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HERALDIC DESCRIPTION

- Arms : Gyronny of twelve argent and azure, at nombril point, on a bezant, a pall sable.
- Crest : A fish eagle displayed proper.
- Wreath and Mantling : Argent and azure.
- Motto : Diligentia Cresco

SYMBOLISM

The coat of arms, the golden disc, divided into three symbolises the physical, intellectual and spiritual aspects of humankind. The blue and white rays represent the knowledge and learning radiated by the University. The black and red helmet is associated with courtesy while the fish eagle conveys the idea of alertness. The motto, by diligence I grow, serves as an inspiration to both students and staff members.

VISION

A leading comprehensive university providing quality education.

MISSION

To provide globally competitive graduates, relevant for the human capital needs of the country, by providing quality education which upholds high standards of research and academic excellence.

The Richards Bay Campus of the University of Zululand is situated about 172 km north of Durban, off the N2 national road on the KwaZulu-Natal North Coast. This campus is a day campus.

CONTACT DETAILS

Secretary/PA : (035) 9026921
Reception : (035) 9026950
Administration : (035) 9026958/6989
Admissions : (035) 9026923
Student Admin : (035) 9026924/6977
Examinations : (035) 9026922
Library : (035) 9026918
Protective Services : (035) 9026940/6955
Clinic : (035) 9026956/6908
ICT : (035) 9026854

Finance : (035) 9026954

Web Address : www.unizulu.ac.za

Correspondence & enquiries : Prospective students must note that all correspondence and enquiries are to be addressed to:
The Registrar, University of Zululand, Private Bag X1001,
KwaDlangezwa, 3886

Physical address : 2 Cent Circle, Arboretum, Richards Bay, 3900

Postal address : Private Bag X1041, Richards Bay, 3900

Banking details : ABSA Bank, Empangeni
Branch Code: 632005
Acc. No. 1880000051 (**for payment of fees**)
Acc. No. 1880000035 (**for all other payments**)
Use **student number** as reference

ADMINISTRATIVE AND SECRETARIAL SERVICES

| | | |
|--|---|---|
| Executive Director | : | Dr M A Makhafa, BSc.Hons (Manchester Polytechnic), MSc (The Manchester Metropolitan University), PhD (University of Pretoria) |
| Secretary/PA | : | Mrs X P Khumalo, NDip. Management Assistant (Umfolozi College) Cert. Office Management (UNISA) |
| Manager: Student Admin | : | Mrs K Adlam, Sec. Cert (TechNatal), Dip Com Prac (TSA), BA (Hons) Indus Psych (UNIZULU) |
| Administration Officer | : | Mrs N P Cele, BA(Hons)(UNIZULU) HRM Cert (UNISA) |
| Administrative Officer (Admissions) | : | Mr E S Radebe, BCom Economics (UNIZULU) |
| Senior Administrative Officer: (Examinations) | : | Miss D N Ngcemu, BCom Economics (UNIZULU) |
| Office Administrator (Student Admin.) | : | Mrs V Munian, Programme in Reception Year Teaching (UNISA), BEd. (UNISA) |
| Administrative Secretary | : | Miss K S S Gumede, Cert. in Financial Management (Umfolozi College) |
| Receptionist | : | Vacant |
| Deputy Director PSD | : | Mr R M Lukhele, Dip (Risk Management), Dip (Safety Management) (Oxbridge) Dip (Security Management) (Damelin) NCert. (Crime Investigation)(UNISA) |
| Protective Services Officer | : | Miss S N Mkhwanazi |
| Finance Admin. Assistant | : | Mrs P W Mafundityala, NDip Credit Mngmt (TUT) |
| Library Assistant | : | Mrs S P Makhunga, B.Tech: Library and Information Science (DUT) Mr L Jiyane, B. Library and Information Science (UNIZULU) |
| ICT Technician | : | Mr S Mazibuko, Dip (Com), HDip (Community Organisation), BA (Correctional Studies)(UNIZULU) Certificates (Quality Service at Customer)(DEAL), (COBIT®5) (APMG), (ITIL Foundation)(APMG) Certs (Project Management), (Information Systems Management), |

(Information Systems Management), (Fundamentals of Cybersecurity), (Fundamentals of Cybersecurity)(UCT)

Clinic : Mrs Z Ngwenya, BCur (UNIZULU), Nursing Management (UKZN), Primary Health Care (UKZN) Dispensing Licence

Mr T G Gumede Dip (Gen. Nursing)(Ngwelezane Hospital), Dip (Community Nursing), Dip (Midwifery)(UNIZULU) Dip (Nursing Management, Primary Health Care & Family Care), Cert (HIV/AIDS Management)(UKZN)

Student Housing : Mr M Mthlane, BTech Marketing (DUT)

RULES AND REGULATIONS

The rules and regulations of the Faculty of Arts, Faculty of Commerce, Administration & Law and the Faculty of Science & Agriculture are contained in the respective faculties' prospectus and apply *mutatis mutandis* to programmes offered at the Richards Bay Campus.

APPLICATION REQUIREMENTS

All applications must quote a Central Admissions Office (CAO) reference.

Registration is **provisional** until all registration requirements are met to the satisfaction of the offices of the Registrar and the Executive Dean.

ENTRY REQUIREMENTS

| Programme Code | NSC Points (excl. LO) | Programme | Duration | Minimum entry requirements (NSC = National Senior Certificate FAL = First Additional Language) |
|-----------------------|------------------------------|--|-----------------|---|
| ZU-R-AC2 | 22 | Higher Certificate in Accountancy 2AHCR1 | 1 year | NSC with English 3; Maths Lit. 4 OR Maths 3 |
| ZU-R-CO3 | 24 | Diploma in Management of Co-Operatives 2CODP1 | 3 years | NSC with Diploma endorsement; Maths Lit. 4 OR Math 3 and English 3 |
| ZU-R-LM3 | 24 | Diploma in Logistics Management 2BLM01 | 3 years | NSC with Diploma endorsement; Maths 3 OR Maths Lit 4; English 3/FAL 3 |
| ZU-R-TP3 | 24 | Diploma in Transport Management 2BTM01 | 3 years | NSC with Diploma endorsement; Maths 3 OR Maths Lit 4; English 3/FAL 3 |
| ZU-R-PR3 | 24 | Diploma in Public Relations Management 1CPDP1 | 3 years | NSC with Diploma endorsement and level 4 (50%) in four recognised NSC 24 credit subjects. This must include an achievement rating of 4 (50%) in Life Orientation and English as a FAL or Home Language |
| ZU-R-MD3 | 24 | Diploma in Media Studies 1CMDP1 | 3 years | NSC with Diploma endorsement, Level 4 or "D" symbol (HG) for English and at least level 4 in any four recognised NSC subjects or National Vocational Certificate (NVC) |
| ZU-R-TMI | 24 | Diploma in Tourism Management IDPTM1 | 3 years | NSC with Diploma endorsement; Level 4 or "D" symbol,(HG) for English, at least level 4 in any four recognized NSC subjects. Alternatively, a Higher Certificate or Advanced Certificate in a cognate field. |
| ZU-R-DFI | 26 | Diploma in Sport & Exercise Technology 4NDP01 | 3 years | NSC with Diploma endorsement, Level 3 in four recognised NSC 26-credit subjects and Level 4 for English as a FAL or Home language |
| ZU-R-DHM | 26 | Diploma in Hospitality Management 4DIP02 | 3 years | NSC with Diploma endorsement and Level 4 for English as a FAL or level 4 for English as a Home Language |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|----------------------------|------------------|------------------|-----------------|-----------|-----------------------------------|
| SEMESTER 1 | | | | | |
| Communication Studies 1 | ACCS111 | 1CCS111 | 15 | 7 | Equivalent to ACOM111/ 1COM111 |
| Corporate Communication | ACCC111 | 1CCC111 | 15 | 6 | Equivalent to ACOM122/ 1COM122 |
| Digital Communication 1 | ACOM151 | 1COM151 | 15 | 5 | None |
| Communication Skills 1 | ACOM141 | 1COM141 | 15 | 5 | None |
| UNIZULU101 | AZUL100 | UZUL100 | 16 | 5 | None |
| SEMESTER 2 | | | | | |
| Communication Skills 2 | ACOM182 | 1COM182 | 15 | 5 | None |
| Public Relations 1B | ACOM132 | 1COM132 | 15 | 7 | None |
| Journalism Skills 1 | ACJS112 | 1CJS112 | 15 | 6 | None |
| Marketing & Advertising 1C | ACOM172 | 1COM172 | 15 | 5 | Equivalent to ACOM121 |
| UNIZULU 101 | UZUL100 | UZUL100 | 16 | 5 | None |
| TOTAL | | | 126 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|----------------------------------|------------------|------------------|-----------------|-----------|--------------------------------|
| SEMESTER 1 | | | | | |
| Journalism Skills 2 | ACJS211 | 1CJS211 | 15 | 6 | ACJS112 /1CJS112 |
| Communication Research | ACOM291 | 1COM291 | 15 | 6 | None |
| Marketing & Advertising 2A | ACOM241 | 1COM241 | 15 | 6 | ACOM172/ 1COM172 |
| Communication Studies 2 | ACCS211 | 1CCS211 | 15 | 7 | ACCS111, Equivalent to ACOM211 |
| SEMESTER 2 | | | | | |
| Communication Research Methods A | ACOM262 | 1COM262 | 15 | 6 | None |
| Public Relations Ethics | APHS112 | 1PHS112 | 15 | 6 | Equivalent to APHI132 |
| Public Relations 2B | ACOM222 | 1COM222 | 15 | 7 | ACOM132/ 1COM132 |
| Law For Public Relations | ACOM142 | 1COM142 | 15 | 6 | Equivalent to ACOM251 |
| TOTAL | | | 120 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|--------------------------|------------------|------------------|-----------------|-----------|---|
| SEMESTER 1 | | | | | |
| Media Studies 1B | ACOM221 | 1COM221 | 15 | 6 | None |
| Communication Studies 3 | ACCS311 | 1CCS311 | 15 | 7 | 1CCS211/ACCS211, Equivalent to 1COM311/ACOM311 |
| HIV & Aids Literacy | AHIV111 | 1HIV111 | 15 | 5 | None |
| Public Relations 3A | ACOM331 | 1COM331 | 15 | 7 | 1COM222/ACOM222 |
| Semester 2 | | | | | |
| Experiential Learning 1A | ACOM332 | 1COM332 | 60 | 6 | 1COM182, 1CJS112, 1COM132, 1COM172, 1PHS112, ACOM222, ACOM262, 1COM142 |
| TOTAL | | | | | |

Diploma in Public Relations Management

MODULE DESCRIPTIONS

| YEAR 1 | | |
|---------------------|--------------------------|---|
| SEMESTER 1 | | |
| MODULE CODE | MODULE NAME | MODULE DESCRIPTION |
| 1COM141/ ACOM141 | Communication Skills 1 | The purpose of this module is to guide the student or learner towards becoming an effective communicator where communication refers to all the four communication skills: speaking, writing, listening and reading. |
| 1COM151/ ACOM151 | Digital Communications 1 | The purpose of this module is to provide students with an understanding of basic electronic communication methods. |

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| 1CCC111/ ACCC111 | Corporate Communication 1 | The purpose of this module is to set activities involved in managing and co-ordinating all internal and external communications aimed at creating a favourable point-of-view among stakeholders on which the company depends. These are the messages issued by a corporate organization, body or institute to its audience (for example employees, media, channel partners or the general public). Learners will be able to understand an organisation's aim to communicate the same message to all its stakeholders as well as to transmit coherence, credibility and ethics. The module provides the learner with the relevant skills to help corporates explain their mission, combine their many visions and values into a cohesive message to stakeholders as well as establish brand communication for market space. |
| 1CCS111/ ACCS111 | Communication Studies 1 | The purpose of this module is to provide learners with knowledge of various forms of communication theory and research. It examines the principles and contexts of human communication. Some of the principles surveyed are perception, listening, non-verbal communication and persuasion. The primary contexts examined include interpersonal, group, organisational and public communication. |
| UZUL100 | UNIZULU 101 | The purpose of the module is to unlock the potential of students to meaningfully access the university curriculum in a way that transcends the constraints of knowledge boundaries; generating new forms of thinking and acting. UNIZULU 101 is constructed in ways that build resonance between students' real-life experiences and histories. It is an investment to be returned by the collaborative and innovative growth of socially engaged students in a socially engaged and relevant university. |
| SEMESTER 2 | | |
| 1COM182/ ACOM182 | Communication Skills 2 | The purpose of this module is to provide the learner with knowledge of effective communication skills in both written and the oral medium within a number of different contexts in and out of the organisation. |

