of the theory.

The module aims at achieving the following objectives:

- in-depth knowledge of the historical context of the Positivist and Post-positivist methods used in Politics and International Relations.
- to offer an understanding of the relationship of Politics to cognate disciplines.
- to offer the analytical tools for students to apply qualitative and quantitative methods to real-world examples.

OUTCOMES

Students should be able to:

- understand and explain the place of Politics and International Relations in the Social Sciences;
- describe and define the key elements of the various ideas and arguments studied in the module;
- show a capacity to differentiate between qualitative and quantitative methods;
- engage critically with these ideas both in terms of the original context and in terms of the practical relevance in the field of politics;
- show capacity to differentiate between Positivist and Post-positivist methods of research;
- outline and critically evaluate the two main approaches in an essay of around 2 500 words;
- explain the importance of method in the Social Sciences, especially in Politics and International Relations;
- apply a range of comparative methods in political analysis and select important variables for the chosen theme;
- define and differentiate between and amongst key political concepts and track their application across the globe;
- design comparative studies (select cases) and compare political phenomena (themes/variables) within and across countries;
- explain the variations in structuring of the nation-state and identify contemporary polarising and crosscutting challenges (cleavages), and how different states respond to and manage these internal pressures.

Politics 3B
SEMESTER MODULE
NQF LEVEL: 7

(POL3BB3/PIR3BB3)

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: CE

PURPOSE

This module provides an important examination of the theory and practice of foreign policy in the African context.

The module aims at achieving the following objectives:

- to offer knowledge of various theories of foreign policy-making as well as the instruments and actors that influence the choices made by foreign policy practitioners.
- to offer and develop the critical analysis needed to identify and explain the courses of action taken by states in international relations.
- to offer insight into how to link theoretical influences with implementation by examining a number of case studies and the practice of diplomacy in general.
- to offer an understanding of the major foreign policy agendas of respective African governments.

OUTCOMES

Students should be able to:

- explain and apply key concepts and theory in Foreign Policy Analysis;
- demonstrate a solid understanding of the context within which key concepts and theories regarding FPA are applied;
- cite appropriate practical examples, and apply in case studies; and
- develop sensitivity towards new theoretical and practical insights in FPA.

CBE.357 PSYCHOLOGY

Psychology 1A

(PSY1AA1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to introduce students to the fundamentals of psychology. The module is aimed at providing students with a broad theoretical foundation for further studies in psychology. To this end, students, encounter topics that encompass three interrelated explanatory approaches, namely biological, e.g. the role of the brain in human behaviour; psychological, e.g. cognition, motivation, and emotion; and environmental explanations, e.g. socio-cultural influences.

OUTCOMES

Students should be able to:

- explain the nature and origins of psychology and critically differentiate between the
- major perspectives associated with the field of psychology;
- describe the nature of scientific psychology, including ethical issues, and be able to differentiate between major research strategies;
- discuss the role of biological factors in human functioning;
- describe the processes of sensation and perception, and evaluate the role of these
- processes in everyday functioning; and
- differentiate between various states of consciousness and the implications of these states for human functioning.

Psychology 1B

(PSY1BB1)

SEMESTER MODULE

NQF LEVEL: 6

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to introduce students to major fields in psychology. The module is aimed at providing students with an introduction to four defining fields in contemporary psychology, namely developmental psychology, personality psychology, and social psychology. Familiarity with the major concepts and issues related to each of these fields should enable students to engage with these fields on an advanced level in further studies.

OUTCOMES

Students should be able to:

- explain and critically evaluate various issues, theories, and concepts in Developmental Psychology;
- explain and critically evaluate various issues, theories, and concepts in Personality Psychology; and
- explain and critically evaluate various issues, theories, and concepts in Social Psychology.

Psychology 2A (Developmental Psychology)

(PSY2AA2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to introduce the basic principles of human development, which helps the psychology student to conceptualise and understand the ever-changing human being from conception to death. This conceptualisation and understanding are useful in everyday life (enhances understanding of e.g. family members, friends, and work colleagues of different ages) and imperative for the psychologist-to-be.

