Welcome to all new and returning students. The University of Waikato is well known for its excellence in teaching and research, pastoral care and our beautiful campus. It is this combination that sets us apart from other New Zealand universities.

Students join us from around the world, attracted by our award-winning lecturers and internationally connected researchers. I am very proud of the fact our staff take pride in helping every student to succeed, and they ensure that students perform at the maximum of their abilities. A degree from the University of Waikato is like a passport that is recognised and welcomed by employers around the world.

Naturally, students come to university planning to leave with a qualification that will secure them jobs in their chosen careers, but equally important and rewarding can be the friends you make and the new and different opportunities that you’ll encounter on and off campus while you are with us.

For some of you it will be your first experience living away from home and I urge you to work hard and embrace the new opportunities and challenges that come with university life.

Professor Roy Crawford
VICE-CHANCELLOR, UNIVERSITY OF WAIKATO

THE UNIVERSITY OF WAIKATO CELEBRATES 50 YEARS

The University of Waikato celebrates our first 50 years in 2014. We’ll be acknowledging this throughout the year and reflecting on how far we’ve come in such a short time.

When the idea for a university in Hamilton was first mooted it was championed by a dedicated group of visionary people. With community support they ensured that the Waikato had a university to meet the needs of the region.

From very modest beginnings in 1964, the University of Waikato is now the university of choice for 12,500 students, more than 1,500 staff (academic and professional), and makes a significant contribution to the local and national economies. What began as a cowshed in a paddock is now an institution ranked in the top 2% of universities in the world.

Our academics engage in major international research collaborations. We continue to extend and refine our offerings to ensure they’re relevant in today’s environment. Our teaching is research-led and our graduates leave us equipped for careers and roles that will help change the world.

Fifty is young in university terms – but our first half century has confirmed us as a major contributor to national and international research, teaching and learning. And as we look ahead, we take up the challenge to become an even stronger educational force during our next 50 years.

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WELCOME TO WAIKATO MANAGEMENT SCHOOL

Waikato Management School is the business school of choice, respected nationally and internationally for our influential practice, relevant research, quality teaching and commitment to excellence.

At the heart of our business is transformation – our purpose is to transform minds, careers and organisations. Our international connections mean our teaching and research is always at the cutting edge of best practice and our engagement with our commercial and professional stakeholders means our students are learning practical knowledge and skills.

Our students go on to become leaders in the public and private sectors, graduating with essential business skills and knowledge. They have the ability to think critically and carefully, and to act responsibly and ethically.

The School is a member of an elite group of business schools that have earned Triple Crown status – an international acknowledgement of excellence in business education. We’re accredited by the world’s oldest assessor of business education, AACSB International (the US-based Association to Advance Collegiate Schools of Business), EQUIS (European Quality Improvement System), and AMBA (The Association of MBAs). Only one per cent of the world’s business schools have met the strict standards of all three accreditation bodies.

Associate Professor John Tressler
ACTING DEAN, WAIKATO MANAGEMENT SCHOOL

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Associate Professor John Tressler
ACTING DEAN, WAIKATO MANAGEMENT SCHOOL
### Week Starting University Teaching Periods Holidays and Other Important Dates

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**Note(s):** Enrolment deadlines may be subject to change.

*Please refer to the 2014 University of Waikato Calendar online at [http://calendar.waikato.ac.nz/](http://calendar.waikato.ac.nz/)*
WAIKATO MANAGEMENT SCHOOL
SERVICES AND FACILITIES

Management Student Centre (MSC)
The Management Student Centre (MSC) provides a number of facilities and support services for Waikato Management School students including assisting students with any university-related queries such as enrolment questions. MSC provides students with somewhere to meet, study, use resources (such as photocopying) as well as a place to hand in and receive marked assignments.

MSC is located in MS1 (behind the Station Café on Hillcrest Road) and is open from 8.45am to 4.45pm, Monday to Friday; it also has an Open Advice Day on Wednesday 10am to 2pm where you can drop in and get help.

CONTACT US BY:
Phone: +64 7 838 4303
Email: msc@waikato.ac.nz
Website: www.management.ac.nz/msc

MSC Provides:
» Information for prospective students
» Enrolment and programme advice
» Orientation for students
» Entry and re-entry decisions
» Academic support for students through its Language and Learning Development Team
» Assignment hand-in and collection place
» Photocopying facilities
» Space for group and individual work, including several student computers
» Support for Waikato Management School students based at the Tauranga Campus
» 499 Administration.

Language and Learning Development Support
Language and learning development support is offered to all Waikato Management School students who wish to use the service. Language and Learning Development tutors offer free advice and guidance with writing, reading, and oral tasks, and they can also help you to come to terms with academic skills such as mastering APA referencing and avoiding plagiarism. Their philosophy is very much one of helping you to help yourself.

One-to-One Tutorials
One-to-one tutorials are available and last for 30 minutes. In that time, tutors can help you with written or oral assignments. Tutors can offer advice and guidance on ways to improve your language and learning skills but, in line with the philosophy of helping you to help yourself, they will not simply correct your work for you or tell you what to include in your assignments. In addition, please remember that these tutors are not experts in the content of the papers you are studying. They are language and learning experts and it is language and learning skills they aim to develop in you.

For a one-to-one tutorial involving written coursework you can bring either:
» A marked assignment, with the marking schedule/guidelines and any notes/comments from your lecturer/tutor
» The outline plan for an assignment which has not yet been submitted and marked, and the assignment guidelines, or
» Your first draft of an assignment which has not yet been submitted for assessment, and the assignment guidelines.
Tutors will not look at assignments that are due in on the same day as our appointment, as this would not leave you enough time to think about their advice or enough time to follow up on the learning materials they advise you to consult to improve your performance.

Language and Learning Development tutors are there to help you reach your true potential, so please bring an open mind and a willingness to learn when you come to see them.

To book a One-to-One Tutorial go to the MSC Bookings link on MyWeb: MSC bookings/language and learning, and follow the directions.

Academic Skills Building Programme
Each semester the Language and Learning Development tutors offer a 10–12 session Academic Skills Building Programme. The programme is designed to orientate new students to the academic environment in Waikato Management School. Domestic and international students who are in their first semester are strongly advised to enrol for this programme. The programme offers academic advice and guidance on topics such as:

» APA referencing conventions and practice
» Case studies
» Constructing a 'Western-style' academic essay
» Critiques
» Exams and tests
» Group work
» Literature reviews
» Oral presentations
» Report writing

Using the ideas of others correctly in your writing: paraphrasing, summarising and direct quotation
» Using the ideas of others correctly: referencing your sources and avoiding plagiarism
» Your lecturers' expectations.

Information on the timing of the sessions will be provided to students at Orientation prior to the beginning of each semester. Students can also check online and enrol themselves under MSC Bookings/ Language and Learning Workshops for dates, times and topics.

Programme Advice
Planning your programme effectively, especially with the help of a MSC student adviser, will help to ensure that you meet all the requirements for a qualification and/or subject.

MSC staff are available to help you by providing programme advice, answering questions and assisting with problems. If you would like help then come along to the Open Advice Day on Wednesday 10am to 2pm, or visit the MSC front counter if you need to see someone in a hurry.

Semesters
The University year is split into four semesters or study periods, A and B which are standard 17 week semesters, and S (January to February) and T (November to December) Summer School semesters which are more intensive study periods normally of eight and six weeks respectively.

Please note that not every paper offered in A and B Semesters is also taught in Summer School, so you need to choose your papers carefully if you intend to enrol in a Summer School semester.

If you decide to study in A, B, S and T Semesters this may affect your Studylink allowances — you should check with Studylink (www.studylink.govt.nz) before you enrol in either Summer School semester that you are eligible for loans and allowances.

The University of Waikato at Tauranga
Waikato Management School offers a selection of papers through the University of Waikato at Tauranga. These papers may be taken towards a BMS, BBA(Fin) or BTour(THMgt) degree or a graduate diploma.

Programme advice is also available for Tauranga-based students and you can visit Anne-Marie Kell who works at the Bongard Centre — if you would like an appointment please send an email to amkell@waikato.ac.nz and include the details of your previous and current study and what advice you’re seeking, or call 577 0620, extn 5158. Alternatively, MSC staff visit the Tauranga campus (Bongard Centre) during the term. Current students can book an appointment online via MyWeb MSC Bookings, Tauranga Programme Advice. For any queries please contact MSC at msc@waikato.ac.nz or phone 0800 WAIKATO ext 4303 or +64 7 838 4303.

Students completing the New Zealand Diploma in Business at Bay of Plenty Polytechnic may transfer to the University of Waikato at Tauranga to complete the following degrees:
» Bachelor of Management Studies (majoring in Accounting, Finance, Marketing, Public Relations, Strategic Management or Tourism Management)
» Bachelor of Business Analysis – Financial (majoring in Accounting or Finance)
» Bachelor of Tourism – Tourism and Hospitality Management (majoring in Tourism Management).

Students who wish to major in another subject area will need to transfer to the Hamilton campus.

Programme Overview
Undergraduate Study
Undergraduate study is entry level education that provides the fundamental building blocks of university study and the foundation for your future career. Choices of programmes include bachelor degrees, certificates and diplomas.

Each bachelor degree has a different ‘make-up’ so you can select a programme according to your interests and future ambitions. You can choose our general management degree – the Bachelor of Management Studies (BMS) or one of our specialist management degrees; the Bachelor of Business Analysis (Financial) (BBA(Fin)), the Bachelor of Communication Studies (BCS), the Bachelor of Electronic Commerce (BECom) or the Bachelor of Tourism (Tourism and Hospitality Management) (BTour(THMgt)). Our newest specialist programme, subject to external approval processes, will be offered for the first time in 2014 – the Bachelor of Entrepreneurship (BEntre).

The BMS provides you with comprehensive training in all areas of management plus the opportunity to specialise in professional subjects and provides you with a wide range of future career opportunities. The BBA(Fin) is a specialist financial management degree, the BCS a specialist communication degree, the BECom a specialist commerce degree and the BTour a specialist tourism and hospitality management degree.

Certificates and diplomas are shorter programmes that are similar to the first or second year of a bachelor’s degree and both take one year of full-time study.

Graduate Study
Admission to graduate study requires either a bachelor’s degree or significant relevant work experience. Choices of programmes include graduate certificates and graduate diplomas and normally take either one semester or one year of full-time study. These programmes can enhance a bachelor’s degree or complement previous work experience or provide relevant study experience for postgraduate study.

Postgraduate Study
Postgraduate study can differentiate you in the job market or provide a pathway to doctoral study. You can choose from masters programmes that have a professional or research focus – the Master of Electronic Commerce (MECom), the Master of Management Studies (MMMS), the Master of Professional Management (MPM), or one of our general management programmes: the Master of Business and Management (MBM) and the Master of Business Administration (MBA). Other choices of programmes include honours degrees, postgraduate certificates, and postgraduate diplomas.
Professional programmes such as the MPM or MECom Professional Stream build on an undergraduate education in management or business. The research-focused programmes, the MMS and the MECom Research Stream build on specialist undergraduate study in an area of management. Research-focused programmes provide an ideal preparation for doctoral study.

The general management programmes build on undergraduate study, but do not require commerce, business or management undergraduate degrees. The MBM requires no management experience and provides a comprehensive general management programme that complements your undergraduate study whether it be in the field of science, law, social sciences, engineering, computer science or whatever. Alternatively, the MBA requires five years of relevant managerial experience and is a programme designed for those aspiring senior leadership roles.

Honours degrees and postgraduate certificates and diplomas are normally one year of full-time study and masters degrees are normally one to two years of full-time study depending upon your admission criteria and programme choice.

Higher Study
A doctoral degree (PhD) gives students extensive knowledge in their chosen fields and trains them to do original and meaningful research preparing them to function as a member of a teaching faculty.

Time Commitments
A full-time student would normally take 120 points a year or 60 points a semester. However up to 40 points can also be taken in either or both of the Summer School semesters (S and T).

A full-time student who does not choose to study in Summer School would therefore normally study for:

» Four years for BMS or BMS(Hons)

» Three years for BEcom, BCS, Btour(THMgt)

» 12 to 18 months for the MMS, MECom, MPM

» One year for an honours qualification, certificate, diploma, graduate diploma, postgraduate diploma

» One semester for a graduate certificate, postgraduate certificate.

Corporate & Executive Education (CEE) offers its programmes in different formats including evenings and weekends.

Regulations and Completing Your Qualification
You complete your qualification once you have met all the regulations, or requirements, for your qualification and major/subject. The regulations outlined in this publication apply to students beginning their studies in 2014. Current students who began their programme prior to 2014 can usually complete under the regulations from when they first enrolled in the qualification. However, it might be possible to complete under the new regulations. Past regulation information can be found in previous Waikato Management School Student Handbooks (which are available online at www.management.ac.nz/handbook).

Please talk to Management Student Centre Staff if you are considering completing your qualification under any new regulations.