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| 1CJS112/ ACJS112 | Journalism Skills 1 | This course has been developed for learners who are interested in pursuing a career in journalism. The qualification is designed to assist students to write news reports in accordance with the requirements of specific media news agencies. Journalism Skills I offers the learner an insight into newspaper journalism and the responsibilities of a journalist, the code of journalism standards and ethics of journalism. Learners will understand the various approaches to writing news. Furthermore, learners will be introduced to developing the art of questioning for press conferences and story construction. |
| 1COM132/ ACOM132 | Public Relations 1B | The purpose of this module is to provide learners with knowledge of the theory and practice of public relations and to enable them to plan the execution of public relations campaigns. |
| 1COM172/ ACOM172 | Marketing and Advertising 1C | Learners will understand the purpose of advertising and marketing within the scope of public relations. They will learn that advertising is the paid, public, non-personal announcement of a persuasive message by an identified sponsor; the non-personal presentation or promotion by a firm of its products to its existing and potential customers. Furthermore, students will learn that marketing is the systematic planning, implementation and control of a mix of business activities intended to bring together buyers and sellers for the mutually advantageous exchange or transfer of products. |
| UZUL100 | UNIZULU 101 | The purpose of the module is to unlock the potential of students to meaningfully access the university curriculum in a way that transcends the constraints of knowledge boundaries; generating new forms of thinking and acting. UNIZULU 101 is constructed in ways that build resonance between students' real-life experiences and histories. It is an investment to be returned by the collaborative and innovative growth of socially engaged students in a socially engaged and relevant university. |

| YEAR 2 | | |
|---------------------|----------------------------|--|
| SEMESTER 1 | | |
| ACCS211/ 1CCS211 | Communication Studies 2 | The purpose of this module is to provide learners with knowledge of various forms of communication theory and research. It examines the principles and contexts of human communication. Some of the principles surveyed are perception, listening, non-verbal communication and persuasion. The primary contexts examined include interpersonal, group, organisation, and public communication. |
| ACJS211/ 1CJS211 | Journalism Skills 2 | This course teaches how to write in the basic news style – who, what, when, where, why and how as well as so what? From the fundamental news format, the course moves onto many other types of writing such as features, sports, interviews, investigative reporting, backgrounders, broadcast news, etc. Interviewing and news-gathering techniques are covered, along with ethics and libel. Students learn to write by writing a lot. Final project is a news or feature story suitable for publication. |
| ACOM241/ 1COM241 | Marketing & Advertising 2A | Learners will understand the purpose of advertising and marketing within the scope of public relations. Learners will learn the different types of advertising. They will gain insight on how an advertising agency works. Learners will also be introduced to the consumer audience and the impact of social and cultural influences on consumers. They will learn the steps in the decision-making process. Furthermore, learners will learn to create print, broadcast and internet advertising. Media selection procedures and negotiation techniques will be introduced to complete the marketing and advertising concept |

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| <p>ACOM291/ 1COM291</p> | <p>Communication Research</p> | <p>This module seeks to introduce theoretical guidelines to practices of conducting research in human and social sciences. Due emphasis is on historical and institutional contexts of research methods and methodologies. In this instance, consideration is focused on synthesizing key concepts in social theory as well as actual practice of social and cultural research.</p> <p>Various associated relationships will be teased out. These include connection between research and social policy, research and social theory, the philosophy of social-human sciences and subject positions (reflexivity of social researchers).</p> <p>This module will highlight basic and applied research methods in this challenging and opportune era of globalisation, interdisciplinary and mass democratisation.</p> <p>This course examines research methods in mass communication in response to innovations in communication. The role of Communication Research Methods (CRM) is to ask and answer questions about use of media technologies, consumption of media contents and media audience stratifications. In effect, CRM attempts to find out what a particular media field is about, how it is used, what its effects are and what its potential is. Learners will therefore engage with arising issues in a background of evolving communication like the World Wide Web, corporate communication and e-commerce.</p> |
| <p>SEMESTER 2</p> | | |
| <p>ACOM222/ 1COM222</p> | <p>Public Relations 2B</p> | <p>This module provides students with the skills to understand media relations, analyse public relations problems, plan, implement and evaluate public relations campaigns and to distinguish between public relations practice in business, government and non-profit organisations.</p> |
| <p>ACOM262/ 1COM262</p> | <p>Communication Research Methods A</p> | <p>This module aims to provide students with an understanding of the various research methods in communication science. The course examines research methods in mass communication in response to the need for communication initiatives.</p> |

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| | | Communication Research Methods A seeks to ask and answer questions about the use of media technologies, consumption of media contents and the media audience in order to advance an organisation's effectiveness. Learners will therefore engage in the evolving sphere of communication such as the World Wide Web, corporate communication, e-commerce and online surveys that Web 2.0 provides. |
| ACOM142/ 1COM142 | Law for Public Relations | The purpose of this module is to provide learners with an understanding of the nature, techniques and skills associated with the role of rhetoric and persuasion in politics, the effects of political communication and the media and channels of political communication. |
| APHS112/ 1PHS112 | Public Relations Ethics | This module is intended for students studying towards a diploma in Public Relations who will be confronted with issues of public relations ethics at their future workplaces. The module deals with ethical issues in the context of various situations arising in public relations. It applies selected ethical theories to the process of decision-making by public relations officials. |
| YEAR 3 | | |
| SEMESTER 1 | | |
| ACOM331/ 1COM331 | Public Relations 3A | This module provides students with the skills to understand and analyse management techniques in public relations. |

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| ACCS311/ 1CCS311 | Communication Studies 3 | The aim of this module is to provide learners with knowledge of the role of communication in the global context, a survey of cultural imperialism and international relations. It also seeks to enable them to <u>research</u> the international flow of news and entertainment, the New World Communication and Information Order and international communication policy. |
| ACOM221/ 1COM221 | Media Studies 1B | The purpose of this module is to provide learners with knowledge of media institutions, functionalist and critical media theories as well as media issues. It also aims to enable them to <u>research</u> topics such as media institutional practices, ownership, regulation, censorship, media and democratization as well as the power and functions of the media. |
| AHIV111/ 1HIV111 | HIV & AIDS Literacy | This module seeks to empower students to make a difference in dealing with HIV and AIDS crises; to provide students with information on HIV and AIDS prevention and management as well as to expose students to various areas on which HIV and AIDS impacts. |
| SEMESTER 2 | | |
| ACOM332/ 1COM332 | Experiential Learning 1A | This module provides students with real world work experience. It will provide students with skills to plan, analyse public relations problems, implement and evaluate public relations campaigns as well as to distinguish between public relations practice in business, government and non-profit organisations |

1CMDP1/ACMDP1

Diploma in Media Studies

The purpose of this qualification is to provide competent and responsible media specialists with market related media skills which are also relevant to the private and public sectors of the economy. This course is suitable for students seeking employment in the following areas: camera operating, photojournalism, video & photo editing, advertising, communication, spokespersons, personal assistance and journalism.

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|--------------------------------------|--------------------------|---|
| FACULTY | Arts | |
| DEPARTMENT: | Communication Science | |
| QUALIFIER | Diploma in Media Studies | |
| CESM Category | 05 | Communication, Journalism and Related Studies |
| CESM 1ST Qualifier | 0501 | Communication and Media Studies |
| CESM 2ND Qualifier | 050102 | Media Studies |

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| MAJORS | Journalism Skills 1,2,3 | Media Skills 1,2,3 |
| SAQA ID | 94552 | |
| UNIZULU Code | 1CMDP1/ACMDP1 | |
| NQF EXIT Level | 6 | |
| Presentation mode of subjects: | Full-time | |
| Intake for the qualification: | January | |
| Registration cycle for the subjects: | January | |
| Total credits to graduate: | 360 | |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---------------------------|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| Communication Skills 1 | ACOM141 | 1COM141 | 15 | 5 | None |
| Digital Communication 1 | ACOM151 | 1COM151 | 15 | 5 | None |
| HIV & AIDS Literacy | AHIV111 | 1HIV111 | 15 | 5 | None |
| Communication Studies 1 | ACCS111 | 1CCS111 | 15 | 7 | None |
| SEMESTER 2 | | | | | |
| Media Skills 1 | ACMS112 | 1CMS112 | 15 | 7 | None |
| Public Relations Skills 1 | ACPR112 | 1CPR112 | 15 | 6 | None |
| Advertising Skills 1 | ACAS112 | 1CAS112 | 15 | 5 | None |
| Journalism Skills 1 | ACJS112 | 1CJS112 | 15 | 6 | None |
| TOTAL | | | 120 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-----------------------------|------------------|------------------|-----------------|-----------|-------------------------------|
| SEMESTER 1 | | | | | |
| Journalism Skills 2 | ACJS211 | 1CJS211 | 15 | 6 | ACJS112/1CJS112 |
| Communication Studies 2 | ACCS211 | 1CCS211 | 15 | 7 | ACCS111/1CCS111 |
| Media Skills 2 | ACMS211 | 1CMS211 | 15 | 7 | ACMS112/1CMS112 |
| Philosophy of Communication | APHS211 | 1PHS211 | 15 | 6 | Equivalent to APhi221/1Phi221 |
| SEMESTER 2 | | | | | |
| Public Relations Skills 2 | ACPR212 | 1CPR212 | 15 | 6 | ACPR112/1CPR112 |
| Digital Communication 2 | ACOM252 | 1COM252 | 15 | 6 | ACOM151/ 1COM151 |
| Advertising Skills 2 | ACAS212 | 1CAS212 | 15 | 6 | ACAS112/ 1CAS112 |
| Media Ethics | APHS212 | 1PHS212 | 15 | 6 | None |
| TOTAL | | | 120 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---|------------------|--------------|-----------------|-----------|--|
| SEMESTER 1 | | | | | |
| Business Studies 1B | ACOM341 | 1COM341 | 15 | 6 | None |
| Media Skills 3 | ACMS311 | 1CMS311 | 15 | 7 | 1CMS211/ACMS211 |
| Communication Research Methods | ACOM351 | 1COM351 | 15 | 6 | None |
| Journalism Skills 3 | ACJS311 | 1CJS311 | 15 | 6 | 1CJS211/ACJS211 |
| SEMESTER 2 | | | | | |
| Experiential Learning for Media Studies | ACEL312 | 1CEL312 | 60 | 6 | 1CMS112, 1CPR112, 1CJS112, ACPR212, ACOM252, ACAS212, APHS212, 1CAS112 |
| TOTAL | | | 120 | | |

Diploma in Media Studies

MODULE DESCRIPTIONS

| YEAR 1 | | |
|---------------------|-------------------------|---|
| SEMESTER 1 | | |
| MODULE CODE | MODULE NAME | MODULE DESCRIPTION |
| 1COM141/ ACOM141 | Communication Skills 1 | The purpose of this module is to guide the student or learner towards becoming an effective communicator where communication refers to all four communication skills: speaking, writing, listening and reading. |
| 1COM151/ ACOM151 | Digital Communication 1 | The purpose of this module provides students with an understanding of basic electronic communication methods. |
| 1HIV111/ AHIV11 | HIV & AIDS Literacy 1 | This module seeks to empower students to make a difference in dealing with HIV and AIDS crises. It aims to provide students with information on HIV and AIDS prevention and management. To expose students to various areas on which HIV and AIDS impacts |

| | | |
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| 1CCS111/ ACCS111 | Communication Studies 1 | The purpose of this module is to provide learners with knowledge of various forms of communication theory and research. It examines the principles and contexts of human communication. Some of the principles surveyed are perception, listening, non-verbal communication and persuasion. The primary contexts examined include interpersonal, group, organisational and public communication. |
| SEMESTER 2 | | |
| 1CMS112/ ACMS112 | Media Skills 1 | The purpose of this module is to provide learners with knowledge of media institutions, functionalist and critical media theories as well as media issues. It also aims to enable them to <u>research</u> topics such as media institutional practices, ownership, regulation, censorship, media and democratization as well as the power and functions of the media. |
| 1CPR112/ ACPR112 | Public Relations Skills 1 | The purpose of this module is to provide learners with knowledge of the theory and practice of public relations and to enable them to plan the execution of public relations events, campaigns and programmes for media. |
| 1CAS112/ ACAS112 | Advertising Skills 1 | Learners will understand the purpose of advertising within the scope of media studies. They will learn that advertising is the paid, public, non-personal announcement of a persuasive message by an identified sponsor; the non-personal presentation or promotion by a firm of its products to its existing and potential customers. |
| 1CJS112/ ACJS112 | Journalism Skills 1 | This course has been developed for learners who are interested in pursuing a career in journalism. The qualification is designed to assist students to write news reports in accordance with the requirements of specific media news agencies. Journalism Skills I gives the learner insight into newspaper journalism and the responsibilities of a journalist, the code of journalism standards and ethics of journalism. Learners will understand the various approaches to writing news. Furthermore, learners will be introduced to developing the art of questioning for press conferences and story construction. |
| YEAR 2 | | |
| SEMESTER 1 | | |
| | Journalism Skills 2 | This course teaches how to write in the basic news style - who, what, when, where, why and how as well as so what? |

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| ACJS211/ 1CJS211 | | From the fundamental news format, the course moves onto many other types of writing such as features, sports, interviews, investigative reporting, backgrounders and broadcast news, etc. Interviewing and news-gathering techniques are covered, along with ethics and libel. Students learn to write by writing a lot. Final project is a news or feature story suitable for publication. |
| ACCS211/ 1CCS211 | Communication Studies 2 | The purpose of this module is to provide learners with knowledge of various forms of communication theory and research. It examines the principles and contexts of human communication. Some of the principles surveyed are perception, listening, non-verbal communication and persuasion. The primary contexts examined include interpersonal, group, organisational, and public communication. |
| ACMS211/ 1CMS211 | Media Skills 2 | The purpose of this module is to provide learners with knowledge of the theories and skills to analyse media texts, genres and audiences as well as the effects of the media. Through the module, learners are intended to plan the use of media for educational purposes. |
| APHS211/ 1PHS211 | Philosophy of Communication | The purpose of this module is to introduce Communication Science students to the philosophical theories of hermeneutics and deconstructivism. Both these theories on language show how open-ended language can be and students can gain by being made aware of this. Basic logic and logical fallacies will also be taught to provide students with more solid foundational communication skills. |
| SEMESTER 2 | | |
| ACPR212/ 1CPR212 | Public Relations Skills 2 | This module provides students with the skills to understand media relations, analyse public relations problems, plan, implement and evaluate public relations campaigns and to distinguish between public relations practice in business, government and community based organisations |
| ACOM252/ 1COM252 | Digital Communication 2 | The purpose of this module provides students with an understanding of basic electronic communication methods. |
| | Advertising Skills 2 | Learners will understand the purpose of and different types of advertising within the scope of media studies. They will gain insight into how an advertising agency works. Learners |

