



School of
Commerce

**University of South Australia
School of Commerce
Division of Business**

Undergraduate Handbook 2008

Bachelor of Business (International Business) - DBIB

and

**Bachelor of Business (International Business)/
Bachelor of Arts (International Studies) - DBIL**

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Welcome From the Head of School

Welcome to the School of Commerce!

The School of Commerce comprises the disciplines of Accounting, Applied Finance, Property, International Business/Economics, and Commercial Law with a total enrolment of over 5032 students and over 90 permanent members of academic and support staff. The staff are dedicated professionals and the School provides a high quality teaching and research environment for students.



The purpose of this handbook is to acquaint you to the services that UniSA and the School of Commerce provides; to advise you of some important information relating to your program; and to inform you of the opportunities for further study and career planning.

I trust that you will find this handbook useful and will enjoy your studies with the School of Commerce.

I look forward to seeing you on your graduation day!

Best Regards,

A handwritten signature in blue ink, appearing to read 'Atique Islam', with a period at the end.

Atique Islam
Head: School of Commerce

Welcome From the Program Director –

International Business programs

On the behalf of the international business academic staff, congratulations on selecting the international business program!

The program will equip you with conceptual, analytical, and strategic decision-making skills necessary for understanding and working within the global business environment. Whilst you will always be able to acquire vocational type skills within your workplace environment, it is our task as academics, through the international business program, to equip you with a set of important business skills which we believe you can only acquire through formal learning within the University environment.



The IB program have a strong international focus and distinguishes itself by being the only programs in South Australia which are explicitly dedicated to the study international business. The programs also distinguish themselves within the Division of Business by specifically allocating a study period to enable students to study overseas on exchange.

My role as Program Director is to assist you on academic matters relating to your program and to provide advice regarding how to add value to your business degree. You may, for example, wish to pursue a structure that is non-standard to the usual program structure, in which case approval is required by me as Program Director.

For more general administrative enquiries regarding your program you can contact either Lyn Nipperess (lyn.nipperess@unisa.edu.au) or Campus Central.

I trust you will find your international business studies both stimulating and enjoyable and that your experience here at UniSA is a rewarding one.

Good luck with your studies and make sure to contact either Lyn or myself if you run into particular difficulties regarding your program structure and course options.

Regards
Ron Donato
Program Director – International Business Programs

Program Director's Contact Details

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School of Commerce Location and Contacts

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Bachelor of Business (International Business) - DBIB

Program overview

The Bachelor of Business (International Business) is an innovative program that provides students with the unique combination of business skills, global focus and international experience necessary to meet the demands of modern business. The program is carefully designed to provide students with highly developed conceptual and business analytical skills, and to enable them to apply problem-solving techniques to strategic decision-making in business.

In addition, the program has the flexibility to enable students to pursue a major sequence in a variety of functional area from other programs within the Division of Business. The program also offers students the exciting opportunity to study at an overseas university for one semester which is supported by one of the most generous exchange scholarships in Australia. From this program, graduates will develop the skills to apply logical, critical and creative solutions to problems faced in the global business environment.

What will I study?

The focus of the international business program is on conceptual and analytical business skills; business strategy and decision-making, and on understanding economic activity as they affect business in the global setting. This highly flexible degree enables students to complete major sequences in a variety of functional areas, including banking and finance, marketing, management, accounting, human resources, tourism and hospitality, as well as languages and cultural studies.

These options allow participants to pursue more specialised interests within a global business framework that will prepare them for a wide range of positions in Australia and overseas. The program also allows students to gain valuable work experience via a work practicum. Core courses in business are typically studied during first year. These courses equip students with a solid foundation in business essentials, providing core knowledge, skills and experience required for their specialist studies in international business.

In the second and third years, students complete the core international business sequence as well as major or minor sequences in various specialised areas. The international business core addresses areas such as international economics, governance and regulation, forecasting and business analysis, business strategy and business economics and applied business econometrics and public policy.

Students may also choose a wide range of electives to enable them to undertake major/minor sequences in other functional areas described above. A key feature of the program is the opportunity for participants to study for one semester at an overseas university. This opportunity is supported by one of Australia's most generous university travel scholarship schemes, provided by the University of South Australia.

Careers: Who will employ me?

Graduates of this program will differentiate themselves from other business graduates because of their specialist analytical, conceptual and strategic business decision-making skills, all of which are essential requirements for modern businesses. According to the Graduate Careers Council of Australia, UniSA international business graduates have high employment prospects, with nearly 90 per cent finding employment in their chosen career after completing their studies in 2007.

Employment and career prospects are excellent for graduates of the Bachelor of Business (International Business) program. Graduates have found employment in a variety of business-related enterprises including large multinational corporations including the banking and finance sector and Government departments such as the Department of Foreign Affairs and Trade, Austrade, Department of Health, Reserve Bank, and State Treasury, and even small businesses with an international focus requiring business graduates.

Program Aims

The international business stream of the Bachelor of Business provides a professional level of education for students to acquire business knowledge and skills in a broad range of disciplines necessary to conduct business in an international environment.

Program Structure

The program requires completion of courses totalling 108 units with a minimum of four courses at level three. The structure is flexible, drawing on the disciplines of economics, international finance and strategy while permitting students to select courses from other fields, including languages, which suit their occupational aspirations and capabilities. Students will have the opportunity to take 18 units (or one half year) of study at an overseas university.

Honours*

Honours in International Business may be undertaken by students who complete an International Business professional major with a credit or higher grade point average.

*Also please see below the following sections *“Scholarships offered by the School”* and *“Further Study in the School of Commerce”*.

Bachelor of Business (International Business) – DBIB Program Schedule

Course name	Area + Cat. No.	Prerequisites
FIRST YEAR		
First Half (Study Period 1, 2 or 3)		
Microeconomics	ECON 1006	Nil
Accounting, Decisions and Accountability	ACCT 1005	Nil
Business Information Systems	INFS 1011	Nil
Introduction to International Relations (see Note 4)	POLI 1010	Nil
Second Half (Study Period 4, 5 or 6)		
Marketing Principles: Trading and Exchange	MARK 1010	Nil
Introduction to Law	LAWS 1002	Nil
Statistics for Business ** Students who have completed Statistical Analysis in Business (MATH 1029) or have received credit for it should not enrol in Statistics for Business (MATH 1052)	MATH 1052	Nil **
Introduction to Management **Students who have completed Work and Organisation (BUSS 1030) or have received credit for it should not enrol in Introduction to Management (BUSS 1054).	BUSS 1054	Nil**
SECOND YEAR		
First Half (Study Period 1, 2 or 3)		
Macroeconomics	ECON 1007	Nil
Finance and Investment	BANK 2005	ACCT 1005
Forecasting and Business Analysis	ECON 2007	MATH 1029, ECON 1006
Elective		*
Second Half (Study Period 4, 5 or 6)		
International Economics	ECON 2009	ECON 1006, ECON 1007
International Currency and Banking Markets	BANK 2006	BANK 2005, BANK 2007
Governance and Regulation in the Global Market (see Note 3)	ECON 3005	ECON 1006, ECON 1007, MATH 1052
Elective		*
THIRD YEAR		
First Half (Study Period 1, 2 or 3)		
Managing Communication in Business (see Note 6) /Overseas Study option	COMM 1054	Nil
Overseas Study option / Elective		*
Overseas Study option / Elective		*
Overseas Study option / Elective		*
Second Half (Study Period 4, 5 or 6)		
Applied Business Econometrics	ECON 3004	72 units including passes in ECON 2007 and MATH 1052
Elective		*
Competitive Strategy	BUSS 3046	72 units including pass in ECON 2009
Elective (Level 3) (see Note 3)		*
* Elective courses may have prerequisites, please check prior to enrolment		

Rules – DBIB Program

- This program comprises:
- seven courses from the Division core
- a major sequence of eight courses specific to the program;
- one other prescribed Broadening Undergraduate Education (BUGE) course from a contrasting discipline;
- four electives to be chosen from within the Division of Business, of which at least one must be a level 3 course from the same program area, unless approval is given by the Program Director for electives to be chosen from another Division;
- and *either* an overseas study option consisting of 18 units of approved study in business, international studies or languages at an overseas university; or Managing Communication in Business and an additional three electives chosen from within the Division of Business, unless approval is given by the Program Director for the electives to be chosen from another Division

Notes

1. All division core courses will be offered in both the first and second half of the year.

The division core comprises:

ACCT 1005 Accounting, Decisions and Accountability

INFS 1011 Business Information Systems

BUSS 1054 Managing Communication in Business

ECON 1006 Microeconomics

MATH 1052 Statistics for Business

LAWS 1002 Introduction to Law

COMM 1054 Introduction to Management

MARK 1010 Marketing Principles: Trading and Exchange

2. The international business major comprises

ECON 1007 Macroeconomics

ECON 2009 International Economics

BANK 2006 International Currency and Banking Markets

ECON 2007 Forecasting and Business Analysis

BANK 2005 Finance and Investment

ECON 3004 Applied Business Econometrics

BUSS 3046 Competitive Strategy

ECON 3005 Governance and Regulations in the Global Market

3. The School of Commerce offers a 4.5 Commerce Work Practicum. Selected students may undertake the 4.5 unit Practicum in place of Elective (Level 3). Entry to the Commerce Work Practicum course will be based strictly on merit and the availability of places.