OUTCOMES

Students should be able to:

- critically discuss and describe different theories of human development;
- describe prenatal development, the process of birth, and relevant developmental factors pertaining to the newborn;
- discuss the relevant developmental processes pertaining to the infant's readiness for life and refer to changes in the infant's sensory capabilities;
- discuss physical development by referring to relevant changes in the brain, motor skills, and sexual development;
- describe Piaget and Vygotsky's theories of cognitive development;
- explain cognitive development by comparing it to the information processing perspective;
- discuss the emotional development, temperament, and attachment formation as it occurs in the infant;
- explain the development of the self as well as the process of becoming socially aware;
- discuss the development of aggression, altruism, and morality; and
- list and explain relevant factors pertaining to the family that impact on development.

Psychology 2C (Social Psychology)

(PSY2CA2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to:

- provide an intermediate to advanced understanding of the scope and aims of social psychology, as well as its position within the larger discipline of scientific psychology;
- provide an intermediate to advanced understanding and comprehension of key social psychology topic areas, as well as the empirical basis that underlies them;
- provide an intermediate to advanced ability to distinguish between social psychology research areas and contrast its methods of research to those used in other sub-disciplines in psychology;
- provide an introduction to the application of selected empirical methods to answer current scientific questions within the discipline of social psychology; and
- provide an introduction to the application of social psychology research to real-world social interactions, and current psychosocial problems in South Africa.

OUTCOMES

Students should be able to:

- describe the differences between social psychological research methodology and that of other sub-disciplines within psychology by citing appropriate examples from the empirical literature;
- demonstrate a complex understanding of key theories with supporting evidence in selected topic areas within social psychology in formal assessments and formative exercises; and
- apply social psychological theory and data to real-world issues and social problems.

Psychology 2D (Positive Psychology)

(PSY2DB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with knowledge on the basic theory and concepts of the emerging field of positive psychology. Some of these concepts include: positive emotions, happiness, signature strengths, flow and creativity, psychological well-being, optimism, hope, wisdom, forgiveness, altruism, spirituality, meaning, and purpose in life.

OUTCOMES

Students should be able to:

- distinguish between the principles of positive psychology and other theoretical principles of psychology;
- identify and describe the core concepts of positive psychology;
- reflect on the application of one or more concepts of positive psychology to their own lives; and
- know research that supports the principles, strategies, and skills of positive psychology.

Psychology 2H (Personality Psychology 2H)

(PSY2HB2)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 16

CALCULATION CRITERIA

Subject type: SH

PURPOSE

Students will be required to complete several continuous formative assessments, which will contribute to their semester mark. Students will also be allowed to complete up to three formative assessments (but no fewer than two), and their two best marks will be considered when calculating the final semester mark.

OUTCOMES

Upon completion of this module, students should be able to critically:

- evaluate the concept of personality and core issues related to personality;
- discuss Freudian theory and research related to concepts in this theory;
- discuss Neo-Freudian theory and research related to concepts in this theory;
- discuss Trait theory and research related to concepts in this theory;
- discuss the Biological personality theory and research related to concepts in this theory;
- discuss Humanistic theory and research related to concepts in this theory;
- discuss the Behavioural/Social Learning theory and research related to concepts in this theory; and
- discuss cognitive personality theory and research related to concepts in this theory.

Psychology 3A (Research Psychology)

(PSY3AA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to introduce students to advanced research design in the behavioural sciences; develop an understanding of the practical applications of specific research design; familiarise students with the description and manipulation of data using data analysis software; and develop students' skills in interpreting and analysing both descriptive and inferential statistics.

OUTCOMES

Students should be able to:

- differentiate between different experimental and non-experimental designs;
- understand the varieties of experimental research design and analyses by using relevant case studies; and
- understand the varieties of non-experimental research designs and analyses by using relevant case studies.

Psychology 3D (Psychopathology)

(PSY3DB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to expose students to a multidimensional approach to understanding psychopathology. This model is aimed at exposing students to the historical context of understanding psychopathology as well as current approaches, including assessment and diagnostic criteria. Students will be introduced to a scope of categories of psychological disorders, with an emphasis on conceptualisations of multiple causality.

OUTCOMES

Students should be able to:

- apply a multidimensional approach to understanding psychopathology;
- critically discuss the historical approaches to understanding psychopathology;
- explain current approaches, including assessment, diagnostic practices, and treatment modalities;
- describe the clinical picture of major psychological disorder categories;
- differentiate between the major psychological disorder categories;
- explain the multi-dimensional aetiological contributions to the development and presentation of psychological disorders; and
- critically discuss current trends in the understanding of psychopathology.