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| ACAS212/ 1CAS212 | | will also be introduced to the consumer audience and the impact of social and cultural influences on consumers. They will learn the steps in the decision-making process. Furthermore, learners will learn to create print, broadcast and internet advertising. Media selection procedures and negotiation techniques will be introduced to complete the marketing and advertising concept. |
| APHS212/ 1PHS212 | Media Ethics | The purpose of this module is to introduce students to ethical theories within media; ethical issues related to media studies and communication; and critical thinking. Students will learn to identify ethical issues within a communication context and critically apply ethical theories to those issues. This module will equip students with skills both for making ethical decisions within the media and communication fields as well as for effectively communicating the impact of certain decisions. |
| YEAR 3 | | |
| SEMESTER 1 | | |
| ACOM341/ 1COM341 | Business Studies 1B | This module provides students with the skills to manage or start up a small business. It is intended to provide students with an understanding of the relationship between business and the public. |
| ACMS311/ 1CMS311 | Media Skills 3 | The purpose of this module is to provide learners with knowledge of the theories of and skills to analyse media texts, film theory and criticism as well as adaptation of reception theory to analyse media audiences and the knowledge of media production. |
| ACOM351/ 1COM351 | Communication Research Methods C | This module seeks to introduce theoretical guidelines to practices of conducting research in human and social sciences. Due emphasis is on historical and institutional contexts of research methods and methodologies. In this instance, consideration is focused on synthesising key concepts in social theory as well as actual practice of social and cultural research. Various associated relationships will be teased out. These include connection between research and social policy; research and social theory; the philosophy of social-human sciences and subject positions (reflexivity of social researchers). This module will highlight basic and applied research methods in this challenging and opportune era of globalisation, interdisciplinary and mass democratisation. |

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| | | <p>This course examines research methods in mass communication in response to innovations in communication. The role of Communication Research Methods (CRM) is to ask and answer questions about use of media technologies, consumption of media contents and media audience stratifications. In effect, CRM attempts to find out what a particular media field is about, how it is used, what its effects are and also what its potential is. Learners will therefore engage with arising issues in a background of evolving communication like the World Wide Web, corporate communication and e-commerce as well as knowledge incorporation from a range of studies such as the critical paradigm, information science, linguistics.</p> |
| ACJS311/ 1CJS311 | Journalism Skills 3 | <p>This module seeks to provide learners with the theoretical foundation of public speaking. It aims to enable learners to carry out an audience analysis, teaching them how to adapt the information to the audience. The module will enable learners to write and present news as well as programmes for radio, television and the Internet. To inform the learner about broadcast regulations and restrictions.</p> |
| SEMESTER 2 | | |
| ACEL312/ 1CEL312 | Experiential Learning 1A | <p>This module provides students with real-world work experience as well as skills to plan and analyse mass communication problems. It will equip students to implement and evaluate broadcasting/mass communication campaigns as well as to distinguish between corporate and community mass communication strategies.</p> |

DEPARTMENT OF TOURISM

ACADEMIC STAFF

| | | |
|---------------------|---|---------------------|
| Co-ordinator | Mrs N O Linda, STD (Esikhawini College), Hotel Management Certificate (Damelin College), ABET (UNISA), PDRT, MRT (UNIZULU) | 035 902 6562 |
| Lecturers | Miss P.S Mhlongo, BA Tourism studies (UNIZULU), BA Honours, UNIZULU), PGCE (UNISA). MA (UNIZULU) Mr S D Ntshangase, BA. Tourism studies (UNIZULU), BA. (Hons) (UNIZULU), PGCE (UNIZULU), MA. (UNIZULU) | |

IDPTM1 Diploma in Tourism Management

The purpose of the programme is to provide graduates with vocational knowledge and skills required in the tourism industry. Graduates of this programme will be equipped to enter both the public and private tourism sectors as entry level employees, and will be able to utilize and apply operational skills and problem-solving techniques within tourism businesses or public tourism institutions. The essence of this programme is to provide graduates with hands-on skills (different from Bachelor degree provision) that will enable them to be employed as quickly as possible after graduation. Students, in their third year, will take Tourism Employability Skills module, and will undergo a six-month Work Integrated Learning within the tourism industry to prepare them for a career in the industry.

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|----------------------------------|-------------------------------|--|--|---------------------|------------------|--|
| Faculty | ARTS | | | | | |
| Department | Recreation & Tourism | | | | | |
| Diploma (Designator) | Diploma in Tourism Management | | | | | |
| CESM Category | 04 | | | | | |
| CESM 1st Qualifier | 040702 | Tourism & Travel Services Management | | | | |
| CESM 2nd Qualifier | 041604 | Tourism & Travel Services Marketing Operations | | | | |
| Major Field of Study | Tourism Management | | | Tourism Development | | |
| Abbreviation | Dip (Tourism Management) | | | | | |
| Qualification Code (SAQF) | 79266 | Qual ID | | | Qual Type | |
| UNIZULU Code | 1DPTM1 | | | | | |
| NQF Exit Level | 6 | | | | | |

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| Admission Requirements | NSC with Diploma endorsement; Level 4 or “D” symbol (HG) for English, at least level 4 in any four recognised NSC subjects. 24 NSC Points (excluding Life Orientation). Alternatively, a Higher Certificate or Advanced Certificate in a cognate field. |
| Minimum Points for Admission | 24 |
| Minimum duration of studies | 3 YEARS |
| Presentation mode of subjects: | Full time |
| Intake for the qualification: | JANUARY |
| Registration Cycle for the subjects: | JANUARY |
| Total credits to Graduate: | 378 |

YEAR 1

| SUBJECT NAME | SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-----------------------------------|---------------------|------------------------|------------------|---------------------------------|
| SEMESTER 1 | | | | |
| Tourism Events Management A | 1TEM111 | 12 | 5 | None |
| Travel Practice 1A | 1TPR111 | 12 | 5 | None |
| Travel & Tourism Development 1A | 1TTD111 | 12 | 5 | None |
| Travel & Tourism Management 1A | 1TTM111 | 12 | 5 | None |
| Hospitality Information Systems 1 | 4HMI111 | 8 | 5 | None |
| SEMESTER 2 | | | | |
| Tourism Events Management B | 1TEM112 | 12 | 5 | None |
| Travel Practice 1B | 1TPR112 | 12 | 5 | None |
| Travel & Tourism Development 1B | 1TTD112 | 12 | 5 | None |
| Travel & Tourism Management 1B | 1TTM112 | 12 | 5 | None |

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|-----------------------------------|---------|-----|---|------|
| Hospitality Information Systems 2 | 4HMI112 | 8 | 5 | None |
| TOTAL | | 112 | | |

YEAR 2

| SUBJECT NAME | SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---------------------------------|--------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | |
| Communication Skills 1 | 1COM141 | 16 | 5 | None |
| Travel & Tourism Marketing A | 1TEM211 | 12 | 5 | None |
| Travel & Tourism Development 2A | 1TTD211 | 12 | 6 | 1TTD111, 1TTD112 |
| Travel & Tourism Management 2A | 1TTM211 | 12 | 6 | 1TTM111, 1TTM112 |
| Travel Practice 2A | 4TPR211 | 12 | 6 | 1TPR111, 1TPR112 |
| SEMESTER 2 | | | | |
| Communication Skills 2 | 1COM182 | 16 | 5 | None |
| Travel & Tourism Marketing B | 1TEM212 | 12 | 5 | None |
| Travel & Tourism Development 2B | 1TTD212 | 12 | 6 | 1TTD111, 1TTD112 |
| Travel & Tourism Management 2B | 1TTM212 | 12 | 6 | 1TTM111, 1TTM112 |
| Travel Practice 2B | 1TPR212 | 12 | 6 | 1TPR111, 1TPR112 |
| TOTAL | | 128 | | |

YEAR 3

| SUBJECT NAME | SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-------------------------------------|--------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | |
| Tourism Employability Skills | 1TES311 | 30 | 6 | None |
| Travel & Tourism Information System | 1TIF311 | 12 | 6 | None |

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|----------------------------------|---------|-----|---|---------------------------------------|
| Travel & Tourism Development 3 | 1TTD311 | 12 | 5 | 1TTD211, 1TTD212 |
| Travel & Tourism Management 3 | 1TTM311 | 12 | 5 | 1TTM211,1TTM212 |
| Travel Practice 3 | 1TPR311 | 12 | 6 | 1TPR211, 1TPR212 |
| SEMESTER 2 | | | | |
| Tourism Work Integrated Learning | 1TWL312 | 60 | 6 | Level 1 and 2 second semester modules |
| TOTAL | | 138 | | |

DIPLOMA IN TOURISM MANAGEMENT

MODULE DESCRIPTIONS

| FIRST YEAR | | |
|--------------------|--|---|
| Semester 1 | | |
| MODULE CODE | MODULE NAME | MODULE DESCRIPTION |
| 1TEM111 | Tourism Events Management A | On successful completion of this module, students are expected to demonstrate their understanding of events management concepts. Students will be able to identify different types of events and discuss stakeholders involved as well as understanding the different staging elements. |
| 1TPR111 | Travel Practice 1A | This module is destination specific, and on successful completion of this module, students should possess the knowledge and understanding of the application of Tourism Geography from the supply and demand perspectives. They should have knowledge of tourist destinations in Africa and Asia. |
| 1TTD111 | Travel & Tourism Development 1A | On successful completion of the module, students understand the tourism industry as an interrelated system, in relation to key sectors and role players in tourism. |
| 1TTM111 | Travel & Tourism Management 1A | The purpose of this module is to introduce tourism students to the main principles of business management in a tourism context. They will understand the concepts of planning, organizing, |

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| | | leading, and controlling a tourism enterprise, within a local and global environment. |
| Elective | | |
| 4HMI111 | Hospitality Information Systems 1 | This module seeks to equip students with skills in computer literacy which include Windows operating system, browser and Word processor applications. This module will also enable the student to apply their knowledge and experience when they get employed in the hospitality industry. |
| Semester 2 | | |
| 1TEM112 | Tourism Events Management B | On successful completion of this module, students should understand and demonstrate skills in important tourism events' management planning and management functions, such as bidding process, events' marketing, securing sponsorship, risk management, communication, and catering management. |
| 1TPR112 | Travel Practice 1B | This module is destination specific, and on successful completion of this module, students should possess the knowledge and understanding of the application of Tourism Geography from the supply and demand perspectives. They should have knowledge of tourist destinations in Europe, Americas (North, Central and South) and Oceania. |
| 1TTD112 | Travel & Tourism Development 1B | The purpose of this module is to provide students with the knowledge and understanding of the tourism industry and the different types of tourism impacts. Students will be able to identify the social, economic and environmental impacts of the development of different types of tourism attractions. |
| 1TTM112 | Travel & Tourism Management 1B | The purpose of the module is to introduce tourism students to the field of General Management, and develop students who can 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. |

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| Elective | | |
| 4HMI112 | Hospitality Information Systems 2 | The aim of the module is to equip students with basic computer literacy skills in presentation and spreadsheet applications. |
| SECOND YEAR | | |
| Semester 1 | | |
| 1TEM211 | Travel & Tourism Marketing A | The objective 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 experience to identify environmental trends, understand basic consumer behaviour and market segmentation. |
| 1TPR211 | Travel Practice 2A | The module's purpose is to offer students with the knowledge of the composition and the function of the travel industry, including themes such as world tourism geography, surface, water and air transport, accommodation, travel document requirements for international travel, travel insurance, foreign exchange and compiling travel itineraries for international travels. |
| 1TTD211 | Travel & Tourism Development 2A | On successful completion of this module, students will have acquired the necessary knowledge about the effective use of various levels and models of tourism planning in South Africa based on the tourism policies, principles of sustainability and ethical use of community tourism resources. |
| 1TTM211 | Travel & Tourism Management 2A | On successful completion of this module students will be capable of applying financial analysis tools necessary to monitor the general financial position of a tourism business and to limit the risk of financial failure of the business as far as possible. Students will be able to apply basic accounting principles for effective financial decision-making in the tourism business. Students will receive guidance on how to manage the tourism business in a sustainable financial way by the integration of foundational, practical and reflective competence. |
| Elective | | |

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| 1COM141 | Communication Skills 1 | The purpose of this module is to guide the student or learner towards becoming an effective communicator where communication refers to all of the four communication skills: speaking, writing, listening and reading. |
| Semester 2 | | |
| 1TEM212 | Travel & Tourism Marketing B | The objective of this module is to introduce tourism students to tourism offerings, 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 |
| 1TPR212 | Travel Practice 2B | Upon successful completion of this module, students will be able to calculate appropriate international fares with 100% accuracy, based upon principles found in the IATA Passenger Tariff Conferences' Multilateral Interline System. This is achieved by making use of the Passenger Air Tariff publication. The module is based on the standards set by IATA airlines and approved by their respective governments, reducing errors in interpreting conditions that apply to international fare calculation. |
| 1TTD212 | Travel & Tourism Development 2B | The purpose of this module is to equip students studying Tourism Management for their responsibility with respect to aspects of tourism destination evolutionary models and tourism development in context. Sustainable and responsible tourism and the ongoing debates should form the core of this module. |
| 1TTM212 | Travel & Tourism Management 2B | The objective of this module is to introduce the students to the distinctive process of entrepreneurship. The module presents both theory and practice, which will clarify underpinning theoretical concepts with practical application. |
| Elective | | |
| 1COM182 | Communication Skills 2 | The purpose of this module is to provide the learner with knowledge of effective communication skills in both written and the oral mediums, within a number of different contexts, in and out of the organisation. |

| THIRD YEAR | | |
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| Semester 1 | | |
| 1TES311 | Tourism Employability Skills | The purpose of this module is make students aware of the employability skills and encourage them to integrate these skills in their personal and professional development, and kick-start their career in tourism. |
| 1TIF311 | Travel & Tourism Information Systems | The purpose of this module is to provide students with the skills of using information technology in tourism distribution channels. Students will be equipped with basic understanding of essential reservation software used in different tourism organisations. |
| 1TPR311 | Travel Practice 3 | The purpose of this module is to provide students with the skills of running a travel agency and a tour operation. |
| 1TTD311 | Travel & Tourism Development 3 | The purpose of this module is to give the students a comprehensive understanding of the economics of tourism. The module must help student understand the supply and demand determinants of tourism, the measurement of the tourism industry, the role of the government in growing the tourism economy, the micro and macro evolution of tourism investment decisions, the international economic dimensions of tourism and the environmental economics of tourism development. |
| 1TTM311 | Travel & Tourism Management 3 | The purpose of this module is to provide students with an in-depth knowledge of destination competitiveness. The module will link destination competition with sustainability, exploring ways how destination policy, planning and development can bring about a sustainable and competitive destination. |
| Semester 2 | | |