4. The prescribed BUGE course in this program is POLI 1010 Introduction to International Relations

5. The program of study set out above conforms to the University's Broadening Undergraduate Education Policy.

6. For international students, applicants accepted with an IELTS score less than 7 will be required to enrol in a 2 hour tutorial for COMM 1054 Managing Communication in Business.

7. Students who have studied either course in the following list, will be deemed to have completed the core course requirement only for the purposes of: transition, program transfer, double degrees and transnational programs where a limited range of courses may be available; and granting of credit for related diploma programs such as SAIBT and Eynesbury.

- Macroeconomics/Microeconomics/ Economic Principles
- Introduction to Law/Marketing and Trade Practices Law
- Knowledge Management in Organisations / Business Information Systems
- Statistical Analysis in Business/ Quantitative Methods for Business/ Statistics for Business

Bachelor of Business (International Business), Bachelor of Arts (International Studies) DBIL - Program

Program overview

The Bachelor of Business (International Business), Bachelor of Arts (International Studies) double degree program develops professional level business knowledge and skills needed to conduct business in global and multicultural environment. The double degree program is carefully designed to provide students with highly developed conceptual and business analytical skills.

The program also provides knowledge and skills in critical reflection, interdisciplinary skills and analysis in international relations and cross-cultural comparative studies, and basic communication in a foreign language. Upon completion of the program students will not only have high quality business skills but will also possess and understanding of international relations and a good knowledge of another language and/or culture.

What will I study?

Central to every business degree within UniSA are core set of business courses, typically studied during the first year and is designed to equip students with a solid foundation in essential business principles, and providing core knowledge, skills and experience required for their specialist studies in International Business.

The focus of the international business program is on conceptual and analytical business skills; business strategy and decision-making, and on understanding international trade and finance issues as they affect business in the global setting.

Courses include international economics, finance and investment, forecasting and business analysis, applied business econometrics, business strategy, and public policy. The international studies component combines the study of comparative and cross-cultural analysis of Australia, Asia and Europe, international relations and languages. It is strongly encouraged that students study overseas for at least one semester as a key part of this program.

The courses undertaken overseas are accredited towards this degree and UniSA provides outstanding scholarship arrangements for this purpose. Students of the double degree program will also be able to participate in the Hawke Ambassador scholarship – an exciting new initiative involving working for an NGO overseas for one semester as part of their overseas studies component. Students of this program are required to complete at least four courses in a language other than English and may study any language currently offered at any university in South Australia.

Who will employ me?

There are excellent employment opportunities for graduates of this program to engage their cross-cultural and business skills in Australia and overseas. According to the Graduate Careers Council of Australia, UniSA international business, international studies graduates have high employment prospects, with over 98 per cent finding employment in their chosen career after completing their studies in 2007.

The combination of language, international, political and cultural studies with high quality business skills offered by this program will give students a competitive edge in the international marketplace, where modern business is demanding graduates with a strong multidisciplinary international focus. Graduates may find employment in many

areas of business and commerce. Employment opportunities exist within any organisation seeking strong business graduates with highly-developed business analytical, communication and critical thinking skills.

Other potential employers include government departments and agencies, particularly those concerned with aid, defence, education, the environment, foreign affairs, intelligence, trade, and marketing. Depending on the country and the position, graduates may also have the opportunity to work overseas, as either a visitor or a continuing resident.

In addition, through undertaking studies in a language other than English (or English language studies in the case of international students), graduates will find themselves well placed for employment in an increasingly international setting. Graduates who can demonstrate cultural sensitivity and speak at least one foreign language fluently, will have a clear advantage and may be presented with a wider choice of employment opportunities in a competitive business environment.

Aim

The Bachelor of Business (International Business), Bachelor of Arts (International Studies) double degree program develops students' professional-level business knowledge and skills needed to conduct business in a global and multicultural environment; knowledge and a capacity for critical reflection and professionally-relevant interdisciplinary analysis in international relations and cross-cultural comparative studies; and basic communication skills in a foreign language.

Structure

The Bachelor of Business (International Business), Bachelor of Arts (International Studies) double degree requires completion of courses totalling 144 units. The double degree program consists of:

- A Division of Business core of 8 courses (36 units)
- An international Business major sequence of 8 designated courses (36 points)
- An international Relations major sequence of 8 designated courses (36 points)
- At least four courses in an approved language (18 units)
- An International Study Experience or a Hawke Ambassador International Volunteer experience or a minor of four courses in International Studies

Honours*

Honours in International Business may be undertaken by double degree students who complete an International Business professional major with a credit or higher grade point average. Honours in International Studies may be undertaken by double degree students who complete an International Relations professional major with a credit or higher grade point average.

*Also please see below the following sections “*Scholarships offered by the School*” and “*Further Study in the School of Commerce*”.

Bachelor of Business (International Business), Bachelor of Arts (International Studies) DBIL – Program Schedule

Course name	Area + Cat. No.	Prerequisites
FIRST YEAR		
First Half (Study Period 1, 2 or 3)		
Microeconomics (see Note 1)	ECON 1006	Nil
Accounting, Decisions and Accountability (see Note 1)	ACCT 1005	Nil
Introduction to International Relations (see Note 4)	POLI 1010	Nil
Language 1A (see Note 5)		
Second Half (Study Period 4, 5 or 6)		
Business Information Systems (see Note 1)	INFS 1011	Nil
Global Societies (see Note 4)	POLI 1014	Nil
Language 1B (see Note 5)		
Statistics for Business (see Note 1)	MATH 1052	Nil **
SECOND YEAR		
First Half (Study Period 1, 2 or 3)		
Macroeconomics (see Note 2)	ECON 1007	Nil
Forecasting and Business Analysis (see Note 2)	ECON 2007	MATH 1029, ECON 1006
Globalisation and Regionalism (see Note 4)	POLI 2020	Nil
Language 2A (see Note 5)		
Second Half (Study Period 4, 5 or 6)		
Finance and Investment (see Note 2)	BANK 2005	ACCT 1005
Language 2B (see Note 5)		
International Economics (see Note 2)	ECON 2009	ECON 1006, ECON 1007
Islam and World Politics (see Note 4)	POLI 2022	Nil
THIRD YEAR		
First Half (Study Period 1, 2 or 3)		
Managing Communication in Business (see Note 8) / International Experience Option (see Note 6)	COMM 1054	Nil
International Experience Option / Elective (see Note 6)		*
International Experience Option / Elective (see Note 6)		*
International Experience Option (/ Elective see Note 6)		*
Second Half (Study Period 4, 5 or 6)		
International Currency and Banking Markets (see Note 2)	BANK 2006	BANK 2005, BANK 2007
Governance and Regulation in the Global Market (see Note 2)	ECON 3005	ECON 1006, ECON 1007, MATH 1029
Contemporary International Political Economy (see Note 4)	POLI 3012	Nil
Introduction to Management (see Note 1)	BUSS 1054	Nil**
FOURTH YEAR		
First Half (Study Period 1, 2 or 3)		
International Business Elective (see Note 3)		*
Introduction to Law (see Note 1)	LAWS 1002	Nil
Global Governance: Utopia and Reality (see Note 4)	POLI 2021	Nil
World Order: Theoretical Interrogations (see Note 4)	POLI 2011	POLI 1010
Second Half (Study Period 4, 5 or 6)		
Global Security and Sustainability (see Note 4)	POLI 3011	Nil
Applied Business Econometrics (see Note 2) ECON 2007 Forecasting and Business Analysis and MATH 1029 Statistical Analysis in Business.	ECON 3004	**
Marketing Principles: Trading and Exchange (see Note 1)	MARK 1010	Nil
Competitive Strategy (see Note 2)	BUSS 3046	**
**72 units including pass in ECON 2009.Co-reqs.ECON 3005		
* Elective courses may have prerequisites, please check prior to enrolment		

Rules

1. The program comprises:

- a Division of Business core of eight courses which are offered in both the first and second half of the year;
- a professional major sequence of eight courses specific to the International Business program and an International Business elective.
- a professional major sequence of eight courses in International Relations;
- at least four courses in a language other than English (or English as a Foreign Language courses for overseas students from a non-English speaking background);
- and an International Study Experience consisting of 18 units of approved study in languages or international studies or business at an overseas university or a Hawke Ambassador International Volunteer Experience
- or four courses chosen from International Studies or two courses of further study of a language and two International Studies courses.

2. Credit is granted for relevant studies completed at a tertiary educational institution or equivalent level. Maximum credit granted is half the courses of the program (i.e. 72 units). Furthermore, students are required to undertake at least 36 units from the Business component and at least 36 units from the International Studies component (including international relations, languages and the overseas study option if it is taken).