Psychology 3E (Community Psychology)

(PSY3EA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to provide students with a broad understanding of what community psychology entails and the importance of context in working in South African communities. Focus on the different theories in community psychology. On completion of this module, students will have knowledge about the theories and contextual issues in community psychology and be able to apply this knowledge in the broad discipline of psychology.

OUTCOMES

Students should be able to:

- situate basic theoretical principles in community psychology;
- demonstrate the different understanding of the term “community” from their own communities;
- analyse the three different models (mental health model; social action model; social community approach) in community psychology;
- evaluate and apply the concept of empowerment and “prevention” in a South African context;
- reflect on the role of the community psychologist as a consultant within the South African context;
- apply skills of research and intervention in a community project in their respective communities; and
- evaluate the effectiveness of the module.

Psychology 3F (Psychotherapy: Theory and Models)

(PSY3FB3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of the module is to expose students to a comparative analysis of various psychotherapy systems by introducing students to a number of the older and newer models of psychotherapy within the contexts of the psychological theories that inform them. Students will encounter concepts pertaining to the basic change processes that underlie contemporary systems of psychotherapy, as well as a means to compare and evaluate their relative efficacies in offering treatments to specific clients/patients with specific presenting problems. The module aims to equip students with the ability to discuss a trans theoretical analysis of various psychotherapy systems.

OUTCOMES

Students should be able to:

- define and discuss psychotherapy as a mental health field;
- explain the role of theory in the practice of psychotherapy;
- discuss the theories of personality, psychopathology, and psychotherapy for various schools of thought;
- describe the implications for psychotherapy that the theoretical underpinnings of various psychological schools of thought hold for their treatment practices;
- identify and discuss the content and the change processes of psychotherapy;
- differentiate between the common and approach-specific factors across psychotherapeutic models;
- critically evaluate the effectiveness of the psychotherapeutic systems and criticisms levelled against each model; and
- describe the combination of independent psychotherapeutic models into integrative and eclectic approaches.

Psychology 3G (Cognitive Psychology)

(PSY3GA3)

SEMESTER MODULE

NQF LEVEL: 7

NQF CREDITS: 22

CALCULATION CRITERIA

Subject type: SH

PURPOSE

The purpose of this module is to expose students to one of the most important and influential subdisciplines within scientific psychology, cognitive psychology, and to train them in the most important methodological approaches in investigating cognitive processes in human and non-human animals. Topics that will be discussed and studied include: Attentional and perceptual processes, memory systems, representation and organisation of knowledge and information, language, reasoning and problem-solving, cognitive neuroscience, and artificial intelligence.

OUTCOMES

Students should be able to:

- list and explicate the basic tenets of cognitive psychology and its underlying philosophy;
- explain the nature of research methods employed within cognitive psychological research using relevant examples of empirical research;
- describe the major subfields within cognitive psychology by defining and explaining key concepts within each of the module's units in both formal and formative assessments;
- demonstrate competence in the use of cognitive psychological theory within the larger psychological discipline; and
- explain the relevance of cognitive psychological theory and apply it to real-world examples.

SECTION O: QUALIFICATION STATUS - CURRENT PHASED OUT

UNDERGRADUATE QUALIFICATIONS PHASED OUT OR PHASING OUT IN THE COLLEGE OF BUSINESS AND ECONOMICS, AND THE LAST DATE OF OFFERING

