

# Graduate Certificate in Business and Management

## Program Information

The Graduate Certificate in Business and Management introduces students to the fundamental disciplines required to operate in a variety of management contexts and consists of four modules of study as well as one support module. The combination of four modules is dependent on *The University of South Australia* degree that students have indicated on their admission application. Upon enrolment at SAIBT, students will be able to select from four *Graduate Certificate in Business and Management* programs.

The Graduate Certificate in Business and Management gives international students who have completed a degree, but who does not meet the entry requirements for a Masters Degree at UniSA directly, to complete this one semester program to gain access to the Master's program at UniSA.

All students are required to complete the support module, Advanced Academic Literacy. Although this module does not count towards the study load or GPA, a non-graded pass is needed for the program of study.

**All classes (unless otherwise specified) are held at City East Campus.**

Support module – All Programs				
AAL10000GC	Advanced Academic Literacy			
Core modules		Program	Study Load	Units
BUSS5142GC	Principles of Project Management	All Programs	25%	4.5
BUSS5102GC	Project Leadership and Teams	All Programs	25%	4.5
Program specific modules		Program	Study Load	Units
BUSS5300GC	Global Business Environment	GCBM	25%	4.5
ECON5020GC	Economic Principles for Business	GCBM (Elective); GCCO	25%	4.5
ACCT5011GC	Accounting for Management M	GCBM (Elective) ; GCCO	25%	4.5
ENGG3006GC	Design Management for Engineers	GCEN	25%	4.5
MENG4022GC	Sustainable Development and Design practice	CGEN	25%	4.5
BUSS5163GC	Project Control Methods	GCPM	25%	4.5
BUSS5070GC	Project Risk Management	GCPM	25%	4.5

<u>Programs</u>	
<b>GCBM</b> <b>GCCO</b> <b>GCEN</b> <b>GCPM</b>	Business and Management Commerce Engineering Project Management

# Program Outline

## Support Module

### Advanced Academic Literacy

This support module develops cognitive skills to think critically, review, analyse, consolidate, and synthesise knowledge to provide solutions to complex problems. The module develops in-depth reading and writing skills using academic conventions to be able to generate and evaluate complex ideas. After completion of this module you should be able to demonstrate effective verbal and non-verbal communication skills within an academic context and a team environment. You will be able to apply knowledge and skills to real-life situations and demonstrate an understanding of theoretical concepts. You will be able to apply writing conventions to initiate, plan, implement and evaluate broad functions within descriptive, analytical, and evaluative texts. After completion of this module you will be able to identify your own learning needs and demonstrate accountability for personal progress in aspects of the work or function of others.

## Core Modules

### Principles of Project Management

This module develops advanced theoretical and technical knowledge of project management processes across a typical project lifecycle. After completion of this module students will be able to critically analyse, evaluate and transform project principles to provide solutions to complex problems. You will be able to generate and evaluate complex knowledge and ideas in project management contexts and transfer this knowledge to a variety of audiences. This module develops theoretical knowledge and skills in the field of project management to apply creativity and initiative to new situations in professional practice. The module furthermore develops advanced individual and team skills including working with people in local, remote, virtual, and/or international project team situations.

### Project Leadership and Teams

This module introduces and demonstrates the importance of, and an understanding in, the role of people in respect to effective project leadership and team management across a typical project lifecycle. You will evaluate project leadership, team management situations, and provide insight into best practice within this area. You will analyse complex ideas within project leadership contexts and effectively communicate viewpoints. After completion of this module you will be able to exhibit the appropriate knowledge to solve complex problems in respect to leading project teams.

## Program specific courses

Two program specific courses are completed.

For the Graduate Certificate in Management (Business and Management) students can choose 1 elective: Economic Principles for Business OR Accounting for Management M

### Global Business Environment

You will acquire a body of knowledge of, and critically reflect on, theoretical and practice-based principles of the role and impact of the global business environment on management decision making. You will critically assess and evaluate the nature of the global business environment and how it is shaped, how the global business environment influences business activity in the international arena, and the corporate capabilities needed to participate in international business. You will apply knowledge of the nature and function of the global business environment to organisational management in the international business setting.

### Economic Principles for Business

In this module you will describe and use important economic concepts, tools, and methods to analyse economic activity and the business environment in which decisions are made. You will be able to explain how the market-exchange process works and the impact of competition and other market structure on market outcomes. You will be able to identify the limitations of the market mechanism and analyse the role of government policy impacting on markets and the general economy. In this module you will use economic concepts to understand how incentives influence behaviour and how economic agents respond to changing economic conditions. You will apply economic principles and concepts to analyse contemporary economic issues relating to the economy both domestically and internationally.

### Accounting for Management M

In this module you will apply basic accounting principles and concepts to understand what accounting information is, what it means and how it is used. You will explain the significance of accounting information in the business environment (including its limitations). You will be able to read and interpret financial reports and apply knowledge to critically analyse corporate financial and non-financial information. In this module you will apply management accounting techniques to assess performance, prepare budgets and assist in decision making.

### Design Management for Engineers

The course aims to develop students' engineering application abilities and professional and personal attributes as defined by Engineers Australia. The course develops students' understanding of professional engineering practice and how this intersects with essential design management practices in diverse environments. The course is designed to extend students' technical competencies to the non-technical areas of engineering design. Activities undertaken in the course will improve students' knowledge of contextual factors (economic, social, cultural, ethical, legal, and environmental) and the impact these factors have on engineering projects. In this course students will work on projects to develop their problem solving, communication, teamwork, leadership and critical thinking skills.

### Sustainable Development and Design Practice

This module explains the complexity and implications of environmental, economic, and societal issues related to contemporary engineering designs and industrial developments in both local and global contexts. In this module you will evaluate various industrial ecology strategies and cleaner production techniques regarding their effectiveness for achieving resource efficiency and sustainable development at the organisational and regional levels. You will apply life cycle assessment techniques to analyse and identify problems and opportunities in the development, use, and end-of-life phases of engineering products/systems to mitigate whole-of-life environmental impacts. You will develop and present realistic solutions for product improvement/redesign at the conceptual level for sustainability by integrating eco-design principles and common engineering design approaches.

### Project Control Methods

In this course you will demonstrate advanced knowledge of project monitoring and control processes as required during typical project lifecycles. You will apply critical thinking skills to analyse and transform project control principles in diverse situations. After completion of this module you will be able to communicate advanced project control concepts to stakeholders with or without technical knowledge of project management. You will be able to apply project management decision-making frameworks and skills in a variety of project-oriented situations.

### Project Risk Management

This module will introduce you to an international perspective to the area of project risk and uncertainty management processes as applied across project life cycles. You will be able to distinguish and apply different analysis appropriate for each project life cycle phase, including distinguishing between strategic risk and operational (business) risk. You will demonstrate an ability to apply advanced skills and knowledge to identify, analyse and evaluate risk in complex project environments. You will be able to generate practical and appropriate risk management plans to mitigate and control risk. In this module you will critically evaluate and adopt computer-based systems to capture lessons learnt and manage risk.