Policies and Regulations
In addition to the regulations and requirements contained within this handbook, you are reminded that you are also bound by the University of Waikato regulations and policies, some of which are noted below:

» Assessment Regulations

» Student Discipline Regulations

» Computer Systems Regulations

» Policy on the Use of Māori for Assessment

» Ethical Conduct in Human Research and Related Activities Regulations

» Student Research Regulations.

All relevant University of Waikato regulations and policies can be found in greater detail in the 2014 University of Waikato Calendar (http://calendar.waikato.ac.nz) which is produced annually.

The School’s Quality Assurance Manual also provides important information regarding the School’s policies and can be accessed via your papers on MyWeb.

Computer Account – MyWeb
Once you have formally enrolled in a management paper or programme, your computer account is automatically created.

A computer account consists of a personalised username and a password. You need both of these to log-on to a computer. Once you have your Student ID card you can enable your account by going to the computer labs and asking a lab assistant, or logging-on to www.myweb.ac.nz and clicking on the ‘First Time User?’ link.

MyWeb
MyWeb is your personalised portal and is a one-stop website for Waikato Management School students. MyWeb provides access to: your papers including paper outlines, paper messages from teaching staff, assessment, enrolling in tutorials and more; databases, email, language and learning support, change of enrolment, assurance of learning ‘My Portfolio’ link, contact details for staff.

MyWeb appears on your desktop when you log on in the Waikato Management School computer labs. It can also be accessed from www.myweb.ac.nz from off campus. Simply enter your Waikato University username and password at the prompt and explore the useful personalised links. Make sure you check out the Learning Resources and Admission and Enrolment tabs while you are there.

For any off-campus computer enquiries you can contact the Waikato Management School Helpdesk at wms_helpdesk@waikato.ac.nz or phone 0800 454 599.

Internet and Email Access
Sending and receiving email is free. Lightwire is the internet provider on campus and you are given some free usage each month and of course you can always purchase more.

Your university email account is set up when you first create your computer account. You can access your email from anywhere via the ‘My Messages’ link on MyWeb. Your email address will be yourusername@waikato.ac.nz

Ordering Paper Materials on MyWeb
Some papers require you to order paper materials, such as readings. You can do this via the Shopping Mall on MyWeb. To make an order log on to your MyWeb and click on the ‘Shopping Mall’ link located under the ‘University’ links and follow the instructions.

Computer Labs
Waikato Management School has excellent computing facilities. The computer labs have up-to-date hardware and software, and internet access. Computer labs are located in MSB.0 (Level 0 of the Management School Building), and in the MS6 building (far end of the lower staff car park). Lab assistants are located in MS6 to help with computer problems; there is a phone in MSB.0 to contact the lab assistants in MS6. The hours they work are posted on their office doors (MS6,G,06). You can also use the computers in the Information Commons situated in the Waikato Student Centre (Library).

By logging on to the computers in the Waikato Management School labs, students agree to abide by our ‘conditions of use’ policy, which are found on notice boards in both labs.

After Hours Access
Management students can have 24-hour access to the WMS labs. You will need to take your Student ID card to the Security Office (B Block Annex, located between B Block and Te Piringa - Faculty of...
HELPING YOU TO HELP YOURSELF

Law) to arrange access. The Security Office is open to students for processing after-hours card access between 10.30am to 12noon and 1pm to 3pm, Monday to Friday. An activation fee will apply.

Once your card is activated for after-hours access you will be able to use it to enter the WMS labs and log-on to the computers. No after-hours access is available without your ID card.

Saving, Printing and Logging-Off
Every student has 2GB of space on a server called StudHome (H:\Drive) to store course related material. StudHome (H:\Drive) can be accessed via MyWeb under the My Documents pane. You can also save your work onto CD or USB memory stick.

We recommend that you regularly backup your work to a CD, USB or on a server. When you print your work in the labs you are charged per page. Printing charges are automatically deducted from your Unica$h account. Check the signs in the computer labs for a list of printing charges. Duplex (double-sided printing) is the default setting on all the printers in the WMS labs and for assignments printed at MSC. Colour printing is also available from the labs via one designated machine.

It is very important to remember to log-off after you have finished using a computer, otherwise someone else could, for example, send emails under your name, or use the funds in your Unica$h account. To log-off at the end of your session, simply double-click the ‘Log-Off’ icon on the desktop (the main screen).

Student ID Card
In addition to after-hours access you can also use your Student ID card for access to Library services, printing and photocopying. You need to activate your Student ID before you can use it by going to a kiosk in the computer labs.

Unica$h Account
Your Unica$h account allows you to print your work and use the online Shopping Mall. You can check your account balance at any time by looking under the ‘My Balances’ pane on MyWeb. When you use your Student ID card, costs are deducted from your account.

To add funds to your account you can use EFTPOS, credit card or visit the Waikato Student Centre (Library) or Waikato Print. To add funds in the computer labs, go to the terminal with the EFTPOS kiosk, then follow the instructions on screen to transfer money from your bank account to your Unica$h account.

International Students
MSC staff are available to support all students, and can normally answer most questions though they may liaise with, or direct you to, the University International Services Office located in the Student Centre. This team oversees international orientation for new students, immigration requirements and student visas, medical and travel insurance, international government scholarships, study abroad and exchange, and international student events.

Code of Practice for the Pastoral Care of International Students
New Zealand has set high standards for the care and protection of all international students. Waikato Management School, as part of the University of Waikato, has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Minister of Education. The Code of Practice for the Pastoral Care of International Students aims to make sure international students are well looked after, informed, safe and properly cared for. All New Zealand institutions that have international students need to comply with the code. Copies of the code are available from the New Zealand Ministry of Education website at www.minedu.govt.nz. The University of Waikato International Services Office website provides extensive information for international students and can be viewed at www.waikato.ac.nz/students/international.

Accident Insurance
The Accident Compensation Corporation (ACC) provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at www.acc.co.nz.

Eligibility for Health Services
Most international students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at www.moh.govt.nz.

Immigration
Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at www.immigration.govt.nz.

Medical and Travel Insurance
International students (including group students) must have appropriate and current medical and travel insurance while studying in New Zealand.

WHILE YOU ARE STUDYING

Free Competency Modules
We want you to get the best experience while you are with us and gain as many skills and competencies that will help you as you move into your career. We, and our business stakeholders, believe these competencies are vital outcomes for our graduates. So to add value to your learning experiences, we currently have three free competency modules that are required for some programmes – check out your degree regulations under your qualification to see if your programme has this requirement.

Writing Competency Module (WCM)
The Writing Competency Module (WCM) is a self-directed learning module designed to test your ability to recognise common errors in written English so that you can avoid these errors in your own writing both now, and in your future workplace.

The module consists of a series of online learning materials, a required text and online tests. You need to pass the WCM in your first year at Waikato Management School, otherwise you will be required to take a writing paper which is likely to have a negative impact on your programme planning. The WCM link will appear as a paper link on MyWeb. If you do not see this link when you first log-on please let MSC staff know so we can add it to your programme of study.

Computer Competency Modules (CCM)
In addition to academic work, we place great emphasis on our students’ ability to access information and use applications on computers.

To successfully complete the CCM you must satisfactorily complete multiple-choice online tests in:

» General knowledge of Waikato Management School computer systems
» Information Literacy
» Microsoft Word
» Microsoft Excel
» Microsoft Powerpoint.

The tests are accessible from MyWeb.

Each test consists of a number of questions chosen at random from a bank of questions on that subject. You may attempt each test as often as you like until you pass. More details are available from the CCM website – it is available once you enrol in the CCM paper.
HELPING YOU TO HELP YOURSELF

To enrol in the CCM via MyWeb:
» Under the Quick Links heading near the top left hand corner of the screen, click on the Computer Competency link
» In the new browser window tick the box to join the CCM for the current year
» Close the browser window
» To display the CCM link you need to refresh MyWeb – right click on the screen and choose refresh
» The link to the CCM should appear with the rest of your papers.

At the end of the year the CCM results are sent to the Management Student Centre and are added to your student record.

Employment Skills Module (ESM)
The Employment Skills Module covers the topics of planning your career, CV and cover letter writing, interviewing skills and employment rights and obligations. You need to complete the four workshops that are provided.
You can sign-up for ESM workshops either via MyWeb/MSC Bookings or through the University Careers Office (there is a notice board in MSC that shows dates for upcoming ESM workshops and how to enrol for each specific workshop).
Further workshops may be added as the ESM is developed, so check the MSC notice board for up-to-date information.

Enrolment
A normal workload for A and B Semesters is 60 points per semester and the maximum workload for Summer School is 40 points (or 30 points for 500 level papers).

Change of Enrolment
If you wish to withdraw or change a paper(s) in your programme of study, you have until the second Friday of A and B Semester to do so with a full refund of fees. Students may also withdraw up until the sixth Friday of the teaching semester (A and B Semesters only) but without any refund of fees, though if you are taking 500 level papers or above, you should talk to MSC staff. Please enquire with MSC for Summer School change of enrolment dates, or check the 2014 University of Waikato Calendar visit http://calendar.waikato.ac.nz
You can also make changes to your qualification. To request a change, go to MyWeb, click on the ‘Admin and Enrolment’ tab in the centre of the screen and choose the ‘Change of Enrolment’ link then follow the instructions.

Enrolling in Tutorials
Students must enrol in tutorials for Waikato Management School taught papers via MyWeb.
» Log-in to MyWeb www.myweb.ac.nz
» Click on your paper link
» Click on the ‘Timetable or Groups’ link for each paper
» Click on the radio button next to the tutorial time you want. A pop-up window will confirm which tutorial group you have joined.

Re-Enrolling and Re-Entry
You need to re-enrol for each year of study at Waikato Management School. You can apply to re-enrol online through MyWeb. To see the papers for the following year visit www.management.ac.nz/handbook/paperdetails
Automatic re-entry to Waikato Management School is granted to any student who has passed over half of the papers that they were enrolled in during their last year of academic study. If a student does not pass more than half of their papers then they must apply to be readmitted to the School and there is no guarantee that re-entry will be granted. There are specific re-entry criteria that a student must meet when applying for re-entry permission, so re-entry is not guaranteed for every student who is eligible. The University may change its re-entry policy during the year so it is important to check your emails and the University website for updated information on re-entry criteria.
Points and EFTS Values

Each paper is given a points value depending upon the level and size of the paper and each programme is expressed as requiring a given number of points. The table below shows the points and EFTS values for papers; one year of full-time study is considered to be equivalent to 120 points.

<table>
<thead>
<tr>
<th>PAPER LEVEL</th>
<th>EXPECTED LEARNING HOURS</th>
<th>POINTS VALUE</th>
<th>EFTS VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>150 hours</td>
<td>15</td>
<td>0.1250</td>
</tr>
<tr>
<td>200</td>
<td>200 hours</td>
<td>20</td>
<td>0.1667</td>
</tr>
<tr>
<td>300</td>
<td>200 hours</td>
<td>20</td>
<td>0.1667</td>
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<tr>
<td>400</td>
<td>200 hours</td>
<td>20</td>
<td>0.1667</td>
</tr>
<tr>
<td>500</td>
<td>150-300 hours</td>
<td>15 or 30</td>
<td>0.125 or 0.25</td>
</tr>
</tbody>
</table>

For information about the costs associated with taking papers please see the table of fees and charges found in the 2014 University of Waikato Calendar: http://calendar.waikato.ac.nz/admission/tableoffeesandcharges.html

Compulsory Papers

Some papers are core or compulsory and these are normally key papers that must be passed as part of a particular qualification or subject. Compulsory papers for your qualification are shown on the qualification planners and compulsory papers for subjects are listed in the regulation statements under the relevant subject area.

Passing Undergraduate Papers and Progression Requirements

To be eligible to pass undergraduate papers you need to achieve a minimum grade of D in the internal assessment and the final examination, with an overall grade of C. Also, you must pass at least 60 points at 100 level before progressing to and enrolling in 200 level papers, and at least 180 points including 60 points at 200 level before progressing to and enrolling in 300 level papers.

Some papers have prerequisites, corequisites and/or restrictions so careful programme planning is essential.

Using the Online Timetable

Just before the beginning of the semester it is a good idea to check your timetable online as sometimes the lecture times for a paper may change. To be sure you have the most up-to-date information, check the site: www.timetable.waikato.ac.nz

Printing a Timetable

Firstly, make sure you are looking at the 2014 timetable page, then click on ‘Create a Timetable’. Type in the paper codes of the papers you are taking in the specific semester (for example: ACCT101-14A MCOM102-14A STMG191-14A MKTG151-14A). Scroll down and select ‘Lectures only’ and ‘Printable version’, then click ‘Create’. This will bring up the times of all your lectures and the rooms they are in (HINT: the room numbers are underlined). You might also like to add your tutorial times to your timetable though this will have to be done manually as the timetable creates all available tutorial times if added as part of the above process.

Buying Your Textbooks

Most university papers require you to purchase a textbook. It is best to wait until you go to the first lecture for each of your papers to find out which textbook to buy and whether it is compulsory or recommended only. You can buy your textbooks on campus from Bennetts Bookshop. Students will usually get a discount on textbooks they purchase from Bennetts. You could also be lucky enough to find the required textbook at a second-hand bookshop or advertised on notice boards around the School.