CBE.358 QUALIFICATION STATUS – CURRENT AND PHASING OUT

NOTE: All the shaded qualifications are currently being offered

Qualification Code	Qualification Name	Last first year intake	Last Year to complete
EXTENDED DIPLOMAS			
D1HRME	Dip in Human Resources Management	2021	2026
D1LOGE	Diploma in Logistics	2024	2028
D34LEQ	Dip in Logistics	2025	Current
D34PEQ	Dip in People Management	2022	Current
D34SEQ	Dip in Small Business Management	2025	Current
D34SBQ	Dip in Small Business Management	2017	2029
D1TRME	Dip in Transportation Management	2024	2028
D34TEQ	Dip in Transportation Management	2025	Current
NDHE01	ND: Human Resources Management	2010	2015
NDHE02	ND: Human Resources Management	2012	2017
NDHE03	ND: Human Resources Management	2016	2021
NDLE01	ND: Logistics	2010	2015
NDLE02	ND: Logistics	2012	2017
NDLE03	ND: Logistics	2014	2019
NDLE04	ND: Logistics	2016	2021
NDME01	ND: Management	2010	2015
NDME02	ND: Management	2012	2017
NDME03	ND: Management	2013	2018
NDME04	ND: Management	2016	2021
NDNE01	ND: Small Business Management	2010	2015
NDNE02	ND: Small Business Management	2012	2017
NDNE03	ND: Small Business Management	2016	2021
NDTE02	ND: Transportation Management	2012	2017
NDTE03	ND: Transportation Management	2014	2019
NDTE04	ND: Transportation Management	2016	2021
DIPLOMAS			
DIP303	Dip in Accounting	2012	2016
D3A13Q	Dip in Accountancy	2014	2018
D3A15Q	Dip in Accountancy	2015	Current
DIP301	Dip in Banking	2014	2018
DI1401	Dip in Business Information Technology	2011	Current
DIP302	Dip in Credit Management	2014	2018
DIP304	Dip in Financial Information Systems	2013	2017
D3F15Q	Dip in Financial Services Operations	2018	2022
D34F9Q	Dip in Financial Services Operations	2019	Current
D1FBOQ	Dip in Food and Beverage Operations	2021	2025
D34FBQ	Dip in Food and Beverage Operations	2022	Current

D1HOMQ	Dip in Hospitality Management	2018	2022
D1HRMQ	Dip in Human Resources Management	2021	2025
D1LOGQ	Dip in Logistics	2024	2027
D34LGQ	Dip in Logistics	2025	Current
D1MKTQ	Dip in Marketing	2023	Current
D34P2Q	Dip in People Management	2022	Current
D34RMQ	Dip Retail Business Management	Current	2024
D1RBMQ	Dip Retail Business Management	2017	2024
D34SBQ	Dip in Small Business Management	2025	Current
D1SBMQ	Dip in Small Business Management	2017	2028
D1TOUQ	Dip in Tourism Management	2021	2025
D34TMQ	Dip in Tourism Management	2022	Current
D1TRMQ	Dip in Transportation Management	2024	Current
D34TRQ	Dip in Transportation Management	Current	2028
ND303	ND: Accounting	2010	2014
ND301	ND: Banking	2010	2014
ND302	ND: Credit Management	2010	2014
ND304	ND: Financial Information Systems	2010	2014
ND1415	ND: Hospitality Management	2016	2020
398 – 1	ND: Human Resources Management	2010	2014
ND1416	ND: Human Resources Management	2016	2020
ND1409	ND: Logistics	2011	2015
ND1419	ND: Logistics	2014	2018
ND1429	ND: Logistics	2016	2020
ND1410	ND: Management	2010	2014
ND1418	ND: Management	2013	2017
ND1425	ND: Management	2016	2020
ND1414	ND: Marketing	2010	2014
ND1424	ND: Marketing	2013	2017
ND1427	ND: Marketing	2016	2020
ND1404	ND: Retail Business Management	2011	2015
ND1421	ND: Retail Business Management	2013	2017
ND1428	ND: Retail Business Management	2016	2020
ND1406	ND: Small Business Management	2010	2014
ND1417	ND: Small Business Management	2016	2020
446-3	ND: Tourism Management	2015	2019
ND1431	ND: Tourism Management	2016	2020
ND1408	ND: Transportation Management	2011	2015
ND1420	ND: Transportation Management	2014	2018
ND1430	ND: Transportation Management	2016	2020
ADVANCED DIPLOMAS			
A1BITQ	Advanced Diploma in Business Information Technology	2016	Current
A34BMQ	Advanced Diploma in Business Management	2020	Current
ADIE01	Advanced Diploma in Economics	2017	2018
A3F15Q	Advanced Diploma in Financial Markets	2016	2016
A3F17Q	Advanced Diploma in Financial Markets	2017	Current
A34FMP	Advanced Diploma in Financial Markets (Fully Online)	2020	Current
A34HMQ	Advanced Diploma in Hospitality Management	2020	Current