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| Registration cycle for the subjects: | January |
| Total credits to graduate: | 120 |

FIRST YEAR

| SUBJECT NAME | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|--|-------------------------|------------------------|------------------|---------------------------------|
| SEMESTER 1 | | | | |
| Financial Accounting 1A | 2CAC101 | 15 | 5 | None |
| Business Calculations 1A | 2ABU101 | 15 | 5 | None |
| Management Accounting 1A | 2AMA101 | 15 | 5 | None |
| Management Information Systems 1A | 2AMS101 | 15 | 5 | None |
| UNIZULU 101 | UZUL100 | 16 | 5 | None |
| SEMESTER 2 | | | | |
| Financial Accounting 1B | 2CAC102 | 15 | 5 | None |
| Business Literacy | 2ABL102 | 15 | 5 | None |
| Legal Principles and Practices for Accountants | 2ALP102 | 15 | 5 | None |
| Management Information Systems 1B | 2AMS102 | 15 | 5 | None |
| UNIZULU 101 | UZUL100 | 16 | 5 | None |
| TOTAL | | 126 | | |

Higher Certificate in Accountancy

MODULE DESCRIPTIONS

| CODE | MODULE NAME | MODULE DESCRIPTION |
|-------------|-------------------------|--|
| 2CAC101 | Financial Accounting 1A | At the end of the course, students should have developed the necessary skills to understand the business cycle and various decisions taken in a business; record and interpret financial transactions; prepare financial statements as well as relate underlying accounting assumptions and concepts to current practice. Students are expected to develop the ability to record all routine transactions including the Cash book in accordance with the VAT Act requirements. |
| 2CAC102 | Financial Accounting 1B | This module discusses the basic disclosure of assets; liabilities and the various forms of equity in sole traders, partnerships, and companies. Inventory and the recording thereof is also discussed. Cash and credit transactions are discussed and the reconciliation of bank, debtors and creditors are discussed in detail. |

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| | | Property, plant and equipment also form part of this curriculum. This module concludes with the discussion of partnerships. |
| 2AMA101 | Management Accounting 1 | This module discusses the principles of cost classification and terminology; stock holding terms, concepts and administration of stock; remuneration systems; overhead costs and allocation rates; cost flow and manufacturing costs as well as cost-volume profit analysis is the final topic of this module. |
| 2AMS101 | Management Information Systems 1A | This course introduces students to the techniques and tools of management information systems. Coverage is given to the Information System as it relates to the system's concept and its role in an organisation, IT infrastructure with the focus on hardware and software, as well as database technologies. Students will learn social and global subjects such as ethical, legal and security issues relative to Management Information Systems. Computer literacy will be focused on Microsoft Word documents, Power Point presentations, data management using databases as well as Microsoft visio and project management |
| 2AMS102 | Management Information Systems 1B | This course is a continuation of MIS 1.1, now focusing on data communication; the Internet; E-Commerce; Global Information Systems; IS Development; Enterprise systems; Management Support Systems and a peak into the future looking at emerging trends and technologies. The technical component will be on spreadsheets and web page development. |
| 2ABU101 | Business Calculations | This module deals with arithmetic; decimals; percentages; ratios; algebra; indices; algebraic expressions; factorisation; transposing formula; solving equations; straight line and exponential graphs. |
| 2ALP102 | Legal Principles and Practices for Accountants 1 | Students will be introduced to the normative systems and sources of law. The rules relating to the Interpretation of Statutes, requirements of a valid contract, contracts of sale and purchase as well as the law of Agency will also be introduced to the students. |
| 2ABL102 | Business Literacy | This course covers various topics which include the theory of communication; channels of communication; adaptation and the selection of words; construction of clear sentences and paragraphs; writing for effect as well as the introduction to messages and the writing process. It also focusses on informal oral communication, public speaking and oral reporting; the introduction to |

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| | | communication in the workplace; techniques of cross-cultural communication; correctness of communication; technology-enabled communication and business research methods. |
| UZUL100 | UNIZULU 101 | The purpose of the module is to unlock the potential of students to meaningfully access the university curriculum in a way that transcends the constraints of knowledge boundaries; generating new forms of thinking and acting. UNIZULU 101 is constructed in ways that build resonance between students' real-life experiences and histories. It is an investment to be returned by the collaborative and innovative growth of socially engaged students in a socially engaged and relevant university. |

2AACR1/CAACR1 Advanced Certificate in Accountancy

This is a 1 year qualification consisting of 9 modules. The total credit value for this qualification is 120. This qualification is aimed at producing people capable of performing activities in the following areas: Accounting assistants and junior bookkeepers and accounting technicians.

Learners aspiring to enter this qualification must be in possession of a Higher Certificate in Accountancy (NQF entry level 5).

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| FACULTY | Commerce, Administration and Law |
| DEPARTMENT | Accounting and Auditing |
| QUALIFIER | Advanced Certificate in Accountancy |
| MAJORS | Auditing 1.1. Financial Accounting 2A. Management Accounting 2A. Taxation Auditing 1.2 Financial Accounting 2B. Management Accounting 2B. Introduction to Pastel 1. Commerce in Practice |
| UNIZULU Code | 2AACR1/CAACR1 |
| SAQA ID | 101812 |
| NQF EXIT Level | 6 |
| Presentation mode of subjects: | Day classes |
| Intake for the qualification: | January |
| Registration cycle for the subjects: | January |
| Total credits to graduate: | 120 |

FIRST YEAR

| SUBJECT NAME | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---------------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | |
| Auditing 1.1. | 2AAU111 | 15 | 6 | None |
| Financial Accounting 2A. | 2CAC201 | 15 | 6 | None |
| Management Accounting 2A. | 2AMA201 | 15 | 6 | None |
| Taxation | 2CTA201 | 15 | 6 | None |
| SEMESTER 2 | | | | |
| Auditing 1.2 | 2AAU112 | 15 | 6 | None |
| Financial Accounting 2B. | 2CAC202 | 15 | 6 | None |
| Management Accounting 2B. | 2AMA202 | 15 | 6 | None |
| Introduction to Pastel 1. | 2APA112 | 7 | 6 | None |
| Commerce in Practice | 2ACP112 | 8 | 6 | None |
| TOTAL | | 120 | | |

MODULE DESCRIPTIONS

| CODE | MODULE NAME | MODULE DESCRIPTION |
|---------|-------------------------|--|
| 2CAC201 | Financial Accounting 2A | This module serves to introduce students to companies, including Close corporations. Using this information as a foundation, students will learn how the financial statements and reports relevant to a company are produced. |
| 2CAC202 | Financial Accounting 2B | This module introduces students to the various kinds of statements that are applicable to company accounts. The treatment of the various statements, recognition thereof and incorporation into the set of financial statements of a company will also be addressed, and students are taught how to apply these differences. |
| 2AAU111 | Auditing 1.1 | The purpose of the module is to introduce students to the relevant business principles for Accounting, including internal control and professional ethics as well as the regulations set out in the <i>Companies Act 2008</i> and by the <i>King III Report</i> on corporate governance. An understanding of the role of the auditor, the audit process and the key elements that affect an audit are then built upon this course. |
| 2AAU112 | Auditing 1.2 | The purpose of the module is to impart an understanding of the key business cycles which exist in most organizations, the risks faced in each cycle and the internal controls recommended to address these risks. The student is then equipped to understand the audit procedures used to gather evidence to support the assertions contained in |

Ms S Mgoduka, BCom (Hons), MCom (UNIZULU)
Mr I Mosiuoa, BCom, BCom (Hons) (UNIZULU)
Mr S G Ndlovu, B.Com, B.Com (Hons), M.Com, (UNIZULU).

**CBCTM1 National Higher Certificate in Marketing
No intake of new students for 2020**

A graduate who has achieved this qualification will be able to understand and apply fundamental principles of marketing; apply consumer behavior; communicate marketing information effectively using different media; distinguish the different product and services as well as marketing characteristics and strategies. The individual will also be able to identify the contemporary environment, problems and practices of consumer marketing. Career opportunities include employment as a marketing administration officer; sales administration assistant; advertising/promotions planner; advertising account co-ordinator; marketing research assistant; marketing representative; assistant merchandising manager; direct marketing planner or any marketing-related career.

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| FACULTY | Commerce, Administration and Law |
| DEPARTMENT: | Business Management |
| QUALIFIER | National Higher Certificate in Marketing |
| MAJORS | Marketing Management 1.1, 1.2, 2.1 and 2.2 |
| UNIZULU Code | CBCTM1 |
| SAQA ID | 73330 |
| NQF EXIT Level | 5 |
| Presentation mode of subjects: | Day classes |
| Intake for the qualification: | January |
| Registration cycle for the subjects: | January |
| Total credits to graduate: | 240 |

FIRST YEAR

| SUBJECT NAME | SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-----------------------------|--------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | |
| Marketing Management 1.1 | CCMM101 | 15 | 5 | None |
| Accounting for Marketers 1A | CCAM101 | 15 | 5 | None |
| Economics and Management | CCEM101 | 15 | 5 | None |
| Communication | CCCN101 | 15 | 5 | None |
| SEMESTER 2 | | | | |
| Marketing Management 1.2 | CCMM102 | 15 | 5 | None |
| Accounting for Marketers 1B | CCAM102 | 15 | 5 | None |
| Business Info Systems 1.2 | CCIS102 | 15 | 5 | None |
| Consumer Behaviour | CCCB102 | 15 | 5 | None |
| TOTAL | | 120 | | |

SECOND YEAR

| SUBJECT NAME | SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|--------------------------|--------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | |
| Marketing Management 2.1 | CCMM201 | 15 | 5 | CCMM101 |
| Business Calculations | CCBC101 | 15 | 5 | None |
| Personal Selling | CCPS201 | 15 | 5 | None |
| Marketing Research A | CCMR201 | 15 | 5 | None |
| SEMESTER 2 | | | | |
| Marketing Management 2.2 | CCMM202 | 15 | 5 | None |
| Business Calculations | CCBC102 | 15 | 5 | None |
| Communication | CCCN102 | 15 | 5 | None |
| Marketing Research B | CCMR202 | 15 | 5 | None |
| TOTAL | | 120 | | |

CBCTM1 National Higher Certificate in Marketing

MODULE DESCRIPTIONS

| CODE | MODULE NAME | MODULE DESCRIPTION |
|---------|-----------------------------|---|
| CCAM101 | Accounting for Marketers 1A | In this module, students learn about processing accounting information through the accounting system to an elementary balance sheet and income statement; basic disclosure of assets, liabilities as well as the various forms of equity in sole traders, partnerships and companies; manufacturing Income Statements and the determination of inventory values using arithmetic conventions. |
| CCAM102 | Accounting for Marketers 1B | This module covers the introduction to VAT and how to prepare a cash book in accordance with VAT act requirements; introduction to employees tax and the computation of salaries and wages amounts as well as post-closing journal entries and the AFS. |
| CCMM101 | Marketing Management 1.1 | In this module, students will learn about defining marketing and the marketing process; understanding the marketplace and consumers; marketing environment; marketing information systems; market segmentation; targeting and positioning as well as marketing strategy and planning. |
| CCMM102 | Marketing Management 1.2 | This module provides a breakdown of the marketing elements: product strategy, pricing decisions, overview of marketing communications and distribution. |

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| CCEM101 | Economics and Management | This module covers the following topics: introduction to understanding global and domestic economics; business ownership and starting a small business as well as business management, looking at planning, organising, directing and control functions. |
| CCPS201 | Personal Selling | Personal Selling covers the integration of sales and marketing management as well as starting with the marketing mix and role of selling. It looks at the major determinants of salesperson performance as well as prospecting techniques and sales presentations. |
| CCCB102 | Consumer Behaviour | This module covers the basic principles of cultural influences on buying behavior; how reference groups and family influence decision making; buyer expectations and perceptions as well as the consumer decision process and social responsibility. |
| CCMR201 | Marketing Research A | This modules looks at the nature of marketing research; processes and design; sampling and survey methods; questionnaire design; data collection as well as analysis and interpretation. |
| CCMR202 | Marketing Research B | This module covers the practical part of marketing research. Students have to identify a marketing problem/opportunity that needs research. A research proposal will have to be prepared. The marketing research will then have to be undertaken, culminating in a final research report. |
| CCMM201 | Marketing Management 2.1 | This module looks at the importance of strategic planning in marketing; the information needed for taking marketing decisions; how to develop a target market and applying a segmentation approach. |
| CCIS102 | Business Information Systems 1.2 | In this module, students will learn how to use a slide presentation generating application package to create slide shows for presentations; use spreadsheet, database and accounting application packages to perform spreadsheet, database and accounting functions as well as integrate the use of presentation, word-processing, spreadsheet, database, accounting and e-mail packages. |
| CCMM202 | Marketing Management 2.2 | This module provides a more detailed look at product planning; branding and packaging decisions; distribution planning and physical distribution; wholesaling & retailing; an overview of promotion planning; advertising and publicity as well as aspects of international and electronic marketing |
| CCBC101 | Business Calculations | This modules covers arithmetic; decimals; percentages and ratios; algebra; indices and |

Mr L O Mpungose, BCom, BCom(Hon)(UNIZULU)
Dr H Maduku, BCom Honors Economics (Midlands State University, Zimbabwe),
MCom Economics, DCom Economics, (UNIZULU)
Mr L T Zungu, BAdm, BCom(Hons), BAdmin., MA Economics(UNIZULU),
Ms T N Radebe, BCom, Hons (Business Management), MCom (Business
Management)(UNIZULU),
Ms N S Zikhali, NHC Marketing, BCom, BCom (Hons) & MCom (UNIZULU)
Mr B N Mthethwa, BAdmin, BAdmin (Hons), MPA(UNIZULU)

2CODP1/CCODP1 **Diploma in Management of Co-Operatives**

This programme is one of the first accredited academic diplomas in this field. It aims to equip students with skills and knowledge that will qualify them for employment as managers and supervisors of small and medium co-operatives. Graduates will be able to manage the operations of co-operative organisations, mobilise resources from members of co-operatives for growth and wealth generation. Graduates will also acquire broad-based business management skills. Employment opportunities can be in any of the following positions: co-operative manager, co-operative training and educational specialist, co-operative promoters/advisor, co-operative auditor, credit officer for micro-financing or project development officer with a non-governmental organisation (NGO).