Some papers have required paper readings (an assortment of articles put together by the lecturer) instead of textbooks. These readings can be bought through the Waikato Print shop on campus.

Assignments

The Language and Learning support team (see earlier section) are a useful resource you can assess, or you can look under the ‘Learning Resources’ tab on your MyWeb page, which includes information about databases, links to the library (see the library section below), links to Language and Learning resources and more.

Internal Assessment and Examinations

You should make yourself familiar with the School and University policies on assessment. School policy is found in the Quality Assurance Manual, which is accessible to all students as a link from the electronic paper outline via your MyWeb page. University policy is found in the 2014 University of Waikato Calendar or online at http://calendar.waikato.ac.nz/assessment/assessment.html

Provisional grades are not to be discussed with lecturers. Students need to direct all communication regarding their grades directly to the University’s Assessment Office.

It is possible to apply for special consideration or make alternative arrangements with respect to assessment and this is outlined in the School and University policies. Please note that the deadline for applying for special consideration for an exam or internal assessment is usually within three days of the assessment due date and must be accompanied with written evidence (for example a medical certificate that has to be dated within 24 hours of the exam or missed assessment date).

Review of Grade

Once your exam marks are final you can apply for a review of your grade if you think there has been some mistake made in the process of calculating the final grade you received. The deadline for a review of your grade is 14 days after the final exam marks are made available.

Submitting Assignments Electronically

You are able to submit assignments electronically through MyWeb. This is a convenient and safe method. The system will allow electronic submissions of your assignment up to 24 hours after the due date. However, late assignments usually incur penalties. Once you have uploaded an assignment you can delete it and resubmit another version up until the time the assignment is due. You are charged at the normal duplex rate for electronically submitted assignments if they are printed out in MSC.

Submitting Assignments by Paper

If you are instructed to hand-in your assignment at MSC you must attach a cover page. It will not cost you anything to print the cover page. Access the My Cover Sheets link on MyWeb and follow the instructions. Electronically submitted assignments automatically have this cover page attached.

Once you have attached your cover page to your assignment, place it in the box designated for your paper (you will find the boxes in the foyer of MSC as you come in the door. Look for the box labelled with your paper code). These boxes are cleared promptly at the time the assignment is due and then entered into the assignment database as received. This ensures that there is always an accurate record of who has handed-in their assignments.

Plagiarism

Plagiarism is a serious offence and disciplinary action will be taken against those students who submit work that is not their own, this may include not referencing your work, or having work that is unusually similar to your class mate or a previous student. Visit our Language and Learning support team to learn about how to avoid plagiarism.

Once your assignment has been electronically submitted it is run through a plagiarism software tool called Turnitin. Turnitin easily identifies any similarities between students’ assignments and helps assure academic staff of your learning and that any work you submit is your own and not copied or borrowed from someone else. Turnitin searches the internet and has a large international database which is used for assignment comparisons.

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HELPING YOU TO HELP YOURSELF

Submitting Late Assignments
Handing assignments in after the submission time may incur late penalties, such as deducted marks or a lower grade. As each paper may differ in the number of marks deducted, it is best to consult your paper outline, or contact the paper convenor. If you do hand-in your assignment late, it must still have a bar-coded cover-page, and you must hand it directly to a staff member at the MSC front counter. They will stamp it with the time and date it was handed in, add it to the assignment database and then send it on to the appropriate paper convenor.

Note(s): If you need an extension or wish to discuss a late assignment, it is your responsibility to contact the paper convenor and explain your situation and request an extension. If you don't know where the paper convenor's office is, you can search the Staff Directory from your MyWeb page, or ask MSC counter staff, or the School's receptionist.

Handing in Assignments After-hours
If you need to hand-in your assignment and MSC is closed, you can place the assignment in the after-hours box, which is cleared each weekday morning. You will find this box by the set of double doors leading onto the open walkway from ELT (Eastside Lecture Theatre – the building adjoined to the MSC).

Note(s): If MSC is open, DON'T put your assignment in this box! If you do, it may not be cleared until the following morning, and consequently your assignment will be marked as late.

Marked Assignments
Some assignments are marked electronically, and some are printed, marked and handed back. Assignments might be handed back to you during class time, or might need to be collected from MSC. Check with your lecturer or tutor for each paper. If you are collecting your assignment from MSC you will need to bring photo ID with you. Please note that there may be delays between when the assignment marks appear on MyWeb and when the hard copy is physically returned to MSC for pick-up.

The Library
The Library is an important resource that you will access during your study with us. Make the most of the resources that it offers by making sure you understand how to access the information.

You can go along to a Library orientation tour usually held at the beginning of each semester; these give a brief introduction to the Library and its services. You can also attend a tutorial programme normally offered throughout the year by Library staff, which provides details on the use of the Library catalogue, strategies for effective research, database searching for finding journal articles, referencing styles, EndNote (bibliographic software), and the internet. These tutorials are highly recommended for getting the most out of the Library and your time with us.

If you need immediate face-to-face help then enquiries can be made at the enquiries desk on the entrance level of the Student Centre. You can also meet with the Management Subject Librarians for further information on the Library, including opening hours, you can visit its website at: www.waikato.ac.nz/library or visit via the link in the 'Learning Resources' tab on your MyWeb page.

Student Concerns and Complaints
Students are encouraged to raise matters that are causing them concern so that they can be addressed, and so that the service we provide you can be improved. You can talk to your class representative, or contact your student representatives on the Faculty of Management Board (ask MSC staff for their contact details).

There is also a Student Concerns and Complaints Policy that provides a fair and safe process for raising matters of concern. The policy covers matters relating to academic programmes, University processes and procedures or actions by University staff, and can be viewed at http://calendar.waikato.ac.nz/policies/studentcomplaints.html

If you are not sure what to do, contact MSC for advice.

www.management.ac.nz

STUDENTS HELPING STUDENTS

Student Representatives – Class and Committees
Students in each paper elect one or two class members as class representatives. Class reps have two functions. The first function is liaison – so representing the interests of the class to the lecturer and the department, they also act as an intermediary between the class and the department. Class reps have a very important part to play in making communication possible between their class and academic staff.

The second function of class reps is to work on committees. Class reps can be elected to represent student interests on university committees. All representatives attend Subject Committee meetings regularly held in their departments. The Subject Committee is a place for students to air concerns and to consult with other students; it is the group from which students are elected to the Faculty Board, the University’s Academic Board and some other university committees.

The primary role of a representative is to present and help resolve collective concerns and issues raised by student members.

For more information on class representation, visit: www.waikato.ac.nz/sasad/enrolment/studrep1.shtml

Student Organisations
There are a range of student organisations that can add to your student experiences on campus and some of them are listed below.

AIESEC
AIESEC gives young, action-orientated individuals practical opportunities to develop the skills and awareness necessary to become globally minded, socially responsible leaders of tomorrow through international exchanges and links with the local business community. If students are looking to add another dimension to their undergraduate degree and would like the opportunity to meet new people and gain practical skills, they should join AIESEC.

Email aiesec@waikato.ac.nz for further information, or look out for posters that detail meeting times and venues.

Entrepreneurs in Action (ENACTUS)
ENACTUS is a global not-for-profit organisation active in 47 countries that motivates university students to create economic opportunity for others while discovering their own potential. Working in partnership with business and higher education, ENACTUS mobilises students around the world to use knowledge learned in the classroom to address real-world issues in their communities. ENACTUS students form teams in their university and develop outreach projects that teach market economics, entrepreneurship, financial literacy, personal success skills and business ethics. Each year, students present their projects at national competitions: the winners go on to compete globally at the ENACTUS World Cup.

Email info@enactuswaikato.org for further information.

Te Ranga Ngaku (TRN) – Māori @ Management Student Network
TRN is an established network within Waikato Management School. Membership is open to any Māori student studying at the Waikato Management School. The kaupapa of this rōpū is to encourage whakawhanaungatanga of all Māori students through manikakanga, awhi, and tautoko. The vision of TRN is to foster academic achievement and excellence amongst Māori management students.

To find out more, email terangangaku@gmail.com or find us on Facebook – Te Ranga Ngakua Incorporated.

www.management.ac.nz
HELPING YOU TO HELP YOURSELF

Waikato Management School Student Association (WMSSA)
WMSSA is a management students’ association aimed at supporting and connecting students to the business world by providing networking and mentoring opportunities. The Student Association delivers this through networking evenings, guest speakers, a mentoring service and other support services. Email wmss.assoc@gmail.com for further information.

Other Student Groups
» Beta Alpha Psi
» Human Resources Student Association
» Management Communication Students Association
» Waikato Association of Korean Students
» Waikato Investment Club.

THE UNIVERSITY OF WAIKATO SERVICES AND FACILITIES

In addition to the services offered by Waikato Management School, the University of Waikato also offers a range of support services to ensure your time here is hassle-free. Some of these services are listed below, but you can also visit www.waikato.ac.nz/students/choose-waikato/student-support.shtml

Accommodation Advisory Service
The Accommodation Adviser helps students to find accommodation by providing listings of houses, flats and boarding situations. The Adviser is also available to give advice on tenancy issues. Phone +64 7 838 4084, or email accom@waikato.ac.nz

Careers and Employment Centre
Careers and Employment staff provide CV writing assistance, workshops on job-related topics, organise employer visits, and advertise current vacancies for graduates on the www.waikato.ac.nz/sasad/careers website. The Careers and Employment Centre is located in room CHSS.G.195 in the Student Services Building, phone +64 7 838 4466 extn 6264 or email careers@waikato.ac.nz

Counselling Services
The Student Counselling Service is located in the Student Services building, behind the Chapel, off the Gate 1 car park. Counsellors are available on campus to provide support and help students adjust to life at university. The counsellors are qualified and familiar with issues affecting students and offer a free service. To make an appointment with a counsellor, phone +64 7 838 4307 or email student_services@waikato.ac.nz

Disability Support Service
The Disabilities Co-ordinator is available as a contact person to provide information and disability support, including for those who are suffering a temporary disability. Assistance might include enrolment matters, campus maps and information, parking permits, access to lecture information, seating in lecture theatres, examination assistance, alternative formatting for printed material, note taking, computer support, advice and specialised equipment eg dictaphones. The Disabilities Co-ordinator is located in the Student Services building, phone +64 7 838 4711 or call in at room CHSS.G.26.

Ecumenical Chaplain
The University has an Ecumenical Chaplain who offers a willing ear and a range of services for students, including meetings, worship services, and weddings. A Catholic Priest also works part-time at the Lady Goodfellow Chapel. To contact the chaplain, phone +64 7 838 4466 extn 8576. Concerts, recitals and other activities are also held regularly in the Chapel.

HELPING YOU TO HELP YOURSELF

Harassment Contact Person Network
If you have experienced some form of harassment, you do not have to feel it is your fault and you can do something about it. You are encouraged to act promptly to seek help and support. The University has a network of harassment contact people whose role is to explore options and offer support. Contact details can be found at www.waikato.ac.nz/hrm/internal/harassment.shtml

Health Services
The Student Health Service is part of the Student Services building, behind the Chapel, off the Gate 1 car park. The Student Health Service or Medical Centre has a team of four doctors and nurses to meet students’ medical needs. There is also a pharmacy located on campus in the Village Green shopping complex.

Sport and Leisure Services
The University Recreation Centre (Uni Rec Centre) is a great place to get involved in sport or leisure activities. Located on campus, off Gate 1 Knighton Road, the Uni Rec Centre provides a great choice of both facilities and services, with cheap membership rates for students.

The Student Health Service is part of the Student Services building, behind the Chapel, off the Gate 1 car park. The Student Health Service or Medical Centre has a team of four doctors and nurses to meet students’ medical needs. There is also a pharmacy located on campus in the Village Green shopping complex.

Student Financial Adviser
A financial adviser is available to help students with any money-related issues including planning a budget, dealing with STUDYLINK, and applying for special assistance and grants. The Student Finance Adviser is located in the Accommodation and Conference Services Building, phone +64 7 838 4910.

University of Waikato Student Centre
In addition to MSC you can also access the University’s Student Centre in the Library and be provided with a wide range of administrative services. The Student Centre is open Monday to Friday (8.30am to 5.00pm). Please contact them if you need help and advice on any of the following: admission, enrolment, academic records, change of name/address, ID cards, graduation. For more information please phone 0800 WAIKATO, fax +64 7 838 4370, or email info@waikato.ac.nz

Student Parking
You may park in any of the general parking areas on campus. Gate 10 on Silverdale Road is a very large general car park in which anybody can park and is close to Waikato Management School.

For further information about sport and leisure phone +64 7 838 4177 or email unirec@waikato.ac.nz

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A financial adviser is available to help students with any money-related issues including planning a budget, dealing with STUDYLINK, and applying for special assistance and grants. The Student Finance Adviser is located in the Accommodation and Conference Services Building, phone +64 7 838 4910.