A34LGQ	Advanced Diploma in Logistics (Fully Online)	2019	Current
A34MGQ	Advanced Diploma in Management	2019	Current
A34MMQ	Advanced Diploma in Marketing Management	2021	Current
A34PPQ	Advanced Diploma in People Performance Management	2020	Current
A34PPP	Advanced Diploma in People Performance Management	2020	Phase out 2025
ADPVM1	Advanced Diploma in Property Valuation and Management	2013	2021
A1DRTQ	Advanced Diploma in Retailing	2015	2017
A1DREQ	Advanced Diploma in Retailing	2020	Current
A34RAO	Advanced Diploma in Real Estate Management (Fully Online)	2019	Current
A34TRQ	Advanced Diploma in Tourism Management	2020	Current
A34TMQ	Advanced Diploma in Transportation Management	2019	Current
A34TRP	Advanced Diploma in Transportation Management (Fully Online)	2019	Current
EXTENDED DEGREES			
BCOE13	BCom (Accounting)	2011	2016
BCGE12	BCom (Accounting)	2013	2018
BCGE14	BCom (Accounting)	2016	2021
B34A5Q	BCom (Accounting)	2025	Current
B34AEQ	BCom (Accounting)	2025	Current
B1CBME	BCom (Business Management)	2017	2022
B1CB2E	BCom (Business Management)	2018	2023
B34BEQ	Bachelor of Commerce in Business Management	2019	Current
B3NE3Q	Bachelor of Commerce in Economics and Econometrics	2013	2018
BCOE68	BCom (Economics and Econometrics)	2010	2015
BCOE69	BCom (Economics and Econometrics)	2011	2016
BCEE12	BCom (Economics and Econometrics)	2013	2018
B3NE4Q	BCom (Economics and Econometrics)	2014	Current
BCOE50	BCom (Finance)	2011	2016
BCFE12	BCom (Finance)	2012	2018
BCFE14	BCom (Finance)	2014	2021
B34FEQ	BCom (Finance)	2025	Current
B3FE5Q	BCom (Finance)	2025	Current
B34FEQ	Bachelor of Commerce in Finance	2025	Current
BCE141	BCom (General)	2014	2019
BCE142	BCom (General)	2016	2021
BCOE49	BCom (General)	2011	2016
B34HMQ	Bachelor of Hospitality Management	2021	2025
B34HOQ	Bachelor of Hospitality Management	2022	2024
B34HNQ	Bachelor of Hospitality Management	2024	Current
DEGREES			
B34HMQ	Bachelor of Hospitality Management	2021	2025
B34HOQ	Bachelor of Hospitality Management	2022	2024
BA1401	BA (Human Resource Management)	2010	2015
BA1405	BA (Human Resource Management)	2018	2022
BA1421	BA (Human Resource Management)	2011	2015
BA1402	BA (Information Management)	2010	2014
BA1403	BA (Information Management)	2011	2015
BA1406	BA (Information Management)	2012	2016
B1AIMQ	BA (Information Management)	2015	2020