3. If an international study or volunteer experience option is not taken, students complete their program according to the following modified program schedule:

THIRD YEAR**First half of the year**

International Business Elective (see note 3)

BUSS 1054 Introduction to Management (see Note 1)

POLI 2011 World Order: Theoretical Interrogations (see Note 4)

- Language 3A or International Studies elective (see Note 6)

Second half of the year

ECON 2009 International Economics (see note 2)

POLI 3012 Contemporary International Political Economy (see Note 4)

- Language 3B or International Studies elective (see Note 6)

ECON 3005 Governance and Regulation in the Global Market (see note 2)

FOURTH YEAR**First half of the year**

POLI 2021 Global Governance: Utopia and Reality (see Note 4)

- International Studies elective (see Note 6)

LAWS 1002 Introduction to Law (see Note 1)

- International Studies Elective (see note 6)

Second half of the year

BUSS 3026 Competitive Strategy

BANK 2006 International Currency and Banking Markets (see Note 2)

POLI 3011 Global Security and Sustainability (see Note 4)

ECON 3004 Applied Business Econometrics (see note 2)

4. Graduates of the Bachelor of Business (International Business) or Bachelor of Arts (International Studies) are eligible for admission to the Bachelor of Management/Bachelor of Arts (International Studies).

5. Students may transfer from the Bachelor of Business (International Business), Bachelor of Arts (International Studies) double degree program to either the Bachelor of Business (International Business) or the Bachelor of Arts (International Studies).

Notes

1. This course is one of the compulsory Division of Business core of seven courses. All Division of Business core courses will be offered in both the first and second half of the year.

Division of Business core courses

ACCT 1005 Accounting, Decisions and Accountability
 INFS 1011 Business Information Systems
 ECON 1006 Microeconomics
 LAWS 1002 Introduction to Law
 MARK 1010 Marketing Principles: Trading and Exchange
 MATH 1052 Statistics for Business
 BUSS 1054 Introduction to Management

2. This course is one of the major sequence of eight courses specific to International Business.

International Business major

BANK 2005 Finance and Investment
 ECON 2007 Forecasting and Business Analysis
 BANK 2006 International Currency and Banking Markets
 ECON 3004 Applied Business Econometrics
 BUSS 3026 Competitive Strategy
 ECON 1007 Macroeconomics
 ECON 2009 International Economics
 ECON 3005 Governance and Regulation in the Global market

3. This course is a business elective that must be chosen from within the Division of Business.

4. This course is one of the eight compulsory courses in the professional major in International Relations. They are:

International Relations major

POLI 1010 Introduction to International Relations
 POLI 1014 Global Societies
 POLI 2021 Global Governance: Utopia and Reality
 POLI 2020 Globalisation and Regionalism
 POLI 2011 World Order: Theoretical Interrogations
 POLI 2022 Islam and World Politics
 POLI 3011 Global Security and Sustainability
 POLI 3012 Contemporary International Political Economy

5. This course is a surrogate for one of the four languages courses which are chosen by students from one of the languages taught by academic staff of the University of South Australia (Arabic, French, Italian or Japanese) or from those available by cross-institutional cooperation (including Mandarin Chinese, German, Modern Greek, Indonesian or Spanish) under arrangements approved by the Languages Coordinator. Overseas students from non-English speaking backgrounds may take 18 units of coursework in English as an Additional Language in place of 18 units in a language other than English.

6. The four courses in first half of third year may be 18 units of studies in languages or international studies or business or management at an overseas university as an International Study Experience. A Hawke Ambassador International Volunteer Experience is an alternative overseas option. If an overseas option is not taken, four courses are chosen from International Studies or students complete two courses of further study of a language and two International Studies courses. The International Studies courses may be chosen from the International Studies general studies major/minor courses:

(www.unisanet.unisa.edu.au/MajorMinor/DisplayMajor.asp)

7. The program of study set out above conforms to the University's Broadening Undergraduate Education policy.

8. For international students, applicants accepted with an IELTS score less than 7 will be required to enrol in a 2 hour tutorial for COMM 1054 Managing Communication in Business.

9. Students who have studied either course in the following list will be deemed to have completed the core course requirement only for the purposes of: transition, program transfer, double degrees and transnational programs where a limited range of courses may be available; and granting of credit for related diploma programs such as SAIBT and Eynesbury.

- Macroeconomics/Microeconomics/ Economic Principles
- Introduction to Law/Marketing and Trade Practices Law
- Knowledge Management in Organisations / Business Information Systems
- Statistical Analysis in Business/ Quantitative Methods for Business/ Statistics for Business

Overseas Study Option – DBIB and DBIL programs

An integral part of the international business program (both single and double degree) is the opportunity to study for one study period at an overseas university. The Division of Business has extensive study exchange linkages with some of the leading business schools from a range of countries including universities from the US, Canada, the UK, Japan and select European countries. Furthermore, generous scholarships are available to assist students who intend studying overseas.

The feedback from students has been unanimous in that studying overseas has been one of the 'best ever experiences'. Overseas study will give you a sense of perspective regarding the scale and scope of the global economic environment and the range of possibilities and opportunities that are available to you when you enter the world of business. It will provide you with an invaluable experience and contributes to your personal and academic development and is considered favourably by many employers.

For specific details regarding who are our exchange partners, scholarship arrangements and application forms visit the exchange website at:

www.unisa.edu.au/partner/exchange/default.asp

Have a look at student testimonials on the exchange website which gives an account of some of the great experiences students have had on exchange

Hawke Ambassadorship – International Volunteer Experience Program – DBIL program only

Students in the double degree DBIL program also have the option to participate in an international volunteering placement and internship Program for students at the University of South Australia. Called the *Hawke Ambassador International Volunteer Experience Program*, it has the support of the Honourable Mr Bob Hawke, former Prime Minister of Australia.

The Hawke Ambassador Program is worth 18 units (typically one semester of full-time study) towards a Bachelor degree. For Double Degree students, the Program is offered as an alternative to the existing Study Abroad semester. The Hawke Ambassador International Volunteer Experience Program differs from traditional international exchange or study abroad Programs. Students will be based within an international non-government organisation (NGO), usually in an overseas location and working as a volunteer, rather than undertaking formal study at an overseas university.

Students who are unable to travel overseas are able to work as a volunteer in a local, internationally focused Program and receive 18 units towards their degree. The Program offers an opportunity for Australian and international students in the above degree Programs to work in international and intercultural situations, and to volunteer their time and intellect in the service of others. It will assist with academic achievement, broader global and societal understanding, and leadership capacity.

For more details of the overseas work experience program see:

<http://www.unisa.edu.au/hawkecentre/NewGeneration/HawkeAmbassadors/default.asp#The>

Business Electives - Majors/Minors/Sequences –

For Single Degree DBIB students

As part of your single DBIB degree program you have a choice of 7 electives. These electives can be taken in either of two ways within your degree program:

- Studying overseas studies plus 4 electives chosen from within the Division of Business; **OR** if you choose not to go overseas then,
- You must do 7 electives from chosen within the Division of Business plus Managing Communication in Business of which one elective must be at level 3.

To maximise the benefits of your elective studies it is strongly recommended you choose a number of courses clustered around at least one other specific discipline area within the Division of Business.

Specifically if you choose not to go overseas then it is important that you cluster your elective options around a one or two discipline areas taken from another program within the Division of Business.

You can choose electives from a range of other programs including for example:

Marketing; Tourism and Hospitality; Human Resource Management; Finance; Commerce ; Property, etc. etc.

Choosing a clustered set of electives around another discipline area can enhance your attraction to employers who may desire graduates who have developed a range of knowledge and skills that are complementary to your IB degree. Note that you will need to be mindful of pre-requisites required for the advanced level 2 and level 3 elective courses and you will need to re-jig your study plan to accommodate this.

To find out more specific details regarding the majors/minors elective choices in other discipline areas from which you can choose to augment with your IB degree refer to the following web page: <http://www.unisa.edu.au/business/students/mme.asp>

If you have queries regarding how to accommodate a major sequence in another discipline area within the DBIB program please don't hesitate to contact either myself or Lyn Nipperess.

For initial academic and program enquires contact

Program Academic Advisor (Support to Program Director)

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Telephone: 08 8302 0294

Program Director

Name: Ron Donato

Email: ronald.donato@unisa.edu.au (The most convenient way to contact me)

Telephone: 83020319

Commerce Work Practicum (BUSS 3051)

The Commerce Practicum is a non-paid 150-hour project supervised by both a UniSA Academic Supervisor and a host organisation. Participating in a practicum provides you with the opportunity to apply the theories of your discipline in a practical and actual business setting whilst also obtaining 4.5 unit credits towards the elective course BUSS 3051.

It also gives you the chance to develop valuable workplace skills that will greatly enhance your employability. By taking a work placement you will develop a greater insight of the business environment and begin identifying the career path that most suits you, while making valuable industry contacts along the way. You will be assessed on the investigation and analysis of the assigned project work you have undertaken for the host organisation.

The School of Commerce will be introducing a limited number of placements in SP2 and SP5 2008 and accordingly the Practicum will be merit-selected. Students will be required to have a credit Grade Point Average and will be interviewed and selected by the Practicum course coordinator (for 2008 will be Mr. Ron Donato) before being accepted for the Practicum. The Coordinator will match students to Host Organisations and academic supervisors and will make every effort to ensure that students are capable of fulfilling the requirements of the placement.

For further details and updates please refer to the student information kit document (available from www.unisa.edu.au/commerce/) and visit the course home page <http://www.unisanet.unisa.edu.au/courses/course.asp?Course=buss3051&Year=2008>

For further information about Commerce Work Practicum please contact:

Ron Donato
Program Director
School of Commerce
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Email: ronald.donato@unisa.edu.au

Career Options

International Business Programs (DBIB and DBIL)

What are my career options?