University of Waikato Student Centre
In addition to MSC you can also access the University’s Student Centre in the Library and be provided with a wide range of administrative services. The Student Centre is open Monday to Friday (8.30am to 5.00pm). Please contact them if you need help and advice on any of the following: admission, enrolment, academic records, change of name/address, ID cards, graduation. For more information please phone 0800 WAIKATO, fax +64 7 838 4370, or email info@waikato.ac.nz

Student Parking
You may park in any of the general parking areas on campus. Gate 10 on Silverdale Road is a very large general car park in which anybody can park and is close to Waikato Management School.

Watch out for the permit parking areas as these are for staff only (including Gate 7, Hillcrest Road) – illegally parked cars are clamped, and a fee is payable to remove the clamp.

Please note that you are bound by the University’s parking and traffic regulations, which can be found in the 2014 University of Waikato Calendar at http://calendar.waikato.ac.nz

www.management.ac.nz
HOW TO GET INTO WAIKATO

Admission Statute
The University of Waikato Admission Statute provides detailed information regarding University Entrance, Discretionary Entrance, Special Admission, Admission at entrance level or with credit from previous study, and English Language requirements. The Admission Statute is applicable for both domestic and international students and can be found in the 2014 University of Waikato Calendar or visit http://calendar.waikato.ac.nz/admission/admissionstatute.html

University Entrance
A list of approved subjects and specifics of the literacy and numeracy requirements and current details for University Entrance can be found online at www.nzqa.govt.nz/qualifications-standards/awards/university-entrance/

University Entrance from NCEA for students achieving UE in 2013 or earlier
» Numeracy Level 1 or higher – 14 credits at Level 3 or higher in an approved subject
plus
» Literacy Level 2 or higher – 8 credits in English or te reo Māori (including 4 reading and 4 writing from the specified list visit www.waikato.ac.nz/go/UEliteracy)
plus
» 14 credits at Level 3 or higher in an approved subject
» 14 credits at Level 3 or higher in an approved subject
» 14 credits at Level 3 or higher in no more than two domains or approved subjects

New University Entrance requirements from NCEA for students in Years 11 and 12 in 2013 and starting university in 2015 and beyond
» Numeracy Level 1 or higher – 10 credits from specified achievement standards available through a range of subjects or from a package of three numeracy unit standards (26623, 26626, 26627 – all three required)
plus
» Literacy Level 2 or higher – 10 credits (including 5 reading and 5 writing from the specified list visit www.waikato.ac.nz/go/UEliteracy)
plus
» 14 credits at Level 3 or higher in an approved subject
» 14 credits at Level 3 or higher in an approved subject
» 14 credits at Level 3 or higher in an approved subject
» Achieve NCEA Level 3

Discretionary Entrance
You may be eligible for Discretionary Entrance if you are a New Zealand citizen or permanent resident aged between 16 and 20 and you do not meet the University Entrance standard. For full details visit http://calendar.waikato.ac.nz/admission/admissionstatute.html

Special Admission
You may be eligible for Special Admission if you are aged 20 or over. Approval for an application is based on your submission, your proposed programme of study, your past academic achievements and evidence of your preparedness for university study. For full details visit http://calendar.waikato.ac.nz/admission/admissionstatute.html

Admission at Entrance Level or with Credit from Previous Study
You may be eligible for admission at Entrance Level if you:
» Have a qualification that is considered to be equivalent to University Entrance like the Cambridge International Examinations or International Baccalaureate; and/or
» Have completed previous tertiary study
For full details visit http://calendar.waikato.ac.nz/admission/admissionstatute.html

International Students
International students are advised to visit the University International Services Office website; it contains valuable information regarding entry requirements, courses, costs, student visas/permits and scholarships. For more information visit www.waikato.ac.nz/international

Undergraduate Qualifications
International students must have at least a University Entrance qualification equivalent to the New Zealand University Entrance and 13 years of school study.

Postgraduate Qualifications
All international students applying for entry to a postgraduate qualification must have the equivalent of a New Zealand bachelor's degree from a recognised university. Students are generally required to have completed a major in their intended area of study, with a B+ average in advanced courses, in the subject in which they wish to specialise.

English Language Requirements
Applicants whose first language is not English will need to supply satisfactory evidence of meeting the English language requirements for their qualification.
For more information visit www.waikato.ac.nz/students/international/entryreq/

More Ways to Gain Admission
If you are under 20 years of age and have been home schooled and do not have University Entrance, you may be eligible for admission.
Please contact the University on 0800 WAIKATO (0800 924 528) for further advice about admission.

Credit for Papers Previously Completed
If you have passed papers at the University of Waikato or another university, which have not been counted towards a completed qualification, then it may be possible to apply for credit toward your programme. To apply for credit, all you need to do is tick a box on the Application to Enrol form and supply an official academic record of your previous study. The fee ranges from $50 to $100 depending on the type of credit applied for.
SPECIFIC PROGRAMME ADMISSION REQUIREMENTS

Undergraduate Programmes
There are no additional admission requirements for any of the following programmes:
» Bachelor of Business Analysis – Financial
» Bachelor of Communication Studies
» Bachelor of Electronic Commerce
» Bachelor of Entrepreneurship
» Bachelor of Management Studies
» Bachelor of Tourism – Tourism and Hospitality Management
» Certificate

If you have a relevant certificate qualification, or evidence of training, experience and ability that makes you suitable for undergraduate study at the diploma level, as deemed by the University’s Academic Board; and you have University Entrance and NCEA Level 3 then you are eligible to apply for admission to the:
» Diploma

Honours Programmes
You can apply for admission if you meet all of the relevant following requirements:

Bachelor of Management Studies with Honours
» Gained 360 points towards your BMS at Waikato Management School
» Passed all the compulsory papers up to and including 300 level
» Achieved a B+ average (Grade Point Average (GPA) above 5.5) or better in papers at 200 level and above.

Bachelor of Business Analysis – Financial with Honours
» Been awarded the BBA(Fin) degree at the University of Waikato, or a qualification considered equivalent by the Academic Board, and
» Achieved a B+ average in the specialist subject area you intend to take for honours.

Bachelor of Electronic Commerce with Honours
» Been awarded the BECom degree at the University of Waikato, or a qualification considered equivalent by the Academic Board, and
» Achieved a B+ average.

Bachelor of Communication Studies with Honours
» Been awarded the BCS degree at the University of Waikato, or a qualification considered equivalent by the Academic Board, and
» Achieved a B+ grade average in the specialist subject area you intend to take at honours level.

Bachelor of Tourism – with Honours
» Been awarded the BTour(THMgt) degree at the University of Waikato, or a qualification considered equivalent by the Academic Board, and
» Achieved a B+ average.

Graduate and Postgraduate, Certificate and Diploma Programmes
Admission to any of the following programmes does not automatically imply admission to particular papers so you may need to complete prerequisite papers. In some cases this may mean that you will need to complete more than the minimum points required for any given programme.

Graduate Certificate and Graduate Diploma
You can apply for admission if you meet the relevant following requirements:

Graduate Certificate and Graduate Diploma
» You have a bachelors degree or significant relevant work experience (normally three years).
» If you wish to enrol your first step is to consult an adviser in the Management Student Centre (MSC).

Postgraduate Certificate and Postgraduate Diploma
» You have a bachelors degree and have completed with a B+ grade average in the subject you intend to take for the postgraduate certificate/diploma.

Masters Programmes
If your qualifications are from a tertiary institution outside New Zealand, the University’s Student and Academic Services Division will evaluate your qualification’s standing within New Zealand.
You can apply for admission if you meet the relevant following requirements:

Master of Electronic Commerce
You have:
» Completed a BECom, or equivalent from another university, or
» Completed graduate study in either an honours degree, or postgraduate diploma in a relevant subject area (at least 120 points), and
» Satisfied the requirements to study the chosen subject at graduate level, normally a B+ grade average.
If you wish to enrol, your first step is to consult an adviser in the Management Student Centre (MSC).

Master of Management Studies
You have:
» Completed a BMS, BBA(Fin), BECom, BCS, BTour(THMgt), or equivalent commerce, management or business degree in any area from another university, or a bachelors degree in a relevant specialist area (for example, agribusiness, finance, or communication), and
» Satisfied the requirements to study at graduate level, normally a B+ grade average.
If you wish to enrol, your first step is to consult an adviser in the Management Student Centre (MSC).

Master of Professional Management
You have:
» Completed a BBA(Fin), BCS, BECom, BMS, BTour(THMgt), or equivalent commerce, management or business degree in any area from another university, or a bachelors degree in a relevant subject area (at least 120 points), and
» Satisfied the requirements to study the chosen subject at graduate level, normally a B+ grade average.
If you wish to enrol, your first step is to consult an adviser in the Management Student Centre (MSC).
Qualifications

Corporate and Executive Education Programmes
You can apply for admission if you meet the relevant following requirements:

Master of Business Administration
For the 120 point programme you have either:
» BMS(Hons) with at least Second Class Honours (first division), or equivalent degree, or
» Postgraduate Diploma in Management Studies with a B+ average, and
» At least five years of relevant work experience in a managerial or related role.
For the 240 point programme you have either:
» A University of Waikato bachelors degree, or an equivalent tertiary degree or
» Adequate training, experience and ability to proceed with the MBA, and
» At least five years of work experience in a managerial or related role.

Master of Business and Management
You have:
» A University of Waikato bachelors degree, or equivalent qualification(s) from a recognised tertiary institution, in any subject area, and
» Have been accepted by the Dean of Waikato Management School who will have consulted with the Associate Dean Enterprise.

Your acceptance into the programme might be subject to the completion of any qualifying papers, or additional work as may be required, either prior to your admission or concurrently.

Note(s): The above regulations have been changed since 2013, but are subject to external approval processes; if approved these changes will be applied in 2014.

Postgraduate Diploma in Management Studies
You have either:
» Bachelors degree, or
» Tertiary or relevant professional qualification, and
» At least five years of work experience in a managerial or related role.

In some cases the requirements for formal degree qualifications can be waived where relevant practical experience is deemed to offset a lack of prior tertiary study.

Postgraduate Certificate in Management Studies
Normally you will have:
» Degree level tertiary qualification, and
» Relevant work experience.
Students with extensive relevant experience only will be considered on a case by case basis.

Postgraduate Certificate in Business Research (not offered 2014)
You have completed either:
» Master of Business Administration
» Master of Management Studies
» Master of Electronic Commerce, or
» An equivalent qualification from a recognised university with a B+ grade average.

Bachelor of Management Studies
Successful business leaders need a comprehensive understanding of all of the key areas of management. The Bachelor of Management Studies is designed to give you more than just a standard commerce degree.

It’s the focus on general management that makes our Bachelor of Management Studies (BMS) stand out. Not only will you receive a solid grounding in your specialty subject, you’ll learn what makes a business perform and what creates business leaders.

The BMS is long recognised by employers as New Zealand’s premier management degree. The extra year of the BMS, compared to other commerce degrees, expands your career options. As well as covering all the core subjects that are central to management, you can specialise in up to two different areas, achieving a good grounding in both.

Throughout your four-year degree you’ll get practical experience. You’ll develop a marketing plan for a new product in your first year, take part in a case competition in your third year. In your fourth year you’ll investigate an issue within a company plus produce a complete research report.

Degree Planner – Bachelor of Management Studies (BMS)

Note(s): See subject information for specific paper requirements for your major(s).
Learning Goals

The learning goals are expressions of the expected outcomes for graduates who undertake our programmes. The six goals that are common to all of the undergraduate programmes are:

1. **Commercial Context:** Graduates have a broad understanding of the business environment and organisational context in which management decisions are made.
2. **Connectedness:** Graduates think and act globally and locally.
3. **Citizenship:** Graduates have developed awareness and holistic understanding of their role as responsible citizens within their organisations and society more generally.
4. **Critical Thinking:** Graduates are able to engage real-world problems in a theoretically informed, rigorous and questioning manner.
5. **Communication:** Graduates have excellent oral, aural, written and electronic communication skills.
6. **Collaboration:** Graduates have the interpersonal skills required to participate effectively within and between organisations.

The specific learning goal for this qualification is:

Graduates have an integrated understanding of management and the ability to act as a specialist in at least one area, together with a holistic appreciation of both national and international business contexts.

Degree Requirements

To complete the BMS degree you must:

- Pass all compulsory papers (see notes below)
- Complete the requirements for a first major
- Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
- Pass a Writing Competency Module (WCM) (see notes below)
- Take an Employment Skills Module (ESM)
- Pass a minimum of 480 points.

The 480 points requirement must include at least:

- 360 points at 200 level or above
- 200 points at 300 level or above
- 80 points at 400 level or above

You can choose to:

- Take a second major
- Take a specialisation
- Take other elective papers
- Take a maximum of 120 points from outside the field of the degree.

The field of the degree includes all BMS major subjects and compulsory papers.