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|---|---|
| FACULTY | Commerce, Administration and Law |
| DEPARTMENT | Business Management |
| QUALIFIER | Diploma in Management of Co-Operatives |
| MAJORS | Business Management 1 and 2 for Co-Operatives; Co-Operatives Organisation and Management Practice 1 and 2 |
| UNIZULU Code | 2CODP1/CCODP1 |
| SAQA ID | 84126 |
| NQF EXIT Level | 6 |
| Presentation mode of subjects: | Day classes |
| Intake for the qualification: | January |
| Registration cycle for the subjects: | January |
| Total credits to graduate: | 360 |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|--|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| History and Principles of Co-Operatives | CCDH111 | 2CDH111 | 15 | 5 | None |
| Business Calculations for Co-Operatives | CCDC111 | 2CDC111 | 15 | 5 | None |
| Business Information Systems for Co-Operatives | CCDI111 | 2CDI111 | 15 | 5 | None |

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|--|---------|---------|------------|---|------|
| Business Communication for Co-Operatives | CCDD111 | 2CDD111 | 15 | 5 | None |
| SEMESTER 2 | | | | | |
| Management of Savings and Credit Co-Operatives | CCDM112 | 2CDM112 | 15 | 5 | None |
| Accounting 1A for Co-Operatives | CCDA112 | 2CDA112 | 15 | 5 | None |
| Business Management 1 for Co-Operatives | CCDB112 | 2CDB112 | 15 | 5 | None |
| Co-Op Organization and Management Practice | CCDO112 | 2CDO112 | 15 | 5 | None |
| TOTAL | | | 120 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|--|------------------|------------------|-----------------|-----------|---|
| SEMESTER 1 | | | | | |
| Co-Operatives Policy, Law & Regulations | CCDP211 | 2CDP211 | 15 | 5 | CCDA112/2CDM112 |
| Research Methods for Co-Operatives | CCDR211 | 2CDR211 | 15 | 5 | None |
| Mathematics & Statistics for Co-Operatives | CCDS211 | 2CDS211 | 15 | 5 | None |
| Accounting 1B for Co-Operatives | CCDA211 | 2CDA211 | 15 | 5 | CCDA112/2CDA112 |
| SEMESTER 2 | | | | | |
| Work Integrated Learning Internship | CCDW212 | 2CDW212 | 60 | 6 | CCDO112/2CDO112 CCDM112/2CDM112 CCDB112/2CCDB112 CCDA112/CCDA112 |
| TOTAL | | | 120 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| Financial Accounting for Co-Operatives | CCDF311 | 2CDF311 | 15 | 7 | None |
| Co-operative Banking | CCDN311 | 2CDN311 | 15 | 7 | CCDM112/2CDM112 |
| Business Management 2 for Co-Operatives | CCDB311 | 2CDB311 | 15 | 6 | CCDB112/2CDB112 |
| Commercial Law for Co-Operatives | CCDL311 | 2CDL311 | 15 | 7 | None |
| SEMESTER 2 | | | | | |

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|--|---------|---------|------------|---|-----------------|
| Co-Operatives Organisation & Management Practice 2 | CCDO312 | 2CDO312 | 15 | 6 | CCDO112/2CDO112 |
| Introduction to Auditing & Professional Ethics | CCDP312 | 2CDP312 | 15 | 7 | None |
| Co-Operative Marketing | CCDR312 | 2CDR312 | 15 | 6 | None |
| Co-Operative Education & Training | CCDE312 | 2CDE312 | 15 | 7 | None |
| TOTAL | | | 120 | | |

2CODP1/CCODP1 Diploma in Management of Co-Operatives

MODULE DESCRIPTIONS

| MODULE CODE | MODULE NAME | MODULE DESCRIPTION |
|---------------------|------------------------------|--|
| 2CDC111/ CCDC111 | Business Calculations | This module covers arithmetic; decimals; percentages and ratios; algebra; indices and algebraic expressions; factorisation, transposing formula and solving equations as well as straight line and exponential graphs. |
| 2CDH111/ CCDH111 | History and Principles | This module explains the historical development from a global perspective. It looks at the nature, objectives and principles of co-operatives; describes the forms of business ownership including co-operatives and looks at the role of co-operatives in developing countries. |
| 2CDI111/ CCDI111 | Business Information Systems | This course introduces students to the techniques and tools of management information systems. Coverage is given to the Information System as it relates to the system's concept and its role in an organisation. The course also covers IT infrastructure with a focus on hardware and software as well as database technologies. Students will learn social and global subjects such as ethical, legal and security issues relative to Management Information Systems. Computer literacy will be focused on Microsoft Word documents, Microsoft PowerPoint presentations, data management using databases as well as Microsoft vision and project management |
| 2CDD111/ CCDD111 | Business Communication | This course covers the theory of communication; channels of communication; adaptation and the selection of words; construction of clear sentences and paragraphs as well as writing for effect. It also covers the introduction to messages and the writing process; informal oral communication, public speaking and oral reporting; introduction to communication in the |

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| | | workplace; techniques of cross-cultural communication; correctness of communication, technology-enabled communication and business research methods. |
| 2CDM112/ CCDM112 | Management of Savings | In this module, students will learn about how to help in organising and operating financial services co-operatives, in particular Savings and Credit Co-Operatives (SACCO). Students will also learn about savings mobilisation strategies; regulatory policy and legal framework for SACCO's; credit analysis, investment analysis; cost of capital and management of SACCO's. |
| 2CDA112/ CCDA112 | Accounting for Co-Ops 1A | In this module, students learn about processing accounting information through the accounting system to an elementary balance sheet and income statement; basic disclosure of assets, liabilities as well as the various forms of equity in sole traders, partnerships and companies; manufacturing Income Statements and the determination of inventory values using arithmetic conventions. |
| 2CDB112/ CCDB112 | Business Management 1 | This module is an introduction into understanding global and domestic economics; business ownership and starting a small business; people and production as well as business management, looking at planning, organising, directing and control functions. |
| 2CDO112/ CCDO112 | Co-Op Organisation and Management | This module covers approaches to co-operative promotion and organisation; roles and functions of government in co-operatives; types and functions of co-operatives; the governance structure in a co-operative; roles and responsibilities of the various groups within a co-operative as well as feasibility and business plan preparation. |
| CCDP211/ 2CDP211 | Co-Op Policy Law and Regulations | This module looks at the main co-operative sectors; the development of policy regulations of co-operative policy; the registration processes of a co-operative; the constitution and functions of co-operatives; powers general meetings and management of co-operatives as well as the amalgamation, division, conversion and transfer of co-operatives. |
| CCDR211/ 2CDR211 | Research Methods | This module looks at the nature of marketing research; processes and design; sampling and survey methods; questionnaire design; data collection, analysis and interpretation as well as the compilation of a marketing research report. |
| CCDA211/ | Accounting 1B | This module covers the introduction to VAT and how to prepare a cash book in accordance with VAT act |

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| 2CDA211 | | requirements; introduction to employees tax and the computation of salaries and wages amounts as well as post-closing journal entries and the AFS. |
| CCDW212/ 2CDW212 | Work Integrated Learning | During this period, students have to visit and interact / work with co-operatives for three months |
| CCDF311/ 2CDF311 | Financial Accounting | In this module, students learn about processing accounting information through the accounting system to an elementary balance sheet and income statement; basic disclosure of assets, liabilities as well as the various forms of equity in sole traders, partnerships and companies; manufacturing Income Statements and the determination of inventory values using arithmetic conventions. Students also learn about capital budgeting and cash flows; the investment process; working capital and financing decisions. |
| CCDN311/ 2CDN311 | Co-Operative Banking | The main focus of the module is the registration, constitution, functions and powers of co-operative banks and the regulatory authorities; banking services provided by co-operative banks as well as their management. |
| CCDB311/ 2CDB311 | Business Management 2 | This module deals with ownership, management and organisation; human resources; labour management relations; the marketing process; finance and risk management; information and management decision making as well as government and world business. |
| CCDL311/ 2CDL311 | Commercial Law for Co- Ops | This module deals with contracts; sales; leases; suretyship; agency; aspects of employment and credit agreements. Various aspects of commercial law will be included, with particular emphasis on topics that have direct relevance to the establishment and continued existence of co-operatives. |
| CCDO312/ 2CDO312 | Co-Op Organisation and Management | This modules seeks to help students understand strategic and policy issues relating to an organisation; the functioning and role of co-operatives and their stakeholders; governance; leadership; business development; the role of government and development agencies in the development of co-operatives. |
| CCDP312/ 2CDP312 | Auditing and Professional Ethics | This module will introduce students to the auditing code of professional conduct, statutory requirements and the audit process. Audit risks and evidence concepts will also be discussed. |
| | | In this module, students will learn about defining marketing and the marketing process; understanding the marketplace and consumers; the marketing |

distribution; supply chain management; clearing and forwarding; export and import trade; inventory control as well as procurement and manufacturing.

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| FACULTY | Commerce, Administration and Law |
| DEPARTMENT | Business Management |
| QUALIFIER | Diploma in Logistics Management |
| MAJORS | Risk Management, Costing for Transportation, Financial Management, Logistics 2A, 2B, International Business, Research Methods, Managerial Problem Solving Techniques, Project Management, Production Planning and Control and Practical Logistics 3A, 3B |
| UNIZULU Code | 2BLM01/CBLM01 |
| SAQA ID | 79346 |
| NQF EXIT Level | 6 |
| Presentation mode of subjects: | Day classes |
| Intake for the qualification: | January |
| Registration cycle for the subjects: | January |
| Total credits to graduate: | 384 |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---|------------------|------------------|-----------------|-----------|-------------------------------|
| SEMESTER 1 | | | | | |
| Mathematics for Transport and Logistics | CBTL101 | 2BTL101 | 16 | 5 | None |
| Economics for Transport and Logistics | CBTL111 | 2BTL111 | 16 | 5 | None |
| End User Computing | CBTL121 | 2BTL121 | 16 | 5 | None |
| Business Language 1A | CATL131 | 2ATL131 | 16 | 5 | Equivalent to CBTL131/2BTL131 |
| SEMESTER 2 | | | | | |
| Business Language 1B | CATL132 | 2ATL132 | 16 | 5 | Equivalent to CBTL102/2BTL102 |
| Practical Accounting | CBTL112 | 2BTL112 | 16 | 5 | None |
| Business Management | CBTL122 | 2BTL122 | 16 | 6 | None |
| Marketing | CBTL132 | 2BTL132 | 16 | 6 | None |
| TOTAL | | | 128 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-----------------------|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| Purchasing Management | CBLM201 | 2BLM201 | 16 | 6 | None |
| Financial Management | CBLM211 | 2BLM211 | 16 | 6 | None |

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|---------------------------------------|---------|---------|------------|---|------|
| Logistics 2A | CBTL201 | 2BTL201 | 16 | 6 | None |
| Research Methods | CBTL211 | 2BTL211 | 16 | 6 | None |
| SEMESTER 2 | | | | | |
| Costing for Transportation | CBLM202 | 2BLM202 | 16 | 6 | None |
| Logistics 2B | CBTL202 | 2BTL202 | 16 | 6 | None |
| Managerial Problem Solving Techniques | CBTL212 | 2BTL212 | 16 | 6 | None |
| Commercial Law | CBTL222 | 2BTL222 | 16 | 6 | None |
| TOTAL | | | 128 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---------------------------------|------------------|------------------|-----------------|-----------|---|
| SEMESTER 1 | | | | | |
| Logistics 3A | CBTL301 | 2BTL301 | 16 | 7 | CBTL201/2BTL201 CBTL202/2BTL202 |
| International Business | CBTL311 | 2BTL311 | 16 | 7 | None |
| Risk Management | CBTL321 | 2BTL321 | 16 | 6 | None |
| Project Management | CBLM301 | 2BLM301 | 16 | 7 | None |
| SEMESTER 2 | | | | | |
| Logistics 3B | CBTL302 | 2BTL302 | 16 | 6 | CBTL201/2BTL201; 2BTL202/CBTL202 |
| Production Planning and Control | CBLM302 | 2BLM302 | 16 | 7 | None |
| Practical Logistics 3A | CBLM312 | 2BLM312 | 16 | 6 | CBLM202/2BLM202, CBTL202/2BTL202, CBTL212/2BTL212, CBTL222/2BTL222 |
| Practical Logistics 3B | CBLM322 | 2BLM322 | 16 | 7 | CBLM202;; CBTL202, CBTL212, CBTL222 |
| TOTAL | | | 128 | | |