UniSA's International Business programs opens up a world of exciting opportunities for graduates ready to meet the demands of modern business with a global perspective. With specialist skills and knowledge that allow you to conduct business in an international environment, graduates can look for work with companies in Australia that do business with the rest of the world and with the many businesses who are trading internationally, right around the globe.



Your strong set of specific business skills acquired through the program, essential in a global business environment, are transferable across the full range of industry sectors. Given the International Business program's focus on analytical, conceptual, and strategic decision-making skills within a global context, international business graduates have a range of employment opportunities and occupational areas open to them. Graduates will be able to choose from a variety of occupations that include economist; project and planning officer, business and financial analyst, trade development, importer/exporter, business development manager, policy officer and leading up to general management roles.

A range of employment opportunities across the full spectrum of industry sectors are open to international business graduates. Both government and private sector organisations are major employers of international business graduates. Potential private sector employers include manufacturing, wholesale and service industries as well as large and small organisations that have an international focus. In addition a significant proportion of International Business graduates are also employed by Government including Treasury, Foreign Affairs and Trade and Health as well as various other government departments.

Visit *UniSA's Career Services* for information about business administration and other graduate positions, recruitment timetables, and assistance with resume preparation and honing of interview skills at www.unisanet.unisa.edu.au/careers/

Careers Management Workshop - specifically for International Business Students

In order to better prepare you for your professional career prospects, international business students will be provided with a specialised career management workshop in each of the first three years of study.

Tentative dates for the career management workshops are detailed below.

Please make sure to check your email on a frequent basis as more information, as they come to hand, will be sent to you closer to the date.

Year	Week	Proposed Date	Time	Room
Orientation	week 0 SP2	Monday 25/2/2008		HH4-08
1st years	week 3 SP5	Friday 15/8/2008	12:00 – 1:00	t.b.a.
2nd years	week 4 SP5	Friday 22/8/2008	12:00 – 1:00	t.b.a.
3rd years	week 5 SP2	Friday 04/4/2008	12:00 – 1:00	t.b.a.

Academic Staff Profile – International Business

Staff who may teach you

Mr. Ron Donato – Program Director

Ron has Masters of Economics from Adelaide University and is currently completing a PhD in Economics at Monash University. He has been researching in the area of health economics for the past decade, and has published in a number of international journals, including: Journal of Orthopsychiatry; Journal of Health Services Research Policy; and International Journal of Pharmacy Practice; and the British Medical Journal. Ron's current research is primarily in the area of economics of health care reform, with a particular focus on managed competition. Other related research include the application capitated risk-adjustment in the Australian context and the economics of contracting in health care. He is the program director for the international business programs and teaches in international economics, competitive strategy and health economics.

Mr Ken Adams

Ken has taught economics for over 30 years at high schools, TAFE and University. He has also taught in Hong-Kong, Singapore, Malaysia and China. He is an expert at assisting students to make the transition to university. His teaching has been recognised as outstanding. He has received school based, and Division based awards for teaching and was a co recipient of the Vice-Chancellor's award for Innovation in 'Learning to learn' in 2003. In 2006 he was a part of the team receiving a National Carrick Award for Australian University Teaching, awarded for Outstanding Contributions to Student Learning. He is co-author of *Real World Economics*, published by McGraw Hill, Sydney. A member of the Economics Teachers Society of South Australia, when he is not teaching Ken enjoys relaxing by the beach with a fine wine, or playing, watching or thinking about golf, football, cricket and most other sports you can think of.

Mr. George Bredon

George has a honours degree in economics from the University of Natal in South Africa and a masters degree in economics from the University of Kent at Canterbury. George's expertise has been in writing distance education materials and study guides. He holds a Teaching Excellence Award conferred on him by the University. In 2004, two of his study guides (co-authored with Peter Curnow) were part of a teaching and learning package published by McGraw-Hill that won The Australian Award for Excellence in Educational Publishing. George's research areas of interest centre almost entirely around economics education particularly as regards the use of technology in education. He is an Online Consultant to the Journal of Economic Education (USA). He has published articles about online delivery technologies, distance education and computer-aided instruction. George's current area of research interest is online assessment

Dr. Tony Cavoli

Tony has a PhD from the University of Adelaide and has previously taught at the University of Adelaide and the Queensland University of Technology. His research interests span the areas of open-economy macroeconomics and international economic policy and include topics such as exchange rate regimes, monetary policies, trade and financial integration. His work is applied mainly to Asian economies. He has written several book chapters and published in the *Asian Economic Journal*, *Economic Modelling*, *Journal of Economic Development*, *China and the World Economy* and *India Macroeconomics Annual* among others. He is currently working on a book with Ramkishen Rajan and the links between institutional quality and exchange rate regimes (with John Wilson). When he is not working Tony enjoys spending time with his family, riding his bike and watching and playing soccer.

Dr. Xin Deng

Xin Deng is a lecturer in economics. She completed her PhD at Monash University and her PhD thesis is about applying economic measures to combat negative impacts of motor vehicles. Her research covers a variety of fields including environmental economics, transport economics and economic education. She has published in various peer-reviewed international journals. She is currently doing research on economic evaluation of motor vehicle emission in China and student attrition patterns. This year she will be coordinating Microeconomics and Governance and Regulation in Global market.

Dr. Gigi Foster

Dr Gigi Foster is a senior lecturer at the University of South Australia's School of Commerce, having received her BA from Yale University and her PhD in economics from the University of Maryland. Her primary research interests centre on the effects of human sorting patterns and social context on outcomes, particularly in tertiary education. She is also interested in the association of students' individual learning styles with their academic performance, and in the consequences of modern teaching institutions for the distribution of educational outcomes. Dr Foster's research has been supported by the University of South Australia, the University of Maryland, and the Spencer Foundation, and has been published in several leading international journals, including the *Journal of Public Economics and Human Relations*. She enjoys teaching quantitative methods and applied micro-econometrics.

Ms Nicky Kassoudakis

Nicky has been the tutor coordinator and on-line tutor in first year economics and Open Learning for over five years. She has an honours degree in economics from the University of South Australia. She has wide experience in teaching and assisting students make the transition to first-year, having also taught at the South Australian Institute of Business Technology and The Eynesbury Institute. Nicky has interests in travelling and looking after her young family.

Professor David Round

David is Professor of Economics and Director, Centre for Regulation and Market Analysis. He is also Adjunct Professor of Economics at the University of Delaware. David was previously at the University of Adelaide and has held visiting positions at Duke University, the University of Delaware, the College of William and Mary, Wesleyan University, and Vanderbilt University. He has twice been a Visiting Erskine Fellow at the University of Canterbury NZ.

David has authored around 100 papers in leading Australian and international journals, on industrial economics, competition policy and antitrust topics. He currently serves on the editorial board of Review of Industrial Organisation, Australian Economic Papers, and the Australian Journal of Economic Education.

David has served on a number of regulator tribunals including: the Trade Practices Commission in Australia, the Australian Competition and Consumer Commission, the Australian Competition Tribunal, the Australian Telecommunications Authority (AUSTEL), and the Australian Communications Authority. He was Chairman of the Employment Services Regulatory Authority. He has acted as a consultant to a large number of Australian and New Zealand companies, law firms and regulatory agencies. He enjoys travel, the theatre, fine wine and food and watching Australian Rules football.

Dr. Martin Shanahan

Martin Shanahan is an Associate Professor in economics. He completed his PhD at Flinders University and researches in a variety of fields including economic history, wealth and income distribution, law and economics, applied cost-benefit analysis and economic education. He is currently co-editor of the Australian Economic History Review. He has co-edited two books, Globalisation: Australian Regional Perspectives and Australian Labour History Reconsidered and written numerous book chapters and journal articles. He is currently doing research on water pricing on the Murray; the history of anti-trust legislation in Australia; globalisation and inequality (with John Wilson) and the factors influencing students' learning in economics (with Gigi Foster). He is deputy director of the Centre for Regulation and Market Analysis and research degrees coordinator for the school. Outside of university he is interested in cricket, music and building garden walls. He is married with two school age children.

Dr. John Wilson

John Wilson is a lecturer in economics. He completed undergraduate studies at the University of South Australia before obtaining his PhD in Economics at the University of Adelaide. John has research interests in a wide variety of applied issues. He has published in the *Journal of Environmental Economics and Management* and *The Australian Economic History Review*. He is currently undertaking research examining globalisation and inequality (with Martin Shanahan), the relationship between political competition and corruption, the links between institutional quality and exchange rate regimes (with Tony Cavoli), linkages between problem gambling and crime (with Sarah Wheeler and David Round), and the economics of team sports. He is a member of the Centre for Regulation and Market Analysis. In 2008, John will be teaching Microeconomics, International Economics and Competitive Strategy.

Other Study Options

Business Double Degree (DBDD)

Why Choose a Business Double Degree?

The Business Double Degree gives you complete flexibility - you are no longer bound by tradition, or what the University specifies. If you can see an opportunity in the work environment, you can select the degree combination which will help you take advantage!

Interest in double degree programs is on the increase - why? Having a good degree is essential in today's competitive graduate job market. The number of students enrolling in university programs is at its highest rate ever, so what will make you stand out from the crowd when employers are looking at your CV? A Business Double Degree at UniSA!