BA0063	BA (Public Management and Governance)	2010	2014
BA0066	BA (Public Management and Governance)	2010	2014
BA0073	BA (Public Management and Governance)	2011	2015
BA0075	BA (Public Management and Governance)	2013	2017
BA0093	BA (Public Management and Governance)	2013	2017
BA1408	BA (Public Management and Governance)	2015	2019
BA1409	BA (Public Management and Governance)	2015	2019
BA1411	BA (Public Management and Governance)	2016	2020
BA1412	BA (Public Management and Governance)	2016	2020
B1APKQ	Bachelor of Arts in Public Management and Governance (APK)	2018	2022
B34PKQ	Bachelor of Arts in Public Management and Governance (APK)	2019	Current
B1APSQ	Bachelor of Arts in Public Management and Governance (SWC)	2018	2022
B34PSQ	Bachelor of Arts in Public Management and Governance (SWC)	2019	Current
BA1404	BA (Tourism Development)	2015	2019
BA1410	BA (Tourism Development)	2018	2022
B34TMQ	Bachelor of Tourism Development and Management	2021	2025
B34TDQ	Bachelor of Tourism Development and Management	2024	Current
B34TOQ	Bachelor of Tourism Development and Management	2022	2026
BCO113	BCom (Accounting)	2011	2015
BCG012	BCom (Accounting)	2013	2017
BCG014	BCom (Accounting)	2016	2020
BCA012	Bachelor of Accounting	2012	Current
B1CBSQ	BCom (Business Management)	2017	2021
B1CB2Q	BCom in (Business Management)	2018	2022
B34BMQ	Bachelor of Commerce (Business Management)	2019	Current
BCO068	BCom (Economics and Econometrics)	2010	2014
BCO069	BCom (Economics and Econometrics)	2011	2015
BCE012	BCom (Economics and Econometrics)	2012	2016
B3N13Q	BCom (Economics and Econometrics)	2013	2017
B3N14Q	Bachelor of Commerce in Economics and Econometrics	2014	Current
BCO062	BCom (Entrepreneurial Management)	2010	2014
BCO063	BCom (Entrepreneurial Management)	2011	2015
BC1405	BCom (Entrepreneurial Management)	2012	2016
BC1411	BCom (Entrepreneurial Management)	2014	2018
BC1413	BCom (Entrepreneurial Management)	2016	2020
B1CEMQ	Bachelor of Commerce in Entrepreneurial Management	2017	Current
BCO050	BCom (Finance)	2011	2015
BCF012	BCom (Finance)	2013	2017
BCF014	BCom (Finance)	2016	2020
B3F17Q	BCom (Finance)	2017	2028
B34F5Q	BCom (Finance)	2025	Current
BCO049	BCom (General)	2011	2015
BC1401	BCom (General)	2013	2017
BC1414	BCom (General)	2016	2020
BCO060	BCom (Human Resource Management)	2010	2014
BCO065	BCom (Human Resource Management)	2011	2015
BC1402	BCom (Human Resource Management)	2018	2022
B34HRQ	Bachelor of Human Resource Management	2019	Current
B34HRP	Bachelor of Human Resource Management (Fully online)	2019	Current
BCO043	BCom (Information Management)	2011	2015

BC1404	BCom (Information Management)	2012	2016
B1CIMQ	BCom (Information Management)	2014	2018
B1CIM2	BCom (Information Management)	2015	2019
B34IMQ	Bachelor of Commerce in Information Management	2023	Current
B1CISQ	Bachelor of Commerce in Information Systems	2016	Current
BCO035	BCom (Logistics Management)	2011	2015
BC1407	BCom (Logistics Management)	2012	2016
B1CLMQ	BCom (Logistics Management)	2017	2021
B1CL2Q	Bachelor of Commerce in Logistics Management	2020	2024
BCO035	BCom (Logistics Management)	2011	2015
BCO066	BCom (Marketing Management)	2011	2015
BC1408	BCom (Marketing Management)	2012	2016
BC1410	BCom (Marketing Management)	2016	2020
B1CMMQ	Bachelor of Commerce in Marketing Management	2017	Current
BCO061	BCom (Industrial Psychology)	2011	2015
B1CIPQ	BCom (Industrial Psychology)	2018	2022
B34IPQ	BCom (Industrial Psychology)	2019	Current
BCO044	BCom (IT Management)	2010	2014
BCO064	BCom (IT Management)	2011	2015
BC1406	BCom (IT Management)	2013	2017
BC1412	BCom (IT Management)	2015	2019
BCO014	BCom (Transport)	2011	2015
BC1409	BCom (Transport)	2012	2016
B1CTMQ	BCom (Transport Economics)	2013	2017
B1CT2Q	BCom (Transport Economics)	2015	2019
B34TLQ	BCom (Transport and Logistics Management)	2021	Current
B TECH DEGREES			
404-1	BTECH: Business Administration	2019	2021
BT1405	BTECH: Hospitality Management	2019	2021
611-1	BTECH: Human Resource Management	2019	2021
BT1402	BTECH: IT (IS and Technology Management)	2016	2017
BT1406	BTECH: IT (IS and Technology Management)	2016	2017
421-2	BTECH: Logistics	2018	2019
BT1408	BTECH: Marketing	2019	2021
BT1410	BTECH: Tourism Management	2019	2021
449-1F	BTECH: Transportation Management	2018	2019