2BLM01/CBLM01 Diploma in Logistics Management

MODULE DESCRIPTIONS

| DIPLOMA IN LOGISTICS MANAGEMENT | | |
|--|--------------------|---------------------------|
| SEMESTER 1 | | |
| MODULE CODE | MODULE NAME | MODULE DESCRIPTION |

| | | |
|---------------------|---|---|
| 2BTL101/ CBTL101 | Mathematics for Transport and Logistics | The purpose of this module is to enable students to get foundation in numeracy and get prepared for the core modules in year two and three. Topics covered include: basic mathematics; percentages; ratios and proportions; algebra; simple interest; compound interest; algebra linear programming; introduction to statistics; elementary probability; probability events; Venn diagrams and probability tree diagrams. |
| 2BTL111/ CBTL111 | Economics for Transport and Logistics | Upon completing this module, students should be able to explain what economics is; distinguish between microeconomics and macroeconomics; understand the principles of economics; describe the three central economic questions and describe the major differences in various economic systems. Students should also be able to show how demand and supply can be expressed in words, numbers, graphs and equations; explain how the equilibrium price and quantity are determined; explain how government intervention affects markets; explain the determinants of various elasticity of both demand and supply; define the various revenue, cost and profit concepts; and the theoretical differences between the four market structures and the interpretation of graphs thereof. |
| 2BTL121/ CBTL121 | End User Computing | After completing this module student should be able to use Microsoft Word to complete assignments given in other modules; use Microsoft PowerPoint to make presentations in class and perform basic calculations (addition, subtractions, divisions) on a spreadsheet. They should also be able to use the formula functions in Microsoft Excel to insert different formulae; perform calculations involving absolute functions on Microsoft Spread Sheet; analyse data on a spread sheet as well as sort data and format a spread sheet. |
| 2BTL131/ CBTL131 | Business Language 1 | After completing this module, students should be able to deliver a professional oral and written presentation report, memo and minutes; participate meaningfully in interactions with others in such a way that the sender of the message feels valued and supported; show through responses and use of written texts that understanding, interpretation and evaluation have taken place; write letters, e-mails, memorandums, faxes, notices, short advertisements and brochures that meet the needs of the intended audience and achieve the desired goals as well as prepare and deliver a speech on a given topical issue. |
| SEMESTER 2 | | |
| 2ATL132/ CATL132 | | After completing this module, students should be able to apply the concepts of persuasive communication within a |

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| | Business Language 2 | number of different social contexts; develop business communication skills; avoid common mistakes made in a formal conversation and listen to his/her audience in order to provide a suitable response. Students should be able to understand audience in different contexts; carry out an audience analysis; develop the skill of delivering both good and bad news as well as carry out an effective presentation making use of both written and oral communication skills. |
| 2BTL112/ CBTL112 | Practical Accounting | After completing the module, students should be able to prepare books of prime entry; post journals; prepare and balance a general ledger; analysing effects of transactions on the accounting equation as well as prepare and adjust the trial balance. They should also be able to prepare the income statement with basic adjustments; prepare the balance sheet using the format of accounting equation; preparing statement of cash flows; calculation of input and output VAT as well as knowledge of principles of internal controls. |
| 2BTL122/ CBTL122 | Business Management | Upon completing this course, students should be able to apply sound management principles and theories in a real business situation; translate ideas into business opportunities; draw business plans and establish a business enterprise; analyse contemporary management issues which offer competitive advantage as well as analyse micro and macro business environment. They should also analyse the basic role of management in business organisations; analyse classical and contemporary approaches to business; gather and analyse financial information and take decisions on long term investment and capital budgeting as well as analyse case studies on financial decisions and select the optimal capital structure. |
| 2BTL132/ CBTL132 | Marketing | After completing the module, students should be able to analyse and apply the following to business situations: strategic marketing; market environmental factors; marketing research; marketing information systems; market segmentation; products; new product development and innovation; price and pricing strategy; product promotion; marketing distribution channels; competitors and competitive advantage; market targeting, positioning and brand strategy; management control; financial control as well as performance appraisal and benchmarking. |

SECOND YEAR

| | | |
|-------------------|--|--|
| SEMESTER 1 | | |
| CBLM201/ | | After completing the module, students should be able to analyse and apply the following: the purchasing function in perspective; the task of purchasing and supply |

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|---------------------|----------------------------|--|
| 2BLM201 | Purchasing Management | management; the purchasing process and procedure; purchasing and supply policies and strategies as well as assessment of selection of supplier and the management of quality in purchasing and supply. They should be able to analyse and apply purchasing price determination and cost analysis; quality and inventory management; material flow activities; negotiation in purchasing and supply management; electronic commerce and electronic procurement applications in supply management; make or buy decisions; in sourcing as well as outsourcing strategies. |
| CBLM211/ 2BLM211 | Financial Management | After completing the module, the student should be able to analyse and apply the role and environment of managerial finance; financial statements and cash flow; financial planning; time value of money; risk and return on income; capital budgeting cash flows; the cost of capital; working capital and current assets as well as international managerial finance. |
| CBTL201/ 2BTL201 | Logistics 2A | After completing the module, the student should be able to analyse and apply business logistics management; competitive advantage created by logistics; logistics and supply chain strategy planning; tactical logistics management and supply chain management; financial aspects of logistics and supply chain management; forecasting and supply chain requirements; Supply Chain Network integration, production and operations management; procurement management and inventory management. |
| CBTL211/ 2BTL211 | Research Methods | After completing the module, the student should be able to analyse and apply factors which influence research; research topic/project topic and stating the research problem; conceptualisation in qualitative research; writing literature review; population sampling methods; qualitative and quantitative research designs; data collection and data analysis; data interpretation; report writing as well as ethics in research. |
| SEMESTER 2 | | |
| CBLM202/ 2BLM202 | Costing for Transportation | After completing the module, the student should be able to analyse and apply cost and management accounting; costs classification; systems for costing, products and services; variable and absorption costing; costing jobs; processes and services; activity based costing; standard costing and budgetary control; profit planning in the short term as well as relevant costing and methods of estimating cost. |
| CBTL202/ 2BTL202 | | After completing the module, students should be able to design and establish storage and handling facilities; understand the principles of packaging and its role in the |

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| | Logistics 2B | supply chain; select the appropriate handling equipment to be used in particular facilities; to give an outline of efficient operations in a warehouse; analyse the operational characteristics of the various modes of freight transport; analyse transport cost structures and apply transport pricing principles; outline the principles of transport management; understand how international supply chains are managed; understand and apply reverse logistics in supply chains as well as apply controls in logistics/supply chains. |
| CBTL212/ 2BTL212 | Managerial Problem Solving Techniques | After completing the module, students should be able to analyse business cases using modelling techniques with Microsoft Excel spreadsheet. Case problems will be solved with optimisation modelling; linear programming models; network models; simulation modelling; inventory models as well as queueing models. |
| CBTL222/ 2BTL222 | Commercial Law | The module will equip students with sound knowledge and understanding of the legal rules in commercial transactions as well as principles of commercial law and ethics relating to commercial law. The students should also be able to analyse cases in the law of contracts; define and analyse valid contracts; types of contracts; nature of contracts; writing of contracts, accepting an offer; consensus and defect in contracts; capacity to perform a juristic act as well as breach of contracts and remedies. The students should be able to distinguish between the types of contracts, that is sale, lease and service. The mechanism to impose fairness on employment relationships will also be outlined. |

THIRD YEAR

| SEMESTER 1 | | |
|---------------------|------------------------|--|
| CBTL301/ 2BTL301 | Logistics 3A | Upon completing the module, students should be able to analyse and apply supply chain problems; formulate supply chain strategies as well as product and customer service strategies. Students will also evaluate order processing approaches and information systems in supply chains. Transport modes, multimodal transport and transport decisions will be analysed. Forecasting supply chain needs and inventory policy decisions will also be analysed and applied. |
| CBTL311/ 2BTL311 | International Business | After completing the module, students should be able to analyse and apply merits of trading overseas; characteristics of international transport; freight rates; export cargo packaging, stowage, marking and dangerous goods cargo shipments; export customs practice freight/cargo insurance; as well as credit insurance and transport distribution analysis. The |

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| | | learner should be able to assemble export documentation for a particular transaction. |
| CBTL321/ 2BTL321 | Risk Management | Upon completing this module, students should be able to identify and work with risk as well as analyse and apply trends affecting the supply chain; the supply chain management context; approaches to risk; responding to risks; a network view of risk; creating resilient supply chains and business continuity management. |
| CBLM301/ 2BLM301 | Project Management | Upon completion of this module, students should understand project selection through strategic alignment; project management processes; project initiation definition and planning; project execution; monitoring and control; stakeholder management as well as project communication and project closure. Students will assess project risks and design plans to mitigate project risks. |
| SEMESTER 2 | | |
| CBTL302/ 2BTL302 | Logistics 3B | After completing the module, students should be able to analyse and apply the following to logistics and supply chains: inventory policy decisions; purchasing and supply policies; storage and handling systems; facility location decisions and network planning. Students will also be able to apply logistics supply chain controls. |
| CBLM302/ 2BLM302 | Production Planning and Control | This module seeks to help students to analyse and apply the following to production and operations management: business forecasting; the design of goods and services, process design, strategy and management; quality tools and techniques as well as capacity planning. The students will also evaluate operations management challenges in South Africa. |
| CBLM312/ 2BLM312 | Practical Logistics A | During this period, students will acquire practical training or work integrated learning in a transport company or in an organisation dealing in logistics supply chain activities. |
| CBLM322/ 2BLM322 | Practical Logistics B | During this period, students will acquire practical training or work integrated learning in a transport company or in an organisation dealing in logistics supply chain activities. |

2BTM01/CBTM01 Diploma in Transport Management

This qualification is aimed at producing entry-level employees who intend to pursue careers in the field of transport and supply chain management. Successful students will be qualified to work in a transportation related business operation, specializing in road transport operations - national

and international; and municipal transport/management. Serving as transportation projects manager; in-house transport manager for organisations; logistics service provider. Graduates will qualify to fill positions in warehousing and distribution, supply chain management, clearing and forwarding as well as export and import trade.

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|---|---|
| FACULTY | Commerce, Administration and Law |
| DEPARTMENT | Business Management |
| Qualifier | Diploma in Transport Management |
| MAJORS | Risk Management, Logistics 2A, 2B, 3A, 3B, International Business, Research Methods, Managerial Problem Solving Techniques, Commercial Law, Transportation 2A, 2B, 3A, 3B, Transport field Specialization, Practical Logistics 3A, 3B |
| UNIZULU Code | 2BTM01/CBTM01 |
| SAQA ID | 79266 |
| NQF EXIT Level | 6 |
| Presentation mode of subjects: | Day classes |
| Intake for the qualification: | January |
| Registration cycle for the subjects: | January |
| Total credits to graduate: | 384 |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---|------------------|------------------|-----------------|-----------|-------------------------------|
| SEMESTER 1 | | | | | |
| Mathematics for Transport and Logistics | CBTL101 | 2BTL101 | 16 | 5 | None |
| Economics for Transport and Logistics | CBTL111 | 2BTL111 | 16 | 5 | None |
| Business Language 1A | CATL131 | 2ATL131 | 16 | 5 | Equivalent to CBTL131/2BTL131 |
| End User Computing | CBTL121 | 2BTL121 | 16 | 5 | None |
| SEMESTER 2 | | | | | |
| Business Language 1B | CATL132 | 2ATL132 | 16 | 5 | Equivalent to CBTL102/2BTL102 |
| Practical Accounting | CBTL112 | 2BTL112 | 16 | 5 | None |
| Business Management | CBTL122 | 2BTL122 | 16 | 6 | None |
| Marketing | CBTL132 | 2BTL132 | 16 | 6 | None |
| TOTAL | | | 128 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-------------------|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| Transportation 2A | CBTM201 | 2BTM201 | 16 | 6 | None |

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|---------------------------------------|---------|---------|------------|---|------|
| Transport Field Specialization | CBTM211 | 2BTM211 | 16 | 6 | None |
| Logistics 2A | CBTL201 | 2BTL201 | 16 | 6 | None |
| Research Methods | CBTL211 | 2BTL211 | 16 | 6 | None |
| SEMESTER 2 | | | | | |
| Transportation 2B | CBTM202 | 2BTM202 | 16 | 6 | None |
| Logistics 2B | CBTL202 | 2BTL202 | 16 | 6 | None |
| Managerial Problem Solving Techniques | CBTL212 | 2BTL212 | 16 | 6 | None |
| Commercial Law | CBTL222 | 2BTL222 | 16 | 6 | None |
| TOTAL | | | 128 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|-----------------------------|------------------|------------------|-----------------|-----------|--|
| SEMESTER 1 | | | | | |
| Logistics 3A | CBTL301 | 2BTL301 | 16 | 7 | CBTL201/2BTL201; CBTL202/2BTL202 |
| International Business | CBTL311 | 2BTL311 | 16 | 7 | None |
| Risk Management | CBTL321 | 2BTL321 | 16 | 6 | None |
| Transportation 3A | CBTM301 | 2BTM301 | 16 | 7 | CBTM201/2BTM201; CBTM202/2BTM202 |
| SEMESTER 2 | | | | | |
| Logistics 3B | CBTL302 | 2BTL302 | 16 | 6 | CBTL201/2BTL201; CBTL202/2BTL202 |
| Transportation 3B | CBTM302 | 2BTM302 | 16 | 7 | CBTM202/2BTM202; CBTM201/2BTM201; |
| Practical Transportation 3A | CBTM312 | 2BTM312 | 16 | 6 | CBTL202/2BTL202; CBTL222/2BTL222; CBTL212/2BTL212; CBTM202/2BTM202 |
| Practical Transportation 3B | CBTM322 | 2BTM322 | 16 | 7 | CBTL202/2BTL202; CBTL212/2CBTL212; CBTL222/2BTL222; CBTM202/2BTM202 |
| TOTAL | | | 128 | | |