Key Benefits to You

- YOU decide what combination of degrees you want to study of any B. Business, B. Applied Finance, B. Commerce, B. Management and B. Arts (International Studies, Aboriginal Policy and Management, Aboriginal Studies, Australian Studies) degrees. There are over 100 possible combinations.
- YOU will receive two parchments - one for each degree you study.
- YOU only need to study for a minimum 4 years full time (or the equivalent part-time).
- YOU will be able to choose wider career options and greater opportunities now and further down the track.
- YOU will have accelerated career prospects as increasingly employers are looking for multi skilled employees.

Program Length

The Business Double Degree can be completed in a minimum of 4 years full-time or part time equivalent. More information on the Business Double Degree can be found at www.unisanet.unisa.edu.au/programs/program.asp?Program=DBDD&Year=2008

Further Study in the School of Commerce

Honours Programs

Bachelor of Business (Honours), Bachelor of Management (Honours), Bachelor of Commerce (Honours) DHBB - Program

It is possible to undertake an Honours year. By providing graduates with opportunities for advanced study in various business and management discipline areas, this program is designed to develop in graduates the ability to undertake academic research and proceed to PhD work.

The program is available in three options:

- A. Bachelor of Business (Honours)
- B. Bachelor of Management (Honours)
- C. Bachelor of Commerce (Honours)

Students may enrol in the option of their choice. The program of study for each option is identical. There are two intakes per year, Study Period 2 and Study Period 5

Program overview

The Honours program provides an advanced year of study through coursework and a thesis in Business, Commerce, Marketing or Management for students who have completed an undergraduate degree with superior grades in a business-related discipline. It can be taken in any area of business under qualified supervision, and is intended to develop research skills and the ability to carry out research, in preparation for either an academic career or a career in business and/or government.

Successful completion of the Honours program is rewarded with a prestigious undergraduate qualification which gives a competitive edge to graduates on seeking professional employment and is also recognised worldwide as a direct entry path to a PhD. The honours year is a unique opportunity to learn and develop your research skills, while also acquiring expertise in a specialist area of research interest within a single year of study.

What will I study?

The first study period of the Honours program involves classes/workshops in Research Methods and Data Analysis. Students also participate in and provide a critique of seminars by visiting researchers and undertake a literature review on a topic of their interest. The study period is devoted to developing and writing a thesis under supervision of a senior academic in one of the fields of accounting, economics, finance, business law, business education, human resource management, entrepreneurship, marketing or sport & recreation management.

Who will employ me?

UniSA Honours graduates are either employed in high-status roles within government, banking, professional firms and other prominent corporations, or have gone on to successfully complete PhD studies.

An honours degree develops advanced thinking and analytical capabilities that give honours graduates a competitive advantage when initially seeking a professional position and also over their longer-term career.

For further information about DHBB Programs please contact:

Dr Manjit Monga
Program Director - Honours
Office: EM3-26
Telephone: 8 830 20425
Fax: 8 830 20512
Email: manjit.monga@unisa.edu.au

Commerce Society

The Commerce Society of the School of Commerce, University of South Australia endeavours to offer services to students that can assist them with their current studies, career assistance whilst providing another avenue with which to meet other fellow Commerce related students at the University.



The Society is an initiative of the students from the School of Commerce. It offers a range of activities and services for students. The group offers a range of services that have proven to be of valuable assistance to those students in their later stages of study, whilst providing information for career development and the relevant details for events put on by the Society itself. The Society also, provides a platform for students to sell/exchange second hand books.

For further information on the Commerce Society and the book exchange service please go to www.unisa.edu.au/commerce/commerce_society.asp

Graduate Qualities

All UniSA programs and courses are designed around a unique set of seven (stated below) Graduate Qualities which ensure that UniSA students graduate with the skills and knowledge required of a modern, global professional.

A graduate of the University of South Australia:

1. operates effectively with and upon a body of knowledge of sufficient depth to begin professional practice
2. is prepared for life-long learning in pursuit of personal development and excellence in professional practice
3. is an effective problem solver, capable of applying logical, critical, and creative thinking to a range of problems
4. can work both autonomously and collaboratively as a professional
5. is committed to ethical action and social responsibility as a professional and citizen
6. communicates effectively in professional practice and as a member of the community
7. demonstrates international perspectives as a professional and as a citizen.

Each of the qualities has indicators which serve as a guide to their development. You can learn more about UniSA's Graduate Qualities at this website:

www.unisanet.unisa.edu.au/gradquals/

Important Dates for 2008

For information about summer school and the other study periods please visit <http://www.unisa.edu.au/future/study/2008calendar.asp>

Study Period Two – FIRST HALF OF YEAR	
Core teaching 3/3/2008 to 4/7/2008*	
<i>*(Students should consult their timetable for exact teaching dates. Core teaching dates are approximate and will vary in a small percentage of courses).</i>	
Orientation to UniSA for International Students	18 - 22 Feb
Orientation Activities	Feb to Apr
Enrolment add deadline	14 Mar
Due date for payment – Study Period 2 (Domestic/International 1 st instalment)	17 Mar
Due date for payment – Study Period 2 (International 2 nd instalment)	17 Apr
Census date	31 Mar
Teaching Break	14 - 25 Apr
Final date for Withdraw Without Fail (W)	2 May
Final date for Withdraw Fail (WF)	16 May
Study Period Five – SECOND HALF OF YEAR	
Core teaching 28/07/2008 to 28/11/2008*	
<i>*(Students should consult their timetable for exact teaching dates. Core teaching dates are approximate and will vary in a small percentage of courses).</i>	
Orientation to UniSA for International Students	14 - 18 July
Orientation Activities	July to Sep
Enrolment add deadline	15 Aug
Due date for payment – Study Period 5 (Domestic/International 1 st instalment)	17 Aug
Due date for payment – Study Period 5 (International 2 nd instalment)	17 Sep
Census date	31 Aug
Final date for Withdraw Without Fail (W)	19 Sep
Teaching Break	22 Sept – 3 Oct
Final date for Withdraw Fail (WF)	17 Oct
Examinations	
Mid Year	21 Jun-5 Jul
End of Year	15 – 29 Nov
Summer (2008/9)	3/11/-8- 29/2/09
Holidays	
Mid Year Break	7 – 25 July
End of Year Break	1 Dec 08 – Feb 09
Please note: These dates may vary depending on the study periods you enrol in.	

Important Academic Information

Attendance Expectations and Requirements

Students are expected to attend the lectures, tutorials and practicals of each course in which they are enrolled. Please refer to the Course Information Booklet for each lecturer's expectations.

International Students: You must attend at least 80 percent of the contact hours for each study period of your program. For further information about mandatory student obligations and visa conditions please visit the Department of Immigration and Multicultural Affairs (DIMIA)

www.immi.gov.au/students/students/573-2/obligations-student.htm

Learning Approach

For internal students, the program may involve lecture and tutorial classes, practicals in the computer labs, seminars, project work and assignments. Students are expected to develop their abilities to work in groups and to present effectively in both oral and written forms. Part of the assessment may require team work and formal presentations in tutorials.

Program Load

One of the big differences between studying at university and studying at school or TAFE is the way your study time is organised.

The School of Commerce programs are designed as 3 full-time or part-time equivalent for single degrees and 4 years full-time or part-time equivalent for double degrees.

Full-time students will normally undertake up to 12 hours per week of class contact time while part-time students will normally undertake up to six hours per week of classes.

Contact time or time that you spend in formal classes, is only about a quarter of your total study workload. Non-contact time or time that you spend preparing for tutorials, reviewing lectures, researching, preparing assignments etc, is about three times as much as your contact time.

Students will need to work at least two to three times as many hours in private study in order to cope with the requirements of their program. This means you will have 8-9 hours out-of-class time for a 3 – hour class, which is a total of 11-12 hours per week for the course. For a full-time load this adds up to 44 hours each week or 22 hours for a half time load. Unless you consistently make this commitment of time you will find it hard to keep up, achieve high grades or be prepared for exams at the end of study period.

Planning Your Time

As a University student you are totally responsible for your own study program and habits. In order to succeed, you will need to plan your study time carefully and systematically.

In estimating the time and effort required for individual assignments, some students find the consideration of the following factors useful:

- the complexity (for you) of the topic to be addressed;
- the expected length for written assignments;
- how many marks the assignment is worth (not always a good indicator as some assignments are set with a low value but are required to be completed to ensure that you understand the material so far).

Remember that one of the characteristics of a successful student is how effectively he or she can organise and use the non-contact study time (see above). For further information on time management and study skills, please refer to the Learning Connection website:

www.unisanet.unisa.edu.au/learningconnection/student/default.asp

Sometimes difficulties arise which are beyond your control. In these situations approach academic and student support staff for help as early as possible.

Services for Students

Email

Each student will receive an email address. You will receive information via email throughout the year. Course Coordinators may choose to distribute course administrative information this way. You are advised to check your email daily and to keep your email account maintained.

Library

The University Library provides reference material and services to all Schools of the University of South Australia. On the City West Campus, the Library is located in the Catherine Helen Spence Building. The Library conducts tours early in the first half of the year, students are encouraged to attend.

Computer Facilities

There are computer facilities and terminals available for the use of students and staff. The main computer pool for the School of Commerce students is located in the George Kingston Building, City West Campus.

In addition, computer pools on other campuses of the University are available for use by University of South Australia students. However, there is a range of specific software installed in each pool, and students should check with the software listings on the noticeboards of each pool to determine whether the computers have the software they require.