**Note(s):** If you are taking an Accounting major then you can swap HRMG241 with ACCT231 though you may not also count it towards your Accounting major. However, you are strongly encouraged to take HRMG241 as one of your elective papers. If you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

Major Requirements

You must select at least one of the subjects below:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Economics</td>
</tr>
<tr>
<td>Agribusiness</td>
<td>Electronic Business</td>
</tr>
</tbody>
</table>

Finance

Hospitality Management

Human Resource Management

International Management

Management Communication

For any of the above subjects taken as a first or second major you must:

- Complete any specific major paper requirements listed under the qualification in the subject section
- Pass 120 points above 100 level.

And include at least:

- 60 points at 300 level or above
- 40 points at 400 level or above.

And:

- You may not count any compulsory paper towards your first major although MNGT221 can be counted towards your second major subject if it is selected from those listed above.

Other Choices

You can choose to take a second major in any other WMS subject not listed above; the above requirements are applicable except the specific major paper requirements are listed under the Generic 2nd Major heading in the subject section.

You can also choose to take a second major in a subject from another Faculty. If you make this choice then you must follow the regulations stated by the other Faculty to complete the major.

Please be aware that sometimes choosing a second major may mean that more than 480 points are required to complete your degree and you may also be required to complete prerequisite papers.

You can also choose to take a specialisation; please refer to the Specialisations section for further information.

Practical Experience

**499/599 Report of an Investigation**

One of the key features of the BMS degree is the core paper named Report of an Investigation (or the ‘499/599’). The 499/599 investigation is a vital part of the BMS in that it gives you experience in undertaking research in a real management environment. The 499/599 provides an important link between the theory being learnt and the application of that theory.

**Enrolment warning:** Be sure to include your 499/599 in the programme of study you enrol for by the enrolment deadlines even if you do not intend to start your report until later in the year. Please be aware that the timing of your 499/599 may affect your student loan.

The 499/599 prerequisites must be completed before you can begin and you are allowed 32 weeks to complete the investigation. The 499 is available to BMS students and the 599 is available to BMS(Hons) students.

Information for getting started on a 499/599 is available from the 499/599 Information Board at the Management Student Centre located in MS1. Students can help themselves to project proposal forms, sponsor brochures, the Getting Started Guide and other up to date information. Final report forms and covers for the report are available from the counter at the Management Student Centre. All 499/599 information is also available from the website: www.management.ac.nz/499

Ethical Approval of Research: Please be aware that the University policy on Research Ethics must be abided with, please refer to the Conducting Research tab on the WMS 499 information page, see www.management.ac.nz/499 for further information.
QUALIFICATIONS

496/596 A Management Internship: From Theory to Practice
This paper provides students with a relevant and meaningful internship experience in a professional and supporting organisation, and allows the opportunity to practise discipline knowledge in an organisational setting. Enrolment in this paper is subject to appropriate internships being available, achieving a high overall grade point average for past papers and involves a competitive process including a formal interview with the host organisation.

Assurance of Learning
All BMS students must complete a test of General Business Knowledge (GBK) and a Subject Specific (SS) test. The GBK test is designed to determine the level of general understanding of business and management. It covers the content of all the core subjects within the BMS and includes specific questions on management for sustainability and general business knowledge. The SS test is designed to determine the level of general understanding within the major, and it covers topics that have been studied in completing the major. The School will use the information it obtains from the results of these tests as part of a process designed to improve its programmes.

Special Credit Arrangements
Waikato Management School has developed credit arrangements, also known as articulation agreements, with the polytechnics below. These agreements enable students to meet most of the requirements of the first two years of the BMS by completing a prescribed package of New Zealand Diploma in Business papers (with a B grade average):
» Waikari Institute of Technology in Rotorua (WIT)
» Bay of Plenty Polytechnic in Tauranga (TGA)
» Wintec in Hamilton.
If you have any further questions about credit, the Management Student Centre (MSC) or the University’s Academic Pathways and Quality Office can help you.

BMS/BMS(Hons) as Part of a Conjoint Degree
Conjoint degrees are taken simultaneously. When you take a conjoint degree the requirements allow you to complete the two components in a shorter period of time than would ordinarily be possible. All of our undergraduate degrees are also available as a conjoint degree with most other University of Waikato undergraduate degrees.

Conjoint degrees are just one possibility and if you are thinking of this option then we strongly advise you to seek academic advice about these programmes. Other options such as double majors, graduate and postgraduate diplomas, or masters programmes are also worth considering. Not all conjoint combinations may be available every year.

Please contact the relevant Faculty/School to discuss the requirements of its component of the conjoint degree.

Conjoint Degree Requirements
You must:
» Meet the admission requirements for each of the component degrees
» Enrol in at least one paper for each of the component degrees each year, unless one component has been completed
» Count each paper towards only one component degree.

Additional requirements can be found in the 2014 University of Waikato Calendar or online at http://calendar.waikato.ac.nz/regulations/bachelor/conjointdegrees.html

To complete the BMS or BMS(Hons) component of a conjoint degree, you must:
» Pass all the compulsory papers for the BMS or BMS(Hons) degree (see notes below)
» Complete the requirements for a first major as stated in the BMS or BMS(Hons) major requirements
» Pass a Computer Competency Module (CCM) usually undertaken in the first year of study

Note(s): See subject information for specific paper requirements for your major(s).

BMS/LLB as a Conjoint Degree
If you wish to take the BMS/LLB conjoint then the core paper MNGT221 requirement is met by passing LAWS204 and is therefore replaced by an additional elective paper at 200 level or above.

## Degree Planner – Bachelor of Management Studies (BMS/BMS(Hons)) as part of a Conjoint Degree

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>YEAR 4</th>
<th>MODULES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT101 Accounting for Management</td>
<td>ECON200 Macroeconomics and the Global Economy</td>
<td>STMG301 Strategic Management</td>
<td>499 or MNGT496</td>
<td>Writing Competency</td>
</tr>
<tr>
<td>ECON100 Business Economics and the NZ Economy</td>
<td>FINA201 Finance</td>
<td>300 LEVEL or above</td>
<td>400 LEVEL 500 LEVEL</td>
<td>Computer Competency</td>
</tr>
<tr>
<td>MKTG151 Introduction to Marketing</td>
<td>HRMG241 Organisational Behaviour</td>
<td>300 LEVEL or above</td>
<td>400 LEVEL 500 LEVEL</td>
<td>Employment Skills</td>
</tr>
<tr>
<td>MSYS111 Integrated Thinking: E-Business and Supply Chain Management</td>
<td>MCOM200 Management Communication</td>
<td>300 LEVEL or above</td>
<td>400 LEVEL 500 LEVEL</td>
<td></td>
</tr>
<tr>
<td>STAT160 Management Statistics</td>
<td>MNGT221 Business Law, Ethics, Sustainability and the Treaty of Waitangi</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STMG191 Introduction to Management</td>
<td></td>
<td>200 LEVEL or above</td>
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</tr>
</tbody>
</table>

Note(s): See subject information for specific paper requirements for your major(s).
BACHELOR OF MANAGEMENT STUDIES WITH HONOURS

In the third year of the BMS, top students with at least a B+ average may qualify for entry to the highly regarded BMS Honours degree. BMS Honours provides an opportunity to further explore and develop areas of interest in your chosen field as well as demonstrate excellence to employers, and it enables you to include a first year of graduate study as part of your degree.

Eligible for BMS(Hons) and Thinking of Masters?

To ensure that you get the best pathway option to meet your future plans – talk to a MSC adviser about the new choices that are available.

Degree Planner – Bachelor of Management Studies with Honours (BMS(Hons))

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>YEAR 4</th>
<th>MODULES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT101 Accounting for Management</td>
<td>ECON200 Macroeconomics and the Global Economy</td>
<td>STMG391 Strategic Management</td>
<td>599 or MNGT596</td>
<td>Writing Competency</td>
</tr>
<tr>
<td>ECON100 Business Economics and the NZ Economy</td>
<td>FINA201 Finance</td>
<td></td>
<td>200 LEVEL or above</td>
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<tr>
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<td>HRMG241 Organisational Behaviour</td>
<td></td>
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<td></td>
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<tr>
<td>MSYS111 Integrated Thinking; E-Business and Supply Chain Management</td>
<td>MCOM200 Management Communication</td>
<td></td>
<td>300 LEVEL or above</td>
<td></td>
</tr>
<tr>
<td>STAT160 Management Statistics</td>
<td>MNGT221 Business Law, Ethics, Sustainability and the Treaty of Waitangi</td>
<td></td>
<td>300 LEVEL or above</td>
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<tr>
<td>STMG191 Introduction to Management</td>
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<td>200 LEVEL</td>
<td></td>
</tr>
</tbody>
</table>

Note(s): See subject information for specific paper requirements for your major(s).

Learning Goals

In addition to the expected learning outcomes for the BMS, the BMS(Hons) has the following expected outcomes for graduates:

1. Graduates understand, and are able to critically review and synthesise the core theory, perspectives and analytical approaches within the area of the degree.
2. Graduates can apply skills and knowledge to find, interpret, critique and evaluate research, commentary and policy relating to the area of the degree.
3. Graduates can make decisions, find solutions and develop applications within the area of the degree, informed by disciplinary knowledge and sustainability concepts.
4. Graduates can effectively communicate arguments, findings and ideas informed by research within the area of the degree.

Degree Requirements

To complete the BMS(Hons) you must:

- Pass all compulsory papers
- Complete the requirements for a first major
- Pass a Computer Competency Module (CCM) usually undertaken in the first year of study as part of BMS
- Pass a Writing Competency Module (WCM) usually undertaken in the first year of study as part of BMS
- Take an Employment Skills Module (ESM)
- Pass a minimum of 480 points
- Submit a Portfolio of Achievement.

The 480 points requirement must include at least:

- 360 points at 200 level or above
- 200 points at 300 level or above
- 120 points at 500 level.

You can choose to:

- Take a second major
- Take a specialisation
- Take other elective papers
- Take a maximum of 120 points from outside the field of the degree.

The field of the degree includes all BMS major subjects and compulsory papers.

Note(s): If you are taking an Accounting major then you can swap HRMG241 with ACCT231 though you may not also count it towards your Accounting major. However, you are strongly encouraged to take HRMG241 as one of your elective papers.

Major Requirements

You must select at least one of the subjects below:

| Accounting | International Management |
| Agribusiness | Management Communication |
| Economics | Marketing |
| Electronic Business | Public Relations |
| Finance | Strategic Management |
| Hospitality Management | Supply Chain Management |
| Human Resource Management | Tourism Management |
For any of the subjects (listed under ‘Major Requirements’) taken as a first or second major you must:
» Complete any specific paper requirements listed under the qualification in the subject section
» Pass 120 points at 200 level or above.
And include at least:
» 60 points at 300 level or above
» 30 points at 500 level or above.
And:
» You may not count any compulsory paper towards your major unless you are taking two majors, and then you may count your S99 or MNGTS96 paper, provided it is approved as relevant to that major, and you have included a further 30 points at 500 level in that subject.

Other Choices
You can choose to take a second major in any other WMS subject not listed above; the above requirements are applicable except the specific major paper requirements are listed under the Generic 2nd Major heading in the subject section.
You can choose to take a second major in a major subject from another Faculty. If you make this choice then you must follow the regulations stated by the Faculty to complete the major.
Please be aware that sometimes choosing a second major may mean that more than 480 points are required to complete your degree and you may also be required to complete prerequisite papers.
You can also choose to take a specialisation; please refer to the Specialisations section for further information.

Assurance of Learning
Tests
All BMS(Hons) students must complete a test of General Business Knowledge (GBK) and a Subject Specific (SS) test. The GBK test is designed to determine the level of general understanding of business and management. It covers the content of all the core subjects within the BMS and includes specific questions on management for sustainability and general business knowledge. The SS test is designed to determine the level of general understanding within a major, and it covers topics that have been studied in completing the major. The School will use the information it obtains from the results of these tests as part of a process designed to improve its programmes.

Portfolio of Achievement
Near the completion of the BMS(Hons) you will also be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree. Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

Class of Honours
The degree may be awarded with:
» First Class Honours (equivalent to a GPA of 7 or higher)
» Second Class Honours (first division) (equivalent to a GPA of 6)
» Second Class Honours (second division) (equivalent to a GPA of 5).
If awarded, the class of honours will be determined on the basis of your grades in the 500 level papers. However, if you do not meet any of the above standards then you may be awarded the BMS degree without honours.

Frequently Asked Questions
How is the GPA for entry to the BMS(Hons) degree calculated?
Your Grade Point Average (GPA) is calculated on the basis of the grades you have obtained in 200, 300 and 400 level papers completed prior to admittance to honours. You will need to have achieved a GPA above 5.5 (B+) in these papers for entry into the BMS(Hons) degree. More weight (2/3rds) will be placed on your performance in your completed papers at or above 300 level than in your completed 200 level papers (1/3rd).

Formula for calculating GPA:
1. Each of the grades for 200, 300 and 400 level papers completed are assigned a value: A+ = 9, A = 8, A- = 7 and so on to RP = 1
2. Add together all the 200 level values and divide the result by the number of 200 level papers completed, then multiply by 0.33
3. Add together all the 300 and 400 level values and divide the result by the number of 300 and 400 level papers completed, then multiply by 0.67
4. Add the results from 2. and 3. together
5. If the result from 4. is above 5.5 then you are eligible to apply for the BMS(Hons) degree.