2BTM01/CBTM01

Diploma in Transport Management

MODULE DESCRIPTIONS

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|--|
| DIPLOMA IN TRANSPORT MANAGEMENT |
| SEMESTER 1 |

| MODULE CODE | MODULE NAME | MODULE DESCRIPTION |
|---------------------|---|---|
| 2BTL101/ CBTL101 | Mathematics for Transport and Logistics | The purpose of this module is to enable students to get foundation in numeracy and get prepared for the core modules in year two and three. Topics covered include: basic mathematics; percentages; ratios and proportions; algebra; simple interest; compound interest; algebra linear programming; introduction to statistics; elementary probability; probability events; Venn diagrams and probability tree diagrams. |
| 2BTL111/ CBTL111 | Economics for Transport and Logistics | Upon completing this module, students should be able to explain what economics is; distinguish between microeconomics and macroeconomics; understand the principles of economics; describe the three central economic questions and describe the major differences in various economic systems. Students should also be able to show how demand and supply can be expressed in words, numbers, graphs and equations; explain how the equilibrium price and quantity are determined; explain how government intervention affects markets; explain the determinants of various elasticity of both demand and supply; define the various revenue, cost and profit concepts; and the theoretical differences between the four market structures and the interpretation of graphs thereof. |
| 2BTL121/ CBTL121 | End User Computing | After completing this module student should be able to use Microsoft Word to complete assignments given in other modules; use Microsoft PowerPoint to make presentations in class and perform basic calculations (addition, subtractions, divisions) on a spreadsheet. They should also be able to use the formula functions in Microsoft Excel to insert different formulae; perform calculations involving absolute functions on Microsoft Spread Sheet; analyse data on a spread sheet as well as sort data and format a spread sheet. |
| 2BTL131/ CBTL131 | Business Language 1 | After completing this module, students should be able to deliver a professional oral and written presentation report, memo and minutes; participate meaningfully in interactions with others in such a way that the sender of the message feels valued and supported; show through responses and use of written texts that understanding, interpretation and evaluation have taken place; write letters, e-mails, memorandums, faxes, notices, short advertisements and brochures that meet the needs of the intended audience and achieve the desired goals as well as prepare and deliver a speech on a given topical issue. |
| SEMESTER 2 | | |

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| 2ATL132/ CATL132 | Business Language 2 | After completing this module, students should be able to apply the concepts of persuasive communication within a number of different social contexts; develop business communication skills; avoid common mistakes made in a formal conversation and listen to his/her audience in order to provide a suitable response. Students should be able to understand audience in different contexts; carry out an audience analysis; develop the skill of delivering both good and bad news as well as carry out an effective presentation making use of both written and oral communication skills. |
| 2BTL112/ CBTL112 | Practical Accounting | After completing the module, students should be able to prepare books of prime entry; post journals; prepare and balance a general ledger; analysing effects of transactions on the accounting equation as well as prepare and adjust the trial balance. They should also be able to prepare the income statement with basic adjustments; prepare the balance sheet using the format of accounting equation; preparing statement of cash flows; calculation of input and output VAT as well as knowledge of principles of internal controls. |
| 2BTL122/ CBTL122 | Business Management | Upon completing this course, students should be able to apply sound management principles and theories in a real business situation; translate ideas into business opportunities; draw business plans and establish a business enterprise; analyse contemporary management issues which offer competitive advantage as well as analyse micro and macro business environment. They should also analyse the basic role of management in business organisations; analyse classical and contemporary approaches to business; gather and analyse financial information and take decisions on long term investment and capital budgeting as well as analyse case studies on financial decisions and select the optimal capital structure. |
| 2BTL132/ CBTL132 | Marketing | After completing the module, students should be able to analyse and apply the following to business situations: strategic marketing; market environmental factors; marketing research; marketing information systems; market segmentation; products; new product development and innovation; price and pricing strategy; product promotion; marketing distribution channels; competitors and competitive advantage; market targeting, positioning and brand strategy; management control; financial control as well as performance appraisal and benchmarking. |

SECOND YEAR

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| SEMESTER 1 | | |
| | Transportation 2A | After completing the module, the student should be able to analyse and apply transportation on the supply chain and |

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| 2BTM201/ CBTM201 | | economy; different modes of transport: road, rail, air, water carriers and pipelines to freight movement as well as analyse intermodal freight transport and give the outlines of the South African Transportation Regulation and Public Policy. |
| 2BTM211/ CBTM201 | Transport field Specialisation | The objective of this module is for students to learn about running an efficient and effective road freight transport network. Students will analyse and apply theories in road transport organisation; managing and organising the human resources; transport operational control; cost control and budgeting; vehicle selection as well as vehicle maintenance. |
| 2BTL201/ CBTL201 | Logistics 2A | After completing the module, the student should be able to analyse and apply business logistics management; competitive advantage created by logistics; logistics and supply chain strategy planning; tactical logistics management and supply chain management; financial aspects of logistics and supply chain management; forecasting and supply chain requirements; Supply Chain Network integration, production and operations management; procurement management and inventory management. |
| 2BTL211/ CBTL211 | Research Methods | After completing the module, the student should be able to analyse and apply factors which influence research; research topic/project topic and stating the research problem; conceptualisation in qualitative research; writing literature review; population sampling methods; qualitative and quantitative research designs; data collection and data analysis; data interpretation; report writing as well as ethics in research. |
| SEMESTER 2 | | |
| 2BTL201/ CBTL211 | Transportation 2B | This module seeks to introduce students to the concepts of global transportation within the global market and to manage a transportation business through the applied knowledge of costing and pricing principles. The module also provides fundamental concepts to the different carrier and shipper strategies that would improve the transport operation process. Students will also be exposed to information sources and technology needed to manage transportation as a whole. |
| 2BTL202/ CBTL202 | Logistics 2B | After completing the module, students should be able to design and establish storage and handling facilities; understand the principles of packaging and its role in the supply chain; select the appropriate handling equipment to be used in particular facilities; to give an outline of efficient operations in a warehouse; analyse the operational characteristics of the various modes of freight transport; analyse transport cost structures and apply transport pricing |

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| | | principles; outline the principles of transport management; understand how international supply chains are managed; understand and apply reverse logistics in supply chains as well as apply controls in logistics/supply chains. |
| 2BTL212/ CBTL212 | Managerial Problem Solving Techniques | After completing the module, students should be able to analyse business cases using modelling techniques with Microsoft Excel spreadsheet. Case problems will be solved with optimisation modelling; linear programming models; network models; simulation modelling; inventory models as well as queueing models. |
| 2BTL222/ CBTL222 | Commercial Law | The module will equip students with sound knowledge and understanding of the legal rules in commercial transactions as well as principles of commercial law and ethics relating to commercial law. The students should also be able to analyse cases in the law of contracts; define and analyse valid contracts; types of contracts; nature of contracts; writing of contracts, accepting an offer; consensus and defect in contracts; capacity to perform a juristic act as well as breach of contracts and remedies. The students should be able to distinguish between the types of contracts, that is sale, lease and service. The mechanism to impose fairness on employment relationships will also be outlined. |

THIRD YEAR

| SEMESTER 1 | | |
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| 2BTL301/ CBTL301 | Logistics 3A | Upon completing the module, students should be able to analyse and apply supply chain problems; formulate supply chain strategies as well as product and customer service strategies. Students will also evaluate order processing approaches and information systems in supply chains. Transport modes, multimodal transport and transport decisions will be analysed. Forecasting supply chain needs and inventory policy decisions will also be analysed and applied. |
| 2BTL311/ CBTL311 | International Business | After completing the module, students should be able to analyse and apply merits of trading overseas; characteristics of international transport; freight rates; export cargo packaging, stowage, marking and dangerous goods cargo shipments; export customs practice freight/cargo insurance; as well as credit insurance and transport distribution analysis. The learner should be able to assemble export documentation for a particular transaction. |
| 2BTL321/ CBTL321 | Risk Management | Upon completing this module, students should be able to identify and work with risk as well as analyse and apply trends affecting the supply chain; the supply chain management context; approaches to risk; responding to |

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| | | risks; a network view of risk; creating resilient supply chains and business continuity management. |
| 2BLM301/ CBLM301 | Project Management | Upon completion of this module, students should understand project selection through strategic alignment; project management processes; project initiation definition and planning; project execution; monitoring and control; stakeholder management as well as project communication and project closure. Students will assess project risks and design plans to mitigate project risks. |
| SEMESTER 2 | | |
| 2BTL302/ CBTL302 | Logistics 3B | After completing the module, students should be able to analyse and apply the following to logistics and supply chains: inventory policy decisions; purchasing and supply policies; storage and handling systems; facility location decisions and network planning. Students will also be able to apply logistics supply chain controls. |
| 2BTM302/ CBTM302 | Transportation 3B | This module is to provide students with clear parameters or goals for public transport, both informal and informal, and some of the challenges they face the in this industry. This is to also highlight some of the resistance to public transport usage. Finally, this will result in students knowing and understanding a number of steps, mainly of an organisational nature, which need to be taken in order to achieve the objectives of improved passenger transport in South Africa. |
| 2BTM312/ CBTM312 | Practical Transportation A | During this period, students will acquire practical training or work integrated learning in a transport company or in an organisation dealing in logistics supply chain activities. |
| 2BTM322/ CBTM322 | Practical Transportation B | During this period, students will acquire practical training or work integrated learning in a transport company or in an organisation dealing in logistics supply chain activities. |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---------------------------------------|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| Sport Didactics and Coaching 1 | SHMD119 | 4HMD119 | 30 | 4 | None |
| Sport Management 1 | SHMD129 | 4HMD129 | 30 | 4 | None |
| Sport & Exercise Technology 1 | SHMD139 | 4HMD139 | 30 | 5 | None |
| Sport & Physical Recreation Studies 1 | SHMD149 | 4HMD149 | 30 | 5 | None |
| UNIZULU 101 | UZUL100 | UZUL100 | 16 | 5 | None |
| TOTAL | | | 136 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|--------------------------------|------------------|------------------|-----------------|-----------|--------------------------|
| SEMESTER 1 | | | | | |
| Human Movement Studies | SHMD219 | 4HMD219 | 30 | 5 | None |
| Exercise Physiology II | SHMD229 | 4HMD229 | 30 | 5 | SHMD149/4HMD149 |
| Kinesiology | SHMD239 | 4HMD239 | 30 | 5 | None |
| Sport & Exercise Technology II | SHMD249 | 4HMD249 | 30 | 5 | SHMD139/4HMD139 |
| TOTAL | | | 120 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---------------------------------|------------------|------------------|-----------------|-----------|---|
| SEMESTER 1 | | | | | |
| Sport Psychology | SHMD319 | 4HMD319 | 30 | 5 | SHMD119/4HMD119 SHMD129/4HMD129 SHMD139/4HMD139 SHMD149/4HMD149 |
| Health Sciences | SHMD329 | 4HMD329 | 30 | 5 | SHMD119/4HMD119 SHMD129/4HMD129 SHMD139/4HMD139 SHMD149/4HMD149 |
| Exercise Physiology III | SHMD339 | 4HMD339 | 30 | 5 | SHMD229/4HMD229 SHMD119/4HMD119 SHMD129/4HMD129 SHMD139/4HMD139 SHMD149/4HMD149 |
| Sport & Exercise Technology III | SHMD349 | 4HMD349 | 30 | 5 | SHMD249/4HMD249 |

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|--------------|--|--|------------|--|--|
| | | | | | SHMD119/4HMD119 SHMD129/4HMD129 SHMD139/4HMD139 SHMD149/4HMD149 |
| TOTAL | | | 120 | | |

4NDP01/SNDP01 National Diploma in Sport and Exercise Technology

MODULE DESCRIPTIONS

| FIRST YEAR | | |
|---------------------|--|---|
| MODULE | MODULE NAME | MODULE DESCRIPTION |
| 4HMD119/ SHMD119 | Sport Didactics and Coaching | This module seeks to develop students' abilities to practically apply didactics and coaching principles in the training of diverse population groups in various sports and fitness training programmes. Students will acquire didactic competencies which they will engage to enable their clients to learn skills and strategies in the context of game play. |
| 4HMD129/ SHMD129 | Sport Management | This module is an introduction to the principles, concepts and theories of management in sport and leisure discipline. This module will prepare students for entry-level positions in the business of sport such as sport club management, sport consultancy, sport marketing and governing body administrations. |
| 4HMD139/ SHMD139 | Sport & Exercise Technology | This module will give students an understanding of fitness, basic concepts behind fitness programmes and the practical application of the basic principles in constructing a basic training programme for diverse population groups. |
| 4HMD149/ SHMD149 | Sport & Physical Recreation Studies 1 | This module will enable the students to gain knowledge of the human body as well as how the body works and interacts with different parts of the body. Included in this module is the study of bones, joints and related structures, movement capabilities, muscle tissue as well as muscular system. Students will also gain knowledge of concepts of leisure, recreation play and work. In addition, students will learn the guidelines to writing a sponsorship letter; risk assessment; |

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| | | emergency procedure; safety equipment and management of sport injuries as well as service learning. |
| UZUL100 | UNIZULU 101 | The purpose of the module is to unlock the potential of students to meaningfully access the university curriculum in a way that transcends the constraints of knowledge boundaries; generating new forms of thinking and acting. UNIZULU 101 is constructed in ways that build resonance between students' real-life experiences and histories. It is an investment to be returned by the collaborative and innovative growth of socially engaged students in a socially engaged and relevant university. |
| SECOND YEAR | | |
| 4HMD219/ SHMD219 | Human Movement Science | This course will focus on the neural control of movements as well as an understanding of how movements are planned, coordinated and executed. |
| 4HMD229/ SHMD229 | Exercise Physiology II | This module is an extension of the anatomy module in the first year. In this module, students will study the functions of the body in detail with special reference to the interdependence of the different body systems. |
| 4HMD239/ SHMD239 | Kinesiology | This module is an introduction to the internal and external forces that affect human performance and the effect those forces have on performance through the branch of physics such as mechanics. |
| 4HMD249/ SHMD249 | Sport & Exercise Technology II | This module entails the study of the code of ethics, validity and reliability of sport. Components of fitness including body composition; agility; balance; co-ordination; power; reaction time; speed as well as flexibility are discussed. Also included are topics of injuries, gym training, and periodization and sport specific training programs. |

| THIRD YEAR | | |
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| SHMD319/ 4HMD319 | Sport Psychology | This module provides an overview of the theoretical and applied aspects of the psychology of sport. It focusses specifically on topics related to psychological variables influencing participation in sport, competitive nature of sport environments as well as psychological strategies used to enhance sport performance. |
| SHMD329/ 4HMD329 | Health Science | This module will focus on health as well as how to improve health by preventing and managing diseases. |
| SHMD339/ 4HMD339 | Exercise Physiology III | This module builds on the knowledge that you have gained in Exercise Physiology II. This module will focus be on physiological adaptations and responses to exercise as it release to human performance, training and limitations. |
| SHMD349/ 4HMD39 | Sport and Exercise Technology III | This module covers the study of medical history and patient details. Also included will be lung function, heart rate and blood pressure testing. Healthy life style choices regarding diet and physical activity as well as stress, sleep, alcohol and smoking. SISA protocols. Aerobic an Anaerobic testing. Components of fitness. |