Rules require that students do not eat or drink in the computer rooms. The use of computers is restricted to study-related work. Students using them for personal use, especially for games, will be asked to leave. The display of offensive or pornographic material may lead to penalties.

Further details of the computing facilities at the University are presented at the Computer workshops during Orientation.

Learning Connection

The Learning Connection provides a wide range of services for students including: counselling, learning support, welfare and careers advice, referral and general information. The Learning Connection Centre is located in the Yungondi Building, Ground Floor (City West), www.unisanet.unisa.edu.au/learningconnection/ Phone: 8302 0022 or 1300 656 377(cost of a local call).

Charter of Student Conduct

The University of South Australia is committed to ensuring that students are offered a quality teaching and learning environment that recognises and places priority on their needs as adult learners. To achieve this and to enable students to have access to the best possible experience, the University recognises the importance of a supportive and flexible educational environment.

The above ideals are reflected in the University's 'student centred' approach to teaching and learning. [Student centred learning](#) encourages students to be actively involved in the planning and managing of their learning opportunities. Thus, a student centred approach to teaching and learning enables students to exercise some measure of control over how, when and what they learn. At the same time, adoption of this framework means that students must also take personal responsibility for their learning. For these reasons it is important for both staff and students to be aware of their mutual obligations under the University's student centred approach to teaching and learning.

The Student Charter of Conduct for the School of Commerce provides guidance on this set of mutual obligations. First, it establishes the *expectations* that students are reasonably entitled to hold with regard to the teaching and learning environment provided to them. Second, it establishes the *responsibilities* placed upon students within this teaching and learning environment over the course of their studies. The expectations described in this document are drawn from various University policies and procedures, which are referenced throughout.

It is an expectation that provision of clear guidance of the expectations and responsibilities associated with being a student within the School of Commerce at UniSA will facilitate a cooperative and productive relationship between staff and students of the School. Additionally, by focusing attention on and upholding those standards of ethical behaviour outlined in the University's [Code of Ethical Conduct](#), it is hoped that students will be encouraged to attempt to gain maximum benefit from their experience of the teaching and learning environment at UniSA.

Student Expectations	Student Responsibilities
<i>Students can expect:</i>	<i>Students have a responsibility to:</i>
1 Equity and Ethics	
To be treated with courtesy and with respect.	Always treat staff and other students politely, courteously and with respect in all interactions.
That attempts will be made to address their reasonable needs in a timely and appropriate manner regardless of gender, age, ethnicity, disability, sexual preference, religious orientation or any other personal attribute. All students regardless of their backgrounds or characteristics are provided with an equal opportunity to learn. See University Teaching , Equal Opportunity , Anti racism , Students with disabilities	Not discriminate against or harass fellow students or staff on the basis of gender, age, ethnicity, disability, sexual preference or religious beliefs and customs.
To be provided with a safe and stimulating environment. See OHSW and Damage to University Property , By-law 7 disorderly or offensive behaviour	Respect University property, observe rules and contribute to campus life.

To be allowed to communicate informed judgments and perspectives freely through rational debate within appropriate forums. See Equal Opportunity	Respect the rights of others to hold different views to your own, and to handle disagreement responsibly.
That any personal information obtained by the University is kept confidential subject to the student's request and that personal privacy is respected. See Integrity and Confidentiality	Always respect the personal privacy of others.
2 Program and Course Information, Delivery and Support	
2.1 Information about Courses and methods of communication	
That accurate and up to date information is provided and is readily available on all aspects of a course or program, including information on admissions, enrolment, course content and aims, assessment requirements and relevant University policies. See Course Information Booklets , The University's Online Environment and UniSAnet .	Be aware of any information relevant to your course or program. This may mean accessing electronic material or attending information/orientation sessions.
That the requirements of the course and expectations of students will be clearly defined, communicated and adhered to by teaching staff at the beginning of the semester. See Course Information Booklets and The University's Online Environment	Be aware of course requirements and expectations including meeting all attendance requirements, actively participating in class discussions, preparing for classes by completing assigned reading or tasks, etc. (e.g. preparation for tutorials). Read course information booklets and check course home pages, myUniSA , and your email for updates. Be aware that the official method of communication at UniSA is via email and that your lecturers will also often communicate via websites and discussion groups that are linked to course homepages
2.2 Staff Access and Support	
To have reasonable access to quality teaching staff for individual consultation outside of dedicated class times (in person or by other means, including web-based discussion forums). See University Teaching .	Respect that teaching staff, like students, have many competing demands on their time, in the form of teaching, research and administration, and that student access to individual staff reflects the provision/allocation of a fixed level of workload hours for this purpose. Note that as many teaching staff work part-time, this may further limit their availability for in person contact outside of class time.
That staff will be respectful of and give reasonable and timely consideration to extenuating circumstances, as defined by and allowed for under University Policy, which are affecting academic performance or progress. See University Teaching .	Make sure that teaching staff are advised of any extenuating circumstances that are affecting your academic performance as soon as possible.
That information on and reasonable access to any additional support required, such as disability or language support, is provided. See Disability services	Be familiar with the many support services available to students, and take responsibility for seeking help if needed.
The University's primary method of communication with students is electronic, and includes email. See Assessment Policies and Procedures	Regularly check your email and myUniSA announcements to ensure that you are aware of all current information relating to your course/s and the University in general.

To study in a harmonious learning environment, in which concerns are addressed as quickly as is practical and freedom of expression is respected. See Behaviour and Violence on Campus	Not disrupt the learning of others, whether in the classroom or on discussion boards. Be polite and courteous in all interactions, including in the classroom and via email.
Be free to pursue studies, research, duties or lawful activities in the University and to participate in the life of the University. See Student Misconduct	Behave responsibly and courteously both in class and on campus generally.
2.3 University Facilities	
That equipment and facilities are safe and adhere to Occupational Health and Safety guidelines. See OHSW and Damage to University Property	Treat University facilities and equipment appropriately and follow safety guidelines.
To have reasonable access to any resources and facilities required for successful completion of studies. See Computer Pools and Library Loans Guidelines for students on the use of IT facilities	Plan use of resources such as library books, computers etc. and allow fair access for fellow students. Students are not to abuse their IT privileges.
3 Assessment	
That course assessment requirements are clearly communicated by the teaching staff responsible for the course. See Course Information Booklets and Code of good practice: principles of student assessment	Be familiar with the assessment requirements set out in your Course Information Booklets and in the Assessment Policies and Procedures .
That both a reasonable timeframe and adequate resources are provided for the completion of assessments. See Submission of Assignments , the Library , The University's Online Environment and UniSAnet .	Meet assessment deadlines or seek extensions well before the due date , if needed.
That feedback on assessment is fair, impartial, valid and constructive and is received within a reasonable timeframe from the date of submission. See Feedback	Use assessment feedback constructively to help your learning and your work in future assignments.
Students will be advised of the scheduled date for course examinations via the University web site and Student portal. See Examination Arrangements	Find out when and where course exams are scheduled and attend the appropriate venue(s) at the set time(s).
Students with disabilities are entitled to be assessed in ways that ensure a fair opportunity to demonstrate their knowledge. See Disability services	Be aware of the support that is available and seek assistance from staff when necessary and appropriate.
4 Intellectual Property and Plagiarism	
That matters relating to intellectual property and plagiarism are clearly communicated to students and consequences for non-compliance with guidelines are defined. See Academic Integrity	Comply with intellectual property (IP) and plagiarism guidelines and be aware of the consequences for non-compliance.
Students have the right to have their intellectual property rights recognised and respected. See Ownership of Intellectual Property created by Students	Be respectful of the IP rights of others, including staff and students, and always acknowledge the contribution of others in your assignments.

5 Feedback on Courses and Teaching	
<p>To be given opportunities to provide feedback on teaching staff, course content or any other aspect of their experiences without fear of retribution. See Quality Assurance & Improvement</p>	<p>Provide constructive feedback on teaching staff, course content and any other relevant aspect of study (e.g. in the CEI and SET surveys). Such feedback should reflect consideration of the University's teaching and learning environment (i.e. student centred learning), be mindful of its policies on University Teaching, and recognise constraints under which both individual staff and the School operate (eg, buildings and IT facilities).</p>
6 Problems and complaints	
<p>That their grievances are dealt with in a timely and fair manner. That appropriate procedures for dealing with complaints and grievances are in place, that they are clearly defined, transparent as to process, and easily accessible. See Policy and Procedures for the resolution of student grievances, Discrimination and Harassment Grievance Procedures and Student Ombud</p>	<p>Be aware of University procedures for complaints and grievances and utilise these procedures appropriately. Attempt to resolve concerns through informal discussion with staff before making a formal appeal.</p>

Source: Adapted from Division of Education, Arts and Social Sciences, Draft: *Charter of Student Conduct*, September 2006.

Academic Integrity

The University's academic policies are the rules which govern student enrolment in, and academic progress through, the University. They provide a clear statement of the University's position on academic and student issues and the procedures to be followed. It is your responsibility to be aware of all these policies. These policies can be found at: www.unisa.edu.au/policies/policies/default.asp

Academic Integrity

The University considers academic misconduct to be very serious. The penalties for students who are involved in academic misconduct can be quite severe.