Should I apply for honours or will I be invited?
An invitation programme is only run at the end of the B Semester. Students who are eligible at this time are invited into the programme. However, if you have not met all the requirements for entry at the end of B Semester you will not be automatically invited, therefore you need to apply via an application form. If you wish to commence honours at another time, for example, after Summer School and the end of A Semester, or you have been granted credit towards the BMS from previous study, you must apply by filling in an application form and handing it to the Management Student Centre.

I haven’t completed enough papers – will you still consider my application?
If you haven’t completed enough papers at the time of your application to the honours degree, but meet the other entry criteria, you will be considered for admission. You need to apply on the application form and hand this to the Management Student Centre.

I believe I have a special case for admission – what should I do?
If you do not meet the listed entry criteria for the honours degree, but believe there are valid reasons why your application should be considered, then you are welcome to apply. A letter outlining the circumstances of the application is essential.

I am considering commencing honours with a Summer School 500 level paper – what should I do?
If you intend to commence honours with a 500 level paper at Summer School you should apply for admission to the programme rather than wait to be invited. These students will be identified and decisions made quickly, so that the course reading may commence on time if the application is successful.

Please contact the Management Student Centre for more information on +64 7 838 4303, or msc@waikato.ac.nz

www.management.ac.nz
BACHELOR OF BUSINESS ANALYSIS – FINANCIAL

If numbers and their meaning are your game, then this uniquely focused programme offers you an alternative business degree to management studies.

The BBA(Fin) is a three-year degree with a particular emphasis on financial analysis. It will open career opportunities in accounting, economics, investment banking or stock broking or any number of financial sector careers. Rather than covering the broader aspects of business management, you’ll look in depth at the quantitative (math based) disciplines.

Your first major will be in accounting, economics or finance; it’s strongly recommended that you also choose a second major. While this can be in any subject, you’ll really focus your qualification if you take a second major in another BBA(Fin) subject. You can study any combination of two of the three subjects, such as accounting and finance, or economics and accounting. Other good second major subjects include statistics, mathematics or computer science.

Plus, if you choose to major in accounting, you can use this degree as a route to meet the academic requirements for membership of the New Zealand Institute of Chartered Accountants (NZICA).

### Degree Planner – Bachelor of Business Analysis – Financial (BBA(Fin))

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>MODULES</th>
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</thead>
<tbody>
<tr>
<td>ACCT101 Accounting for Management</td>
<td>ECON200 Macroeconomics and the Global Economy</td>
<td>300 LEVEL or above</td>
<td>Writing Competency</td>
</tr>
<tr>
<td>ECON100 Business Economics and the NZ Economy</td>
<td>FINA201 Finance</td>
<td>300 LEVEL or above</td>
<td>Computer Competency</td>
</tr>
<tr>
<td>MATH166 Management Mathematics</td>
<td>200 LEVEL or above</td>
<td>300 LEVEL or above</td>
<td>Employment Skills</td>
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<tr>
<td>MSYS111 Integrated Thinking: E-Business and Supply Chain Management</td>
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<tr>
<td>STAT160 Management Statistics</td>
<td>200 LEVEL or above</td>
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<tr>
<td>STMG191 Introduction to Management</td>
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</table>

Note(s): See subject information for specific paper requirements for your major(s).

### Learning Goals

The learning goals are expressions of the expected outcomes for graduates who undertake our programmes. The six goals that are common to all of the undergraduate programmes are:

1. **Commercial Context:** Graduates have a broad understanding of the business environment and organisational context in which management decisions are made.
2. **Connectedness:** Graduates think and act globally and locally.
3. **Citizenship:** Graduates have developed awareness and holistic understanding of their role as responsible citizens within their organisations and society more generally.
4. **Critical Thinking:** Graduates are able to engage real-world problems in a theoretically informed, rigorous and questioning manner.
5. **Communication:** Graduates have excellent oral, aural, written and electronic communication skills.
6. **Collaboration:** Graduates have the interpersonal skills required to participate effectively within and between organisations.

The specific learning goal for this qualification is:

» Graduates have a sound understanding of financial analysis and a specialisation (major) in at least one of the areas of accounting, economics and finance.

### Degree Requirements

To complete the BBA(Fin) degree, you must:

» Pass all the compulsory papers

» Complete the requirements for a first major

» Pass a Computer Competency Module (CCM) usually undertaken in the first year of study

» Pass a Writing Competency Module (WCM) (see note below)

» Take an Employment Skills Module (ESM)

» Pass a minimum of 360 points.

The 360 points requirement must include at least:

» 240 points at 200 level or above

» 80 points at 300 level or above

» 40 points at 200 level or above in a subject/s other than the major.

You can choose to:

» Take a second major

» Take a specialisation

» Take other elective papers.

Students who choose not to take a second major may take a maximum of 80 points from outside the field of the degree. The field of the degree includes all management subjects and the compulsory papers for the degree.

**Note(s):** If you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

### Major Requirements

You must select at least one of the subjects below:

- **Accounting**
- **Economics**
- **Finance**
Conjoint Degree Requirements

You must:

» Meet the admission requirements for each of the component degrees
» Enrol in at least one paper for each of the component degrees each year, unless one component has been completed
» Count each paper towards only one component degree.

Additional requirements can be found in the 2014 University of Waikato Calendar or online at http://calendar.waikato.ac.nz/regulations/bachelor/conjointdegrees.html

To complete the BBA(Fin) component of a conjoint degree, you must:

» Pass all the compulsory papers for the BBA(Fin) degree
» Complete the requirements for a first major as stated in the BBA(Fin) major requirements
» Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
» Pass a Writing Competency Module (WCM) (see note below)
» Take an Employment Skills Module (ESM)
» Pass a minimum of 270 points.

The 270 points requirement must include at least:

» 180 points at 200 level or above
» 60 points at 300 level or above
» 40 points at 200 level or above in a subject/s other than the major.

Note(s): If you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

Degree Planner – Bachelor of Business Analysis – Financial (BBA(Fin)) as part of a Conjoint Degree

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<thead>
<tr>
<th>YEAR 1</th>
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<td>FINA201</td>
<td>300 LEVEL or above</td>
<td>Computer Competency</td>
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<td>Business Economics and the NZ Economy</td>
<td>Finance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH166</td>
<td>200 LEVEL or above</td>
<td>Employment Skills</td>
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<td>Integrated Thinking: E-Business and Supply Chain Management</td>
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<tr>
<td>STAT160</td>
<td>200 LEVEL or above</td>
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<td>Management Statistics</td>
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<td>Introduction to Management</td>
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</table>

Note(s): See subject information for specific paper requirements for your major(s).
QUALIFICATIONS

BACHELOR OF BUSINESS ANALYSIS WITH HONOURS – FINANCIAL

The BBA(Hons)(Fin) degree provides a first year of postgraduate study that follows on from the BBA(Fin) degree; or you may wish to proceed directly to a 180-point masters degree. Postgraduate study gives you an opportunity to further explore and develop areas of interest in your chosen field as well as demonstrate excellence to employers.

Degree Requirements
To complete the BBA(Hons)(Fin) you must:
» Pass 120 points at 500 level
» Take a dissertation
» Complete any specific subject paper requirements listed under the qualification in the subject section
» Include at least 60 points in one of the main subjects: Accounting, Economics or Finance
» Submit a Portfolio of Achievement.

If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Portfolio of Achievement
Near the completion of the BBA(Hons)(Fin) you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree.

Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

You can submit different chapters or sections of work from your dissertation as separate items of assessment.

Class of Honours
The degree may be awarded with:
» First Class Honours (equivalent to a GPA of 7 or higher)
» Second Class Honours (first division) (equivalent to a GPA of 6)
» Second Class Honours (second division) (equivalent to a GPA of 5)
» Third Class Honours (equivalent to a GPA of 2).

If awarded, the class of honours will be determined on the basis of your grades in the first 120 points completed including any failed papers.

BACHELOR OF ELECTRONIC COMMERCE

The BECom was New Zealand’s first electronic commerce degree, and Waikato Management School is recognised as a world leader in providing this specialist qualification.

Business firms in New Zealand and around the world have reported a growing shortage of prospective employees who have a solid mix of business and management education, combined with skills and hands-on experience in applying electronic commerce technologies to today’s internet-driven business environment. The three-year Bachelor of Electronic Commerce (BECom) aims to provide this in-demand mix of management and technology skills in its graduates.

Applying electronic commerce technologies to the redevelopment of existing business processes requires more than just a basic acquaintance with computers. There are new business models emerging that will revolutionise how organisations interact with their key customers and suppliers through the use of the internet, both to transfer and process business transactions, but also to develop electronically enabled relationships and support human interaction. Electronic commerce is far more than building Web pages; it touches the fundamental functions of every business organisation. Employers need people, with a BECom on their CV, who can contribute to the radical changes that will be needed in the coming years as organisations become more closely tied to internet processes.

To keep up with customer demand, the BECom has been improved with a new core and a wider range of major subjects firmly placing it as a business management degree with a specialist focus for today and tomorrow’s world.

Degree Planner – Bachelor of Electronic Commerce (BECom)

Note(s): See subject information for specific paper requirements for your major(s).
Learning Goals

The learning goals are expressions of the expected outcomes for graduates who undertake our programmes. The six goals that are common to all of the undergraduate programmes are:

1. **Commercial Context:** Graduates have a broad understanding of the business environment and organisational context in which management decisions are made.
2. **Connectedness:** Graduates think and act globally and locally.
3. **Citizenship:** Graduates have developed awareness and holistic understanding of their role as responsible citizens within their organisations and society more generally.
4. **Critical Thinking:** Graduates are able to engage real-world problems in a theoretically informed, rigorous and questioning manner.
5. **Communication:** Graduates have excellent oral, aural, written and electronic communication skills.
6. **Collaboration:** Graduates have the interpersonal skills required to participate effectively within and between organisations.

The specific learning goal for this qualification is:

- Graduates have a thorough knowledge of electronic commerce, understand the balance and interrelationship between technology and business management, and have skills to apply this knowledge in business situations.

Degree Requirements

To complete the BECom degree, you must:
- Pass all the compulsory papers
- Complete the requirements for a first major
- Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
- Pass a Writing Competency Module (WCM) (see note below)
- Take an Employment Skills Module (ESM)
- Pass a minimum of 360 points.

The 360 points requirement must include at least:
- 240 points at 200 level or above
- 80 points at 300 level or above
- 40 points at 200 level or above in a subject/s other than the major.

You can choose to:
- Take a second major
- Take a specialisation
- Take other elective papers.

Students who choose not to take a second major may take a maximum of 80 points from outside the field of the degree. The field of the degree includes all management subjects and the compulsory papers for the degree.

*Note(s):* If you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

Major Requirements

You must select at least one of the subjects below:

- Accounting
- Applied Computing (see requirements below)
- Electronic Business
- Management Communication
- Marketing
- Public Relations
- Strategic Management
- Supply Chain Management

For any of the above subjects you must:
- Complete any specific major paper requirements listed under the qualification in the subject section
- Pass 120 points above 100 level
- Include at least 60 points at 300 level or above
- Not count any compulsory paper towards your major
- If you choose two subjects, take a 200 level major paper in place of a year one elective paper, or take an additional paper for your programme.

Other Choices

You can choose to take a second major in any other WMS subject not listed above; the above requirements are applicable except the specific major paper requirements are listed under the Generic 2nd Major heading in the subject section.

You can also choose to take a second major in a subject from another Faculty. If you make this choice then you must follow the regulations stated by the other Faculty to complete the major.

Please be aware that sometimes choosing a second major may mean that more than 360 points are required to complete your degree and you may be required to complete prerequisite papers.

You can also choose to take a specialisation: please refer to the Specialisations section for further information.

Applied Computing Requirements

For a major in Applied Computing you will be required to take; COMP103 Database Practice and Experience, COMP233 Internet Applications, COMP258 Programming Usable Systems, COMP329 Database Systems, COMP333 Web Applications Development and MSYS319 Industry Experience 2.

*Note(s):* This major requires COMP103 as a prerequisite for COMP200 level papers. If Applied Computing is taken as a second major for the BECom then MSYS319 may be replaced with one of COMP315, COMP321 or COMP325.

Practical Experience Papers

One of the attributes of the BECom is the ability to take two Industry Experience papers as part of your programme. These papers allow you to spend time in a host organisation, working alongside other employees, as well as interacting with other classmates through online discussions. These industry experience papers help you try out an industry or a job in a hands-on way, which is of great value in helping you decide on your final year papers and future career direction.

**BECom as Part of a Conjoint Degree**

Conjoint degrees are taken simultaneously. When you take a conjoint degree the requirements allow you to complete the two components in a shorter period of time than would ordinarily be possible. All of our undergraduate degrees are also available as a conjoint degree with most other University of Waikato undergraduate degrees.

Conjoint degrees are just one possibility and if you are thinking of this option then we strongly advise you to seek academic advice about these programmes. Other options such as double majors, graduate and postgraduate diplomas, or masters programmes are also worth considering. Not all conjoint combinations may be available every year.