FIRST YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---|------------------|------------------|-----------------|-----------|--|
| SEMESTER 1 | | | | | |
| Accounting for Hospitality | SHHA111 | 4HHA111 | 15 | 5 | Phased out Equivalent to SHMC111/4HMC111 |
| Hospitality Communications | SHHC111 | 4HHC111 | 8 | 5 | None |
| Hotel Health And Safety | SHMG111 | 4HMG111 | 15 | 5 | None |
| Hospitality Information Systems 1 | SHMI111 | 4HMI111 | 8 | 5 | None |
| Hospitality Operations 1 – Accommodation | SHMP111 | 4HMP111 | 8 | 6 | None |
| Food And Beverage Studies 1 | SHMB111 | 4HMB111 | 15 | 6 | Equivalent to SHMB112/4HMB112 |
| Culinary Studies 1 | SHMC111 | 4HMC111 | 15 | 5 | Equivalent to SHHA111/4HHA111 |
| SEMESTER 2 | | | | | |
| Culinary Studies 2 | SHMC112 | 4HMC112 | 15 | 5 | None |
| Hospitality Information Systems 2 | SHMI112 | 4HMI112 | 8 | 6 | None |
| Hospitality Management 1 - Applied Principles | SHMM112 | 4HMM112 | 8 | 5 | None |
| Hospitality Financial Management 1 | SHMF112 | 4HMF112 | 8 | 6 | Equivalent to CCHM112/2CHM112 |
| Nutrition | SHMG112 | 4HMG112 | 8 | 5 | None |
| Service Excellence | SHMG122 | 4HMG122 | 8 | 5 | Equivalent to SHMG121/4HMG121 |
| TOTAL | | | 124 | | |

SECOND YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|------------------------|------------------|------------------|-----------------|-----------|--|
| SEMESTER 1 | | | | | |
| Culinary Studies 2 (R) | SHMC211 | 4HMC211 | 15 | 5 | SHMC112/4HMC112 Phased out SHMC111/4HMC111 |
| Culinary Studies 3 | SHMC221 | 4HMC221 | 15 | 6 | SHMC111/4HMC111 SHMC112/4HMC112 |

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| German For Hospitality 1 | SHGH111 | 4HGH111 | 8 | 6 | Equivalent to AGHM111/1GHM111 |
| Hospitality Management 2 – Human Resources | SHMM211 | 4HMM211 | 15 | 6 | None |
| Hospitality Industry Law 1 | SHML211 | 4HML211 | 8 | 6 | Equivalent to SHML212/4HML212 |
| Hospitality Behavioural Studies | SHMG211 | 4HMG211 | 8 | 5 | Equivalent to SHMG212/4HMG212 |
| SEMESTER 2 | | | | | |
| Culinary Studies 3 (R) | SHMC212 | 4HMC212 | 15 | 5 | SHMC112/4HMC112 Phased out SHMC111/4HMC111 |
| Culinary Studies 4 | SHMC222 | 4HMC222 | 15 | 6 | SHMC111/4HMC111, SHMC112/4HMC112 |
| Food And Beverage Studies 2 | SHMB212 | 4HMB212 | 15 | 6 | SHMB111/4HMB111 Equivalent to SHMB211 |
| Events Management | SHHM212 | 4HHM212 | 8 | 6 | SHMB111/4HMB111 SHMC111/4HMC111 SHMC112/4SHMC112 Equivalent to SHHM211 |
| German For Hospitality 2 | SHGH112 | 4HGH112 | 8 | 6 | Equivalent to AGHM112/1GHM112 |
| Hospitality Operations 2 – Front Office | SHMP212 | 4HMP212 | 15 | 6 | None |
| TOTAL | | | 115 | | |

THIRD YEAR

| SUBJECT NAME | OLD SUBJECT CODE | NEW SUBJECT CODE | SUBJECT CREDITS | NQF LEVEL | PRE-REQUISITE SUBJECT(S) |
|---|-------------------------|-------------------------|------------------------|------------------|------------------------------------|
| SEMESTER 1 | | | | | |
| Hospitality Financial Management 2 | SHMF311 | 4HMF311 | 15 | 6 | SHMF112/4HMF112 |
| Hospitality Information Systems 3 | SHMI311 | 4HMI311 | 15 | 6 | SHMI111/4HMI111 SHMI112/4HMI112 |
| Hospitality Industry Law 2 | SHML311 | 4HML311 | 8 | 6 | None |
| Hospitality Management 3 – Entrepreneurship | SHMM311 | 4HMM311 | 8 | 6 | None |
| Hospitality Operations 3- Facility Planning | SHMP311 | 4HMP311 | 15 | 6 | None |

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| SEMESTER 2 | | | | | |
| WORK INTEGRATED LEARNING | SHMG312 | 4HMG312 | 60 | 6 | SHGH112/4HGH112 SHHM212 SHMB212 SHMP212/4HMP212 |
| TOTAL | | | 121 | | |
| TOTAL FOR DIPLOMA | | | | 360 | |

Diploma in Hospitality Management

MODULE DESCRIPTIONS

| CODE | MODULE NAME | MODULE DESCRIPTION |
|---------------------|-----------------------------------|--|
| 4HHC111/ SHHC111 | Hospitality Communication | Hospitality Communication is an interactive course designed to help students learn the fundamentals of working in the hospitality industry by improving their communication, self-esteem and presentation skills. The module focuses on intercultural communication, applicable to South Africa, conflict management strategies and forms of business correspondence. Application of workplace scenarios are dealt with throughout the module. |
| 4HMI111/ SHMI111 | Hospitality Information Systems 1 | The aim of this module is to skill students in computer literacy within Windows operating system, browser and word processor applications. |
| 4HMP111/ SHMP111 | Hospitality Operations I | The aim of this module is to introduce students to the scope of the hospitality industry as well as the organisation and structures of hospitality establishments. The module will also provide an overview of aspects of rooms division management, food service, lodging and hospitality careers. |
| 4HMG111/ SHMG111 | Hotel Health and Safety | Hotel Health and Safety gives students a broad look at the different aspects of health and hygiene in the hospitality industry. The module aims to equip students with theoretical and practical knowledge of hazards, micro-organisms, fire safety and basic first aid as required in the hospitality industry. |
| 4HMB111/ SHMB111 | Food and Beverage Studies 1 | The important link between food and beverage service in the hospitality industry cannot be denied. This module provides students with technical skills of set-up and serving as well as |

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| | | theoretical knowledge of the necessary attributes of staff, tea and coffee service and sectors of the hospitality industry. |
| 4HMC111/ SHMC111 | Culinary Studies 1 | This course covers culinary theory, practices and principles. Learners are introduced to tools and equipment and mise-en-place in the kitchen. It focusses on theory, practices and principles of knife skills, dry heat cooking methods, microwave cooking and the use of flavours and flavourings in food fabrication. Hands-on kitchen laboratory experiences introduce the students to basic baking, stocks & soups, eggs, dairy and poultry preparation. Introduction to breakfast cookery is also included. |
| 4HMI112/ SHMI112 | Hospitality Information Systems 2 | The aim of the module is to equip students with basic computer literacy skills in presentation and spreadsheet applications. |
| 4HMG112/ SHMG112 | Nutrition | The module provides the students with a foundation of nutritional principles applied in the food and beverage service operations. The content of the module focuses on the menu choices for various ethnic groups and religions. It also places an emphasis on diet and diseases as well as implementation of good nutritional principles during food preparation. |
| 4HMM112/ SHMM112 | Hospitality Management 1 | This module introduces the student to the core concepts, principles, theories and practices of effective management essential to the successful operation of an enterprise in the hospitality industry. |
| 4HMC112/ SHMC112 | Culinary Studies 2 | This course builds on the theory and practices learned in Culinary Studies 1. Hands-on kitchen laboratory experiences introduce the student to moist heat cooking methods, knife skills, classical cookery methods in sauces, salads, sandwiches, quick breads, vegetables and starch preparation. Emphasis is placed on plate presentation. |
| 4HMG122/ SHMG122 | Service Excellence | The aim of this module is to enlighten students on the importance of service excellence as well as a practical application of how to provide excellent service in all hospitality related environments as service excellence leads to customer satisfaction |

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| | | and loyalty, ultimately promoting the success of the business. |
| 4HMF112/ SHMF112 | Hospitality Financial Management 1 | After completing this module, students should be able to articulate the nature of financial management and its importance in the hospitality industry context. They will use the trial balance and prepare a basic income statement and balance sheet in the prescribed format evidencing correct classification of transactions and balances and incorporating accurate calculations. Basic vertical, horizontal and ratio financial analysis of the income statement and balance sheet and the interpretation of the outcome of each analysis will also be performed. A three-month cash budget and the articulation of the importance of working capital management in the hospitality industry will be performed and emphasised. |
| 4HMP212/ SHMP212 | Hospitality Operations II: Front Office | Front office is often the initial point of physical contact between the customer and the hospitality unit. As a Hospitality professional, students will be required to display knowledge and skills essential to the efficient functioning of this department. |
| 4HMG211/ SHMG211 | Hospitality Behavioural Studies | This module will introduce students to the field of consumer behaviour with specific reference to the hospitality industry. This module aims to enlighten students on decision-making processes of consumers and factors that may influence these decisions. |
| 4HMM211/ SHMM211 | Hospitality Management II | This module presents a systematic approach to human resource management in the hospitality industry, focusing on the staffing and function of management. This module is designed to provide students with an understanding of the importance of human resource management in the hospitality industry. |
| 4HML211/ SHML211 | Hospitality Law 1 | The purpose of the module is to present the history of South African Law and laws which are commonly used in hotel, restaurant, transport and travel services as well as the regulatory instruments that support effective management of the hospitality industry. The module focusses mainly on the law of contract, law of delict and commercial contract. It also develops the students' understanding of key aspects of these |

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| | | laws including how sales contracts are formulated, rights of the parties and liabilities. |
| 4HMC211/ SHMC221 | Culinary Studies 3 | The module builds on the theoretical and practical knowledge gained in the first year. Plate presentation, service styles, menu planning and evaluation is emphasised. Additional culinary skills and techniques such as yeast and gelatine work, meat, poultry, fish and shellfish are incorporated whilst building on the importance of team work, organisation and time management. The module aims to expose students to new cooking methods and ingredients to broaden their culinary horizons. |
| 4HGH111/ SHGH111 | German for Hospitality 1 | The aim of this module is to learn basic communicational skills (listening, speaking, reading and writing) in everyday German. On completion of this module learners should be able to use everyday conversational and communicative phrases, such as: general conversations about learners themselves and other people (e.g. greeting people, introducing yourself, saying where you come from and where you live), conversations in a restaurant/café/hotel, booking a room, using numbers etc. |
| 4HMC222/ SHMC222 | Culinary Studies 4 | This Culinary Studies module focus on kitchen management and utilises the knowledge and practical experience gained in the previous culinary studies modules to challenge students to make use of what they have learned to put together their own balanced and theme-oriented menus for events. The students are then required to manage every aspect of the kitchen for an event including; ordering, preparation and service. |
| 4HMB212/ SHMB212 | Food and Beverage Studies 2 | The module is delivered in both theory and practical whereby students interact with the customers on a regular basis. Students are equipped with skills on serving meals and beverages (alcoholic and non-alcoholic). Learners will learn to apply different serving and clearing techniques. It also gives student a basic knowledge of international wines, law and wine tasting. |
| 4HGH112/ SHGH112 | German for Hospitality 2 | The aim of this module is for learners to build on the knowledge and language skills that they have acquired during the first semester. This will include conversations in a restaurant/ café/ hotel, asking |

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| | | for and giving directions, buying things in shops, etc. Learners will need to know simple grammatical structures and vocabulary that will enable them to construct their own dialogues and interact in a simple way provided the person talks slowly and clearly. |
| 4HHM212/ SHHM212 | Events Management | This module is designed to introduce students to the planning and management of special events. This highly interdisciplinary course addresses the systems, tools and checklists necessary for successful event planning. Students learn the principles of marketing as applied in the events management industry. |
| SHML311 | Hospitality Law 2 | The module introduces the basic framework of consumer, liquor, food as well as labour legislations and how such laws are enforced. Laws which are applied when opening a hospitality business is emphasised. The module also provides focus on how the law protects the consumer/employee in everyday transactions. |
| SHMF311 | Hospitality Financial Management 2 | Hospitality Financial Management 2 revises the performance of basic financial statement analysis with a view to understanding business performance and position. Strategies for business growth and the associated costs thereof, as well as working capital management techniques are covered. Net Present Value and payback period investment analysis methods are used to evaluate investment opportunities and students are taught to compile a business plan which includes a financial budget. |
| SHMM311 | Hospitality Management 3 | The module entrepreneurship focuses on the practical and personal development aspects of starting a new venture. The module presents the concept of entrepreneurship opportunities; discoveries; value creation; customer and market orientation and development; basic feasibility analysis; preparing the marketing and sales; business modeling as well as business planning and analysis. As part of this module, students are expected to organise a seminar on entrepreneurship with the aim of attracting local |

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| | | entrepreneurs and business owners who assist in assessing the quality of the business idea and plan. |
| SHMP311 | Hospitality Operations 3 | This module studies the impact of facility design on facility management. Facility systems include safety & security systems; water and wastewater systems; HVAC systems; lighting systems; laundry system as well as food service equipment. |
| SHMI311 | Hospitality Information Systems 3 | This module introduces the computer systems in the hospitality industry and the practical application of these systems. |
| SHMG312 | Work Integrated Learning | This module builds on the knowledge and skills gained during the programme. It integrates theory and practice in learning. Students work in a fully operational hospitality organisation for a period of six (6) months. |