From clause 9.2.1 of the 2008 Assessment Policies and Procedures Manual, academic misconduct includes:

- a) plagiarism (see clause 9.2.2);*
- b) breaches of the examination procedures specified in Section 6: Examination Procedures,*
- c) presentation of data with respect to laboratory work, field trips or other work that has been copied, falsified or in other ways obtained improperly;*
- d) inclusion of material in individual work that has involved significant assistance from another person, where such assistance is not expressly permitted in the course information booklet;*
- e) providing assistance to a student in the presentation of individual work, where such assistance is not expressly permitted in the course information booklet;*
- f) falsification or misrepresentation of academic records;*
- g) other actions that contravene the principles of academic integrity.*

More information on Academic Integrity can be found at www.unisa.edu.au/policies/manual/default.asp

Prizes and Awards offered by the School

The School offers a total of 30 Prizes and Awards* for high academic achievement by high profile institutions each year.

Title	Description	Value
1. Financial Services Institute of Australasia (FINSIA) Award	Awarded to the student with the highest grade point average in the three specialist Applied Finance courses (Portfolio and Fund Management, Financial Risk Analysis, Investment Banking and Project Finance). To be eligible for this award, students must be studying in Australia (onshore).	\$250 plus a commemorative certificate
2. BankSA Prize	Awarded to the student who, at the first attempt, gains the highest mark in the course Finance and Investment. To be eligible for this prize, students must be studying in Australia (onshore).	\$300
3. BankSA Prize	Awarded to the student who, at the first attempt, gains the highest mark in the course Business Finance. To be eligible for this prize, students must be studying in Australia (onshore).	\$300
4. Business SA Prize	Awarded to the most outstanding student in the course Enterprise and Business Creation. To be eligible for this award, students must be studying in Australia (onshore).	\$600 voucher to attend any Business SA training courses, workshops or forums, plus a commemorative certificate
5. The Chartered Institute of Management Accountants Prize	Awarded to the student with the best academic performance in the course Management Accounting. To be eligible for this prize, students must be studying in Australia (onshore).	\$300
6. Colliers International Second Year Property Prize	Awarded to the student with the most outstanding academic performance in: Property Investment, Law of Property, Marketing Principles: Trading and Exchange, Property Utilisation and its Sustainability, Property Market Analysis, Property Agency, Introduction to Management. To be eligible for this prize, students must be studying in Australia (onshore).	\$500 plus a commemorative certificate
7. CPA Australia - Jack Harrison Memorial Award	Awarded for the student with the most outstanding academic performance in: Accounting, Decisions and Accountability; Business Information Systems; Introduction to Law; Financial Accounting 1; Quantitative Methods for Business; Microeconomics. To be eligible for this award, students must be studying in Australia (onshore).	\$300 plus medallion
8. CPA Australia Postgraduate Prize	Awarded to the most outstanding graduand in the Master of Business (Accountancy)	\$500 plus medallion
9. CPA Australia Prize (City West)	Awarded to the (internal) student attaining the highest grade point average in: Auditing Theory & Practice, Taxation Law 1, Global Issues for Accounting, Issues in Accounting Theory.	\$400 plus medallion
10. CPA Australia Prize (External)	Awarded to the (external) student attaining the highest grade point average in: Auditing Theory & Practice, Taxation Law 1, Global Issues for Accounting Issues in Accounting Theory.	\$400 plus medallion

11. CPA Australia Young Professionals Award	Awarded to the student with the best academic performance in the course Issues in Accounting Theory. To be eligible for this award, students must be studying in Australia (onshore).	\$300 plus medallion
12. Deloitte Touche Tohmatsu Prize	Awarded annually to the student with the best academic performance in the course Global Issues for Accounting. To be eligible for this prize, students must be studying in Australia (onshore).	\$500
13. The Economics Society of Australia (SA Branch) Prize for Macroeconomics	Awarded annually to the best student in the course Macroeconomics. To be eligible for this prize, students must be studying in Australia (onshore).	\$200
14. The Economic Society of Australia (SA Branch) Prize for Microeconomics	Awarded annually to the best student in the course Microeconomics. To be eligible for this prize, students must be studying in Australia (onshore).	\$200
15. Edwards Marshall Prize for Taxation Law 1	Awarded annually to the most outstanding student with the best academic performance in the course Taxation Law 1. To be eligible for this prize, students must be studying in Australia (onshore).	\$300
16. Ernst and Young Prize	Awarded to the student with the best academic performance in the course Accounting, Decisions and Accountability. To be eligible for this prize, students must be studying in Australia (onshore).	\$300
17. Gary Lindblom Memorial Prize	Awarded by the Australian Property Institute (SA Division) to the student with the highest grade point average over three years of the Bachelor of Business (Property) program. For students who reside in Australia.	Gold medal plus \$500
18. Jones Lang LaSalle Award	Awarded for the student with the most outstanding academic performance in: Introduction to Property and Valuation, Managing Communication in Business, Macroeconomics, Business Information Systems, Introduction to Law, Accounting, Decisions and Accountability, Quantitative Methods in Business, Introduction to Property Economics, Property Investment, Law of Property, Marketing Principles: Trading and Exchange, Property Utilisation and its Sustainability, Property Market Analysis, Property Agency, Introduction to Management. To be eligible for this award, students must be studying in Australia (onshore).	\$200
19. Knight Frank Prize	Awarded to the student for the most outstanding academic performance in the Property Investment Course. All applicants must be either Australian citizens or have permanent residency status. Eligible students for this prize must be studying in Australia (onshore) internally. Persons currently studying externally may apply provided they reside in South Australia.	\$600 cheque and (subject to availability) a part-time opportunity for a work placement within the company.
20. Lewis Barrett Prize	Awarded to the graduand with the best academic performance in the Bachelor of Commerce professional stream courses of Auditing Theory and Practice and Taxation Law 1. To be eligible for this prize, students must be studying in Australia (onshore).	\$500
21. LexisNexis Prize	Awarded to the most outstanding student in the course Corporations and Partnership Law. To be eligible	Six months online

	for this prize, students must be studying in Australia (onshore).	subscription to Butterworths Encyclopaedic Australian Legal Dictionary.
22. LexisNexis Prize	Awarded to the most outstanding student in the course Law of Property. To be eligible for this prize, students must be studying in Australia (onshore).	Six months online subscription to Butterworths Encyclopaedic Australian Legal Dictionary.
23. McGraw-Hill Book Company Prize	Awarded to the student with the most outstanding academic performance in the course Financial Accounting 3. To be eligible for this award, students must be studying in Australia (onshore).	\$300 worth of McGraw-Hill book voucher
24. Pearson Education Australia Prize	Awarded to the student with the best academic performance in the course Small Business Accounting. To be eligible for this prize, students must be studying in Australia (onshore).	\$200 Book Voucher
25. PriceWaterhouseCoopers Prize	Awarded to the student with the best academic performance in the course Financial Accounting 2. To be eligible for this prize, students must be studying in Australia (onshore).	\$400
26. Royal Institute of Chartered Surveyors (RICS) Prize	Awarded to the most outstanding student in the course Property Utilisation and its Sustainability. To be eligible for this prize, students must be studying in Australia (onshore).	\$300
27. South Australian Auditor-General's Department Prize	Awarded annually to the student achieving the best academic performance in the course Auditing Theory and Practice at the first attempt. To be eligible for this prize, students must be studying in Australia (onshore).	\$400
28. South Australian Auditor-General's Department Prize	Awarded annually to the student achieving the best academic performance in the course Government and Not For Profit Accounting. To be eligible for this prize, students must be studying in Australia (onshore).	\$400
29. RP Data Prize for Introduction to Property and Valuation	Awarded to the best student in the course Introduction to Property and Valuation. To be eligible for this prize, students must be studying in Australia (onshore).	\$200
30. John Wiley & Sons Australia Book Prize	Awarded annually to the best student in the course Financial Planning. To be eligible for this prize, students must be studying in Australia (onshore).	\$200 book voucher plus commemorative certificate.
<p><i>*(Prizes and Awards are subject to change and are awarded based on conditions current at the time of award). More information on prizes and awards can be found at http://www.unisa.edu.au/studysas/awards/bue.asp</i></p>		

Scholarships offered by the School

The School offers a total of 10 Scholarships¹, they are:

AMP Financial Planning Scholarship

About the Scholarship

The AMP Financial Planning Scholarship is available for students studying full time in the third year of the Bachelor of Applied Finance Program (DBBF) or Bachelor of Commerce, Bachelor of Applied Finance Program (DBCB). A candidate must have completed at least 72 out of 108 program units (16 x 4.5).

The Scholarship is established to provide financial support to a full time third year student interested in developing a career in financial planning, and may be used to defray tuition fees, other study and living expenses.

The awarding of a scholarship is conditional upon meeting the following criteria:

- the candidate must be studying full time in the Bachelor of Applied Finance Program (DBBF) or the Bachelor of Commerce, Bachelor of Applied Finance Program (DBCB)
- the candidate must be able to demonstrate academic merit²
- the candidate must have achieved³ at least a credit grade in the Financial Planning (BANK 2008) course
- the candidate must be currently⁴ enrolled in the Applied Financial Planning (BANK 3005) course
- the candidate must provide a written statement of no more than 500 words⁵

Scholarship Value

The value of the scholarship is \$5,000 and will be paid after the census date of Study Period 2, 2008.