Please contact the relevant Faculty/School to discuss the requirements of its component of the conjoint degree.
QUALIFICATIONS

Conjoint Degree Requirements
You must:
» Meet the admission requirements for each of the component degrees
» Enrol in at least one paper for each of the component degrees each year, unless one component has been completed
» Count each paper towards only one component degree.

Additional requirements can be found in the 2014 University of Waikato Calendar or online at http://calendar.waikato.ac.nz/regulations/bachelor/conjointdegrees.html

To complete the BCom component of a conjoint degree, you must:
» Pass all the compulsory papers for the BCom degree
» Complete the requirements for a first major as stated in the BCom major requirements
» Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
» Pass a Writing Competency Module (WCM) (see note below)
» Take an Employment Skills Module (ESM)
» Pass a minimum of 270 points.

The 270 points requirement must include at least:
» 180 points at 200 level or above
» 60 points at 300 level or above
» 40 points at 200 level or above in a subject/s other than the major.

Note(s): if you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

Degree Planner – Bachelor of Electronic Commerce (BCom) as part of a Conjoint Degree

Price

Note(s): See subject information for specific paper requirements for your major(s).

www.management.ac.nz

BACHELOR OF ELECTRONIC COMMERCE WITH HONOURS

The BCom(Hons) degree provides a first year of postgraduate study that follows on from the BCom degree; or you may wish to proceed directly to a 180-point masters degree. Postgraduate study gives you an opportunity to further explore and develop areas of interest in your chosen field as well as demonstrate excellence to employers.

Degree Requirements
To complete the BCom(Hons) you must pass 120 points at 500 level and submit a Portfolio of Achievement.

For the specific paper requirements for the degree, look under Electronic Commerce, and find the item named Qualifications and Specific Subject Requirements, then locate the BCom(Hons) requirements. Any enquiries about this degree should be directed to the Management Student Centre (MSC), email msc@waikato.ac.nz or phone +64 7 838 4303 or 0800 654 303. Specific academic enquiries about the degree can be directed to Professor Bob McQueen, phone +64 7 838 4126 or email bmcqueen@waikato.ac.nz

Portfolio of Achievement
Near the completion of the BCom(Hons) you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree.

Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

You can submit different chapters or sections of work from your dissertation as separate items of assessment.

Class of Honours
The degree may be awarded with:
» First Class Honours (equivalent to a GPA of 7 or higher)
» Second Class Honours (first division) (equivalent to a GPA of 6)
» Second Class Honours (second division) (equivalent to a GPA of 5)
» Third Class Honours (equivalent to a GPA of 2).

If awarded, the class of honours will be determined on the basis of your grades in the first 120 points completed including any failed papers.
Communication is a powerful tool. Every task is completed through communication; and to manage is to communicate. Learn how to use this power strategically and creatively to address communication challenges, build loyalty and drive organisational success.

The Bachelor of Communication Studies (BCS) is a three-year degree that blends creative disciplines with practical communication theory and practice. You’ll be provided with the skills and knowledge needed to become a strategy-based communication, marketing or public relations practitioner.

You’ll also learn about the responsibilities of the communication industries in local, national and global contexts, and how communication affects individuals, groups and society.

The degree provides opportunities to gain hands-on experience of communication, public relations and marketing practice in the classroom and in industry and community organisations. You’ll be taught by internationally sought-after PR, marketing and communication consultants and researchers.

By the time you graduate, you'll understand the role of communication in business and society plus have a set of practical vocational industry skills. You will also have a portfolio of practical work which will provide you with a solid basis for entering the workplace. Your personal, written and verbal communication abilities will stand you in good stead wherever you go, and whatever you do.

Degree Planner – Bachelor of Communication Studies (BCS)

YEAR 1
UNG132 Introduction to Linguistic Communication

YEAR 2
MCOM102 Introduction to Communication in a Digital Age
MCOM133 Introduction to Corporate Communication
MKTG151 Introduction to Marketing
MCOM122 Diversity Management and Communication

YEAR 3
STMG191 Introduction to Management OR MNGT100 Management and Sustainability

Note(s): See subject information for specific paper requirements for your major(s).

www.management.ac.nz
Qualifications

Other Choices
You can choose to take a second major in any other WMS subject not listed above, the above requirements are applicable except the specific major paper requirements are listed under the Generic 2nd Major heading in the subject section. You will need to take a 200 level major paper in place of a year one elective paper or take an additional paper for your programme.

You can also choose to take a second major in a subject from another Faculty. If you make this choice then you must follow the regulations stated by the other Faculty to complete the major.

Please be aware that choosing a second major outside the majors for the degree may mean that more than 360 points are required to complete your degree and you may also be required to complete prerequisite papers.

You can also choose to take a specialisation; please refer to the Specialisations section for further information.

399 Communication Investigation in the Workplace

BCS students majoring in Management Communication or Public Relations are able to undertake a ‘399 Communication Investigation in the Workplace’. This paper gives you experience in working and undertaking research in a real management environment. The 399 is taken in the B Semester of the third year of the BCS. You should consult the relevant department’s 399 coordinator and you will need to complete a prerequisite paper, see the appropriate subject section paper details for further information.

BCS as Part of a Conjoint Degree

Conjoint degrees are taken simultaneously. When you take a conjoint degree the requirements allow you to complete the two components in a shorter period of time than would ordinarily be possible.

All of our undergraduate degrees are also available as a conjoint degree with most other University of Waikato undergraduate degrees.

Conjoint degrees are just one possibility and if you are thinking of this option then we strongly advise you to seek academic advice about these programmes. Other options such as double majors, graduate and postgraduate diplomas, or masters programmes are also worth considering. Not all conjoint combinations may be available every year.

Please contact the relevant Faculty/School to discuss the requirements of its component of the conjoint degree.

Conjoint Degree Requirements
You must:
» Meet the admission requirements for each of the component degrees
» Enrol in at least one paper for each of the component degrees each year, unless one component has been completed
» Count each paper towards only one component degree.

Additional requirements can be found in the 2014 University of Waikato Calendar or online at http://calendar.waikato.ac.nz/regulations/bachelor/conjointdegrees.html

To complete the BCS component of a conjoint degree, you must
» Pass all the compulsory papers for the BCS degree
» Complete the requirements for a first major as stated in the BCS major requirements
» Pass a Computer Competency Module (CCM)
» Pass a Writing Competency Module (WCM) (see note below)
» Take an Employment Skills Module (ESM)
» Pass a minimum of 270 points.

Note(s):
If you do not pass the WCM in your first semester of study, then you will be required to take a writing paper and pass the module by the end of your second semester.

Degree Planner – Bachelor of Communication Studies (BCS) as part of a Conjoint Degree

YEAR 1
- LINC132 Introduction to Linguistic Communication
- MCOM102 Introduction to Communication in a Digital Age
- MCOM133 Introduction to Corporate Communication
- MKTG151 Introduction to Marketing

YEAR 2
- MCOM220 Communication Theory and Research
- 200 LEVEL or above
- 300 LEVEL or above

YEAR 3
- 300 LEVEL or above

MODULES
- Writing Competency
- Computer Competency
- Employment Skills

Note(s): See subject information for specific paper requirements for your major(s).
QUALIFICATIONS

BACHELOR OF COMMUNICATION STUDIES
WITH HONOURS

The BCS(Hons) degree provides a first year of postgraduate study that follows on from the BCS degree; or you may wish to proceed directly to a 180-point masters degree. Postgraduate study gives you an opportunity to further explore and develop areas of interest in your chosen field as well as demonstrate excellence to employers.

Degree Requirements
To complete the BCS(Hons) you must:
» Pass 120 points at 500 level
» Complete any specific subject paper requirements listed under the qualification in the subject section
» Include at least 60 points in one of the main subjects: Management Communication, Marketing or Public Relations
» Include at least 30 points in research
» Submit a Portfolio of Achievement.

If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Portfolio of Achievement
Near the completion of the BCS(Hons) you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree.

Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

If you have completed a dissertation then different chapters or sections of work can be submitted as separate items of assessment.

Class of Honours
The degree may be awarded with:
» First Class Honours (equivalent to a GPA of 7 or higher)
» Second Class Honours (first division) (equivalent to a GPA of 6)
» Second Class Honours (second division) (equivalent to a GPA of 5)
» Third Class Honours (equivalent to a GPA of 2).

If awarded, the class of honours will be determined on the basis of your grades in the first 120 points completed including any failed papers.

BACHELOR OF TOURISM –
TOURISM AND HOSPITALITY MANAGEMENT

Nothing’s hotter on the world’s tourism radar right now than New Zealand. Tourism is our fastest growing industry and it needs skilled managers in Tourism and its associated hospitality industry to steer that growth in the right direction.

With a Bachelor of Tourism – Tourism and Hospitality Management (BTour(THMgt)) you will be joining the world’s fastest-growing industry at a time when your combination of practical business skills and industry knowledge will be most valuable.

As tourism and tourist activities grow, so too does the need for informed managers that understand the environmental, cultural and social impacts and benefits of tourism. You’ll gain an understanding of national and international tourism management and be well-equipped to shape the tourism and hospitality industry of the future.

The BTour(THMgt) has been developed with input from tourism and hospitality businesses, and senior members of the sectors. These continue to guide its development. Our faculty, your lecturers, consult widely on industry issues and they bring that hands-on experience of new trends, challenges and industry responses to their teaching.

This three-year degree provides a wide range of employment opportunities at sporting festivals, large leisure events, and in international, national and regional organisations such as: tourism boards, hotels/resorts, international tourism consultancies and historic attractions.

The Bachelor of Tourism – Tourism in Society is also available. Tourism and Hospitality Management is taken through Waikato Management School and Tourism in Society is taken through the Faculty of Arts & Social Sciences.

Degree Planner – Bachelor of Tourism – Tourism and Hospitality Management (BTour(THMgt))

Note(s): See subject information for specific paper requirements for your major(s).
Learning Goals

The learning goals are expressions of the expected outcomes for graduates who undertake our programmes. The six goals that are common to all of the undergraduate programmes are:

1. Commercial Context: Graduates have a broad understanding of the business environment and organisational context in which management decisions are made.
2. Connectedness: Graduates think and act globally and locally.
3. Citizenship: Graduates have developed awareness and holistic understanding of their role as responsible citizens within their organisations and society more generally.
4. Critical Thinking: Graduates are able to engage real-world problems in a theoretically informed, rigorous and questioning manner.
5. Communication: Graduates have excellent oral, aural, written and electronic communication skills.
6. Collaboration: Graduates have the interpersonal skills required to participate effectively within and between organisations.

The specific learning goal for this qualification is:

» Graduates have an integrated understanding of tourism and hospitality management as an economic, business, social, cultural and environmental phenomenon and the ability to act as a specialist in tourism or hospitality management and have the skills to apply this knowledge.

Degree Requirements

To complete the BTour(THMgt) degree, you must:

» Pass all the compulsory papers (see notes below)
» Complete the requirements for a first major
» Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
» Pass a Writing Competency Module (WCM) (see notes below)
» Take an Employment Skills Module (ESM)
» Pass a minimum of 360 points.

The 360 points requirement must include at least:

» 240 points at 200 level or above
» 80 points at 300 level or above
» 40 points at 200 level or above in a subject/s other than the major.

You can choose to:

» Take a second major
» Take a specialisation
» Take other elective papers.

Students who choose not to take a second major may take a maximum of 80 points from outside the field of the degree. The field of the degree includes all BTour major subjects and compulsory papers.

Note(s): If you do not pass the WCM in your first year of study, then you will be required to take a writing paper; this may require additional points to be taken for your programme.

Major Requirements

You must select at least one of the subjects below:

<table>
<thead>
<tr>
<th>Hospitality Management</th>
<th>Tourism Management</th>
</tr>
</thead>
</table>

For either of the above subjects you must:

» Complete any specific major paper requirements listed under the qualification in the subject section
» Pass 120 points above 100 level
» Include at least 60 points at 300 level or above
» Not count any compulsory paper towards your major unless you choose to take a second major – then you can Count TOMG390 or MNGT496 toward your first major.

Other Choices

You can choose to take a second major in any other WMS subject not listed above; the above requirements are applicable except the specific major paper requirements are listed under the Generic 2nd Major heading in the subject section.

You can also choose to take a second major in a subject from another Faculty. If you make this choice then you must follow the regulations stated by the other Faculty to complete the major. You may wish to complement the management focus of the degree with a Tourism and Society major, for example, Geography or Tourism Development.

Please be aware that sometimes choosing a second major may mean that more than 360 points are required to complete your degree and you may also be required to complete prerequisite papers.

You can also choose to take a specialisation; please refer to the Specialisations section for further information.

Special Credit Agreement

Waikato Management School has developed a credit arrangement with the Bay of Plenty Polytechnic in Tauranga to enable students completing a prescribed package of New Zealand Diploma in Business papers (with a B grade average) to transfer papers that are the equivalent of one year’s credit to the BTour(THMgt).