Selection Panel

Shortlisted candidates will be interviewed by a panel comprising:

- the Program Director of the Bachelor of Applied Finance Program (DBBF)
- the Head of School (Commerce) and
- a representative of AMP Financial Planning Pty Ltd

Selection Interview

At the interview candidates will be invited to give a short presentation and may be asked to answer questions by the panel. The selection panel will consider the following:

- academic merit
- communication skills
- understanding of the principles of financial planning and
- interest in a career in financial planning

¹ (Scholarships are subject to change and are awarded based on conditions current at the time of award)

More information on scholarships can be found at http://www.unisa.edu.au/scholarship/undergraduate/ug_bue.asp#bchs

² A candidate must demonstrate a minimum GPA of 4.5 and above, and no more than 2 fails in the Program currently enrolled in.

³ At first attempt.

⁴ Study Period 2, 2008.

⁵ A candidate must include a supporting statement of no more than 500 words on their interest in financial planning and how the AMP Financial Planning Scholarship will enhance their chances in establishing a career in the financial industry.

School of Commerce (Honours) Scholarships

About Scholarships⁶

The School of Commerce (Honours) Scholarships are open to candidates who are enrolled full time in (or are considering full time admission into) the Bachelor of Business (Honours)/Bachelor of Commerce (Honours) (DHBB) Program in Study Period 2, 2008 academic year with a research focus in any discipline⁷ offered by the School of Commerce. To be eligible for these scholarships, students must study their honours year internally, full time in Australia (onshore).

The scholarships will be awarded to candidates considered most likely to succeed at producing research in the area of the School of Commerce.

The awarding of a scholarship is conditional upon meeting the following criteria:

- the scholarship will be available for candidates who are enrolled full time in (or are considering full time admission into) the Bachelor of Business (Honours)/Bachelor of Commerce (Honours) (DHBB) Program
- the candidate must provide a covering letter
- the candidate must provide an essay of up to 1000 words outlining the area of their proposed research topic

Scholarship Value

Up to six Scholarships will be awarded each year, and will provide payment of \$10,000 (each) for a single year. The scholarships will be paid after the census date of Study Period 2, 2008.

Selection Panel

Shortlisted candidates will be interviewed by a panel comprising:

- the Head of School (Commerce)⁸ and
- two relevant academic staff members of the School of Commerce.

Selection Interview

At the interview candidates will be invited to give a short presentation and may be asked to answer questions by the panel. The selection panel will consider the following:

- academic merit
- merit of the proposed research topic and
- communication skills

Scholarship Conditions

- It is a condition of the scholarship that recipients will be supervised by a relevant academic member of the School of Commerce.
- Students who convert to part time status during the year, or suspend their studies, may be asked to repay the scholarship

⁶ Scholarships are subject to change and are awarded based on conditions current at the time of award

⁷ Accounting, Finance, Economics, Property, Business Administration and Commercial Law

⁸ The Head of School reserves the right to amend the interview panel if required

Eastwoods Group Accounting Scholarship

About the Scholarship

The Eastwoods Group Accounting Scholarship will be awarded for the first time in 2008. The Scholarship will be available for students studying full time in the third year of the Bachelor of Commerce Program (DBCC) a candidate must have completed at least 72 out of 108 program units (16 x 4.5).

The Scholarship will be awarded to students who are:

- neither employed
- nor sponsored by a company operating within the accounting profession.

The awarding of a scholarship is conditional upon meeting the following criteria:

- the scholarship will be available for students studying full time in the Bachelor of Commerce Program (DBCC)
- the candidate must be able to demonstrate financial need⁹
- the candidate must provide a written statement of no more than 500 words¹⁰
- the candidate must be able to demonstrate academic merit¹¹

Scholarship Value

The value of the scholarship is \$2,000 and will be paid after the census date of Study Period 2, 2008

In addition to the scholarship payment 8 x 1 hour mentoring sessions will be offered to the successful candidate to meet with a Senior Accounting Partner at Eastwoods Group to assist in their assimilation between academia and the industry.

Selection Panel

Shortlisted candidates will be interviewed by a panel comprising:

- the Program Director of the Bachelor of Commerce Program
- the Head of School (Commerce) and
- a representative of Eastwoods Group.

Selection Interview

At the interview candidates will be invited to give a short presentation and may be asked to answer questions by the panel. The selection panel will consider the following:

- academic merit
- communication skills
- understanding of the principles of accounting and
- interest in a career in accounting

⁹ A candidate to provide one of the following: original or certified copies of: a health care card or pension concession card; a document which provides receipt of Youth Allowance, AUSTUDY or ABSTUDY or another means tested Government benefit; a statutory declaration regarding income and personal circumstances.

¹⁰ A candidate must include a supporting statement of no more than 500 words on their interest in accounting and how the Eastwoods Group Accounting Scholarship will enhance their chances in establishing a career in the accounting profession.

¹¹ A candidate must demonstrate a minimum GPA of 4.5 and above, no more than 2 fails in the Program currently enrolled in.

Eastwoods Group Wealth Management Scholarship

About the Scholarship

The Eastwoods Group Wealth Management Scholarship will be awarded for the first time in 2008. The Scholarship will be available for students studying full time in the third year of:

- the Bachelor of Applied Finance Program (DBBF) or
- the Bachelor of Commerce, Bachelor of Applied Finance Program (DBCB)

A candidate must have completed at least 72 out of 108 program units (16 x 4.5).

The Scholarship will be awarded to students who are:

- neither employed
- nor sponsored by a company operating within the financial industry.

The awarding of a scholarship is conditional upon meeting the following criteria:

- the scholarship will be available for students studying full time in the Bachelor of Applied Finance Program (DBBF) or the Bachelor of Commerce, Bachelor of Applied Finance Program (DBCB)
- the candidate must be able to demonstrate financial need¹²
- the candidate must provide a written statement of no more than 500 words¹³
- the candidate must be able to demonstrate academic merit¹⁴

Scholarship Value

The value of the scholarship is \$2,000 and will be paid after the census date of Study Period 2, 2008

In addition to the scholarship payment 8 x 1 hour mentoring sessions will be offered to the successful candidate to meet with a Head of Wealth Management at Eastwoods Group to assist in their assimilation between academia and the industry.

Selection Panel

Shortlisted candidates will be interviewed by a panel comprising:

- the Program Director of the Bachelor of Applied Finance (DBBF)/Bachelor of Commerce, Bachelor of Applied Finance (DBCB) Programs
- the Head of School (Commerce) and
- a representative of Eastwoods Group.

Selection Interview

At the interview candidates will be invited to give a short presentation and may be asked to answer questions by the panel. The selection panel will consider the following:

- academic merit
- communication skills
- understanding of the principles of financial planning and
- interest in a career in financial industry

¹² A candidate to provide one of the following: original or certified copies of: a health care card or pension concession card; a document which provides receipt of Youth Allowance, AUSTUDY or ABSTUDY or another means tested Government benefit; a statutory declaration regarding income and personal circumstances.

¹³ A candidate must include a supporting statement of no more than 500 words on their interest in financial planning/wealth management and how the Eastwoods Group Wealth Management Scholarship will enhance their chances in establishing a career in the financial industry.

¹⁴ A candidate must demonstrate a minimum GPA of 4.5 and above, no more than 2 fails in the Program currently enrolled in.

Goodman Scholarship

About the Scholarship

The Goodman Scholarship will be awarded for the first time in 2008. This scholarship is available to students studying full time in the second year of the Bachelor of Business (Property) Program (DBPY). In addition, to be eligible for the Scholarship a candidate must:

- have completed at least 36 out of 108 Program units (8 x 4.5)
- have achieved at least a credit average by the end of their first year according to the relevant Program schedule (Division Core Courses) and
- be studying in Australia (onshore)

Students interested in the Scholarship must apply on the appropriate form available from (please see below) the School of Commerce. The application must include a supporting statement of no more than 500 words on their interest in the Property Market and how the Goodman Group Scholarship will enhance their chances in establishing a career in property (PLEASE NOTE this statement is NOT required for candidates in 2008).

Scholarship Value

The value of the scholarship is \$1,500 and will be paid after the census date of Study Period 2, each year (15th February, 2008).

Selection Panel

Shortlisted applicants will be interviewed by a panel comprising:

- the Program Director of the Bachelor of Business (Property) Program
- the Head of School (Commerce) and
- a representative of Goodman Group.

Selection Interview

At the interview applicants will be invited to give a short presentation and may be asked to answer questions by the panel. The selection panel will consider each of the applicant's:

- academic merit¹⁵
- communication skills
- understanding of the principles of property and
- interest in a career in property

For more information about Prizes, Awards and Scholarships please contact:

Miss Irina Tadevosyan
 Program Management Officer
 School of Commerce
 University of South Australia
 Tel: (08) 8302 0696
 Email: irina.tadevosyan@unisa.edu.au
 GPO Box 2471
 ADELAIDE SA 5001

¹⁵ A GPA of min. 4.5 and above, no more than 2 fails in the Program currently enrolled in

Further information

School of Commerce

Telephone 08 8302 0436

Email cmr.enquiries@unisa.edu.au

Website www.unisa.edu.au/commerce/

The University of South Australia reserves the right to alter, amend or delete any program, fee, course, admission requirement, mode of delivery or other arrangement without prior notice.

Information correct at time of printing (February 2008)

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