BTour(T&Soc)

It is also possible to take a Bachelor of Tourism – Tourism and Society through the Faculty of Arts & Social Sciences (FASS). Compulsory papers include TOMG101 and TOST100 and a Directed Study or Work Placement paper. Compulsory field papers include ANTH102, GEOG101, GEOG103, TIKI163, and TOST201. Also, students must choose a first major in Geography or Tourism Development. Please contact FASS for further information about this programme.

BTour(THMgt) as Part of a Conjoint Degree

Conjoint degrees are taken simultaneously. When you take a conjoint degree the requirements allow you to complete the two components in a shorter period of time than would ordinarily be possible. All of our undergraduate degrees are also available as a conjoint degree with most other University of Waikato undergraduate degrees.

Conjoint degrees are just one possibility and if you are thinking of this option then we strongly advise you to seek academic advice about these programmes. Other options such as double majors, graduate and postgraduate diplomas, or masters programmes are also worth considering. Not all conjoint combinations may be available every year.

Please contact the relevant Faculty/School to discuss the requirements of its component of the conjoint degree.

Conjoint Degree Requirements

You must:

» Meet the admission requirements for each of the component degrees
» Enrol in at least one paper for each of the component degrees each year, unless one component has been completed
» Count each paper towards only one component degree.

Additional requirements can be found in the 2014 University of Waikato Calendar or online at http://calendar.waikato.ac.nz/regulations/bachelor/conjointdegrees.html
To complete the BTour(THMgt) component of a conjoint degree, you must:

- Pass all the compulsory papers for the BTour(THMgt) degree (see notes below)
- Complete the requirements for a first major as stated in the BTour(THMgt) major requirements
- Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
- Pass a Writing Competency Module (WCM) (see notes below)
- Take an Employment Skills Module (ESM)
- Pass a minimum of 270 points

The 270 points requirement must include at least:

- 180 points at 200 level or above
- 60 points at 300 level or above

**Note(s):** If you do not pass WCM in your first year of study, then you will be required to take a writing paper, this may require additional points be taken for your programme

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### Degree Planner – Bachelor of Tourism – Tourism and Hospitality Management (BTour(THMgt)) as part of a Conjoint Degree

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>MODULES</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOMG101 Introduction to Tourism and Hospitality</td>
<td>At least three of the following four compulsory field papers:</td>
<td>TOMG390 OR MNGT496</td>
<td>Writing Competency</td>
</tr>
<tr>
<td>TOST100 Touring Places; Placing Tourism</td>
<td>200 LEVEL or above</td>
<td>300 LEVEL or above</td>
<td>Computer Competency</td>
</tr>
<tr>
<td>ACCT101 Accounting for Management</td>
<td>200 LEVEL or above</td>
<td>300 LEVEL or above</td>
<td>Employment Skills</td>
</tr>
<tr>
<td>STMG191 Introduction to Management</td>
<td>200 LEVEL or above</td>
<td>300 LEVEL or above</td>
<td></td>
</tr>
<tr>
<td>ECON100 Business Economics and the NZ Economy</td>
<td>200 LEVEL or above</td>
<td>300 LEVEL or above</td>
<td></td>
</tr>
<tr>
<td>MKTG151 Introduction to Marketing</td>
<td>300 LEVEL or above</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MSYS121 The World of Electronic Commerce</td>
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</tr>
</tbody>
</table>

**Note(s):** See subject information for specific paper requirements for your major(s).

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### Bachelor of Tourism with Honours

The BTour(Hons) degree provides a first year of postgraduate study that follows on from the BTour(THMgt) or BTour(T&Soc) degree, or you may wish to proceed directly to a 180-point masters degree. Postgraduate study gives you an opportunity to further explore and develop areas of interest in your chosen field as well as demonstrate excellence to employers.

#### Degree Requirements

To complete the BTour(Hons) through WMS you must:

- Pass 120 points at 500 level
- Complete any specific subject paper requirements listed under the qualification in the Tourism Management subject section
- Include at least 60 points in the subject Tourism and Hospitality Management (see note below)
- Include at least 30 points in research
- Submit a Portfolio of Achievement.

If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

**Note(s):** Other subjects are available through the Faculty of Arts & Social Sciences; please contact them for further information.

#### Portfolio of Achievement

Near the completion of the BTour(Hons) you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree. Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

If you have completed a dissertation then different chapters or sections of work can be submitted as separate items of assessment.

#### Class of Honours

The degree may be awarded with:

- First Class Honours (equivalent to a GPA of 7 or higher)
- Second Class Honours (first division) (equivalent to a GPA of 6)
- Second Class Honours (second division) (equivalent to a GPA of 5)
- Third Class Honours (equivalent to a GPA of 2).

If awarded, the class of honours will be determined on the basis of your grades in the first 120 points completed including any failed papers.
## BACHELOR OF ENTREPRENEURSHIP

Helping you to shape your dreams into reality

Our newest programme is subject to external approval processes and if approved will be available in 2014. To make sure you don’t miss out on a potential opportunity we are sharing our plans with you. The Bachelor of Entrepreneurship (BEntre) will be a three-year specialist degree that provides an overview of entrepreneurial thought and action; it will include key concepts that will help you to predict, innovate, position and create enterprises.

### Degree Planner – Bachelor of Entrepreneurship (BEntre)

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>MODULES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT101 Accounting for Management</td>
<td>ACCT224 Legal Issues in Business and E-Commerce</td>
<td>STMG342 Venture Creation</td>
<td>Writing Competency</td>
</tr>
<tr>
<td>ECON100 Business Economics and the NZ Economy</td>
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<tr>
<td>MCOM133 Introduction to Corporate Communication</td>
<td>STMG312 Entrepreneurial Opportunity Recognition</td>
<td></td>
<td>Computer Competency</td>
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<tr>
<td>MKTG151 Introduction to Marketing</td>
<td>STMG391 Strategic Management</td>
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<td>Employment Skills</td>
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<tr>
<td>STMG191 Introduction to Management</td>
<td>At least two of the following three papers:</td>
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<tr>
<td>STMG192 The Entrepreneur</td>
<td>HRMG242 Human Resource Management</td>
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<td></td>
<td>MSYS221 Electronic Commerce Overview</td>
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<td></td>
<td>STMG285 Strategy for Enterprise</td>
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<tr>
<td><strong>COMPULSORY PAPERS</strong></td>
<td><strong>COMPULSORY MAJOR PAPERS</strong></td>
<td><strong>2ND MAJOR/ELECTIVE/ SPECIALISATION PAPERS</strong></td>
<td><strong>COMPULSORY MODULES</strong></td>
</tr>
</tbody>
</table>

**Note(s):** See subject information for specific paper requirements for your major(s).

### Learning Goals

The learning goals are expressions of the expected outcomes for graduates who undertake our programmes. The six goals that are common to all of the undergraduate programmes are:

1. **Commercial Context:** Graduates have a broad understanding of the business environment and organisational context in which management decisions are made.
2. **Connectedness:** Graduates think and act globally and locally.
3. **Citizenship:** Graduates have developed awareness and holistic understanding of their role as responsible citizens within their organisations and society more generally.
4. **Critical Thinking:** Graduates are able to engage real-world problems in a theoretically informed, rigorous and questioning manner.

### Qualifications

- **5. Communication:** Graduates have excellent oral, aural, written and electronic communication skills.
- **6. Collaboration:** Graduates have the interpersonal skills required to participate effectively within and between organisations.

The specific learning goal for this qualification is:

- Graduates have an integrated understanding of entrepreneurship theory and practice as well as specialist knowledge in one additional area.

### Degree Requirements

To complete the BEntre degree, you will be required to:

- Pass all the compulsory papers (see notes below)
- Complete the requirements for a first major
- Pass a Computer Competency Module (CCM) usually undertaken in the first year of study
- Pass a Writing Competency Module (WCM) (see notes below)
- Take an Employment Skills Module (ESM)
- Pass a minimum of 360 points.

The 360 points requirement must include at least:

- 240 points at 200 level or above
- 90 points at 300 level or above
- 40 points at 200 level or above in a subject(s) other than the major.

You can choose to:

- Take a second major
- Take a specialisation
- Take other elective papers.

Students who choose not to take a second major may take a maximum of 80 points from outside the field of the degree. The field of the degree includes all BEntre major subjects and compulsory papers.

**Note(s):** If you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

### Major Requirements

You must select:

#### Entrepreneurship

And:

- Complete any specific major paper requirements
- Pass 120 points above 100 level
- Include at least 60 points at 300 level or above
- Not count any compulsory paper towards your major.

### Other Choices

You can choose to take a second major in any other WMS subject not listed above; the above requirements are applicable except the specific major paper requirements are listed under the Generic 2nd Major heading in the subject section.

You can also choose to take a second major in a subject from another Faculty. If you make this choice then you must follow the regulations stated by the other Faculty to complete the major.

Please be aware that sometimes choosing a second major may mean that more than 360 points are required to complete your degree and you may also be required to complete prerequisite papers.

You can also choose to take a specialisation; please refer to the Specialisations section for further information.

www.management.ac.nz
**CERTIFICATE**

The Certificate provides a university qualification that requires a relatively short period of study and is targeted to meet particular educational needs. The Certificate can also provide a pathway to future study as it represents the first stage of undergraduate study, corresponding to the first year of a degree programme.

At the Waikato Management School you can choose from:

<table>
<thead>
<tr>
<th>Management (Cert(Mgt))</th>
<th>Communication Studies (Cert(CS))</th>
<th>Tourism (Cert(Tour))</th>
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</thead>
<tbody>
<tr>
<td><strong>Certificate Planner – Certificate in Management (Cert(Mgt))</strong></td>
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<td>100 LEVEL</td>
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<td>or above*</td>
</tr>
</tbody>
</table>

Choose from one of Electronic Commerce, Financial Analysis or Management Studies and check Cert(Mgt) requirements for specific paper requirements.

*If three 200 level papers have been included in the qualification then you will only be required to take seven papers.

<table>
<thead>
<tr>
<th>Certificate Planner – Certificate in Communication Studies (Cert(CS))</th>
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<tbody>
<tr>
<td>100 LEVEL</td>
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<td>100 LEVEL</td>
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<td>or above</td>
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</table>

Select from BCS compulsory papers.

<table>
<thead>
<tr>
<th>Certificate Planner – Certificate in Tourism (Cert(Tour))†</th>
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</thead>
<tbody>
<tr>
<td>TOMG100 OR TOST100</td>
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<tr>
<td>100 LEVEL</td>
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<td>100 LEVEL</td>
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<tr>
<td>or above</td>
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</tbody>
</table>

† If the field chosen is Tourism and Hospitality Management, select from BTour(THMgt) compulsory papers.

**SPECIALISATION/COMPULSORY PAPERS**

| 2ND MAJOR/ELECTIVE/SPECIALISATION PAPERS |

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**Paper Requirements**

You must pass at least 60 points at 100 level before enrolling in 200 level papers, and at least 180 points including 60 points at 200 level before enrolling in 300 level papers.

Some papers have prerequisites, corequisites and/or restrictions. The prerequisites for STMG191 will be waived; however, if you wish to transfer to an undergraduate degree at a later stage then you may be required to complete the prerequisites. If you intend to use the Certificate to provide a pathway to a particular degree then you should seek the advice of the Management Student Centre (MSC) to ensure that your programme will meet the requirements of the degree you are considering.

**Fields**

The requirements for the Certificate make mention of fields; these are general areas of academic study. The Certificate fields include: Arts, Communication Studies, Law, Management, Māori and Pacific Development, Science, Social Sciences, Sport and Leisure Studies and Tourism.

The field of Management includes all of the Waikato Management School subjects, for example, Economics or Management Communication.

**Requirements for the Certificate in Management**

To complete the Certificate in Management (Cert(Mgt)) you must:

- Pass 120 points at 100 level or above in the certificate fields
- Pass at least 90 points in the field of management (see Fields)
- Include a specialisation (75 points) in either Electronic Commerce, Financial Analysis or Management Studies.

For the Electronic Commerce specialisation you must select at least 75 points from:

- ACCT101, MCOM102, MKTG151, MSYS111, MSYS121, and/or STMG191.

For the Financial Analysis specialisation you must select at least 75 points from:

- ACCT101, ECON100, MATH166, MSYS111, STAT160, STMG191, ECON200 and/or FINA201.

For the Management Studies specialisation you must select at least 75 points from:

- ACCT101, ECON100, MKTG151, MSYS111, STAT160, STMG191, ECON200, FINA201, HRMG241, MCOM200 and/or MNGT221.

**Requirements for the Certificate in Communication Studies**

To complete the Certificate in Communication Studies (Cert(CS)) you must:

- Pass 120 points at 100 level or above in the certificate fields
- Pass at least 90 points in the subjects Management Communication, Marketing and/or Public Relations
- Pass at least 75 points from the 100 level compulsory papers for the Bachelor of Communication Studies (BCS).

**Requirements for the Certificate in Tourism**

To complete the Certificate in Tourism you must:

- Pass 120 points at 100 level or above in the certificate fields
- Pass at least 90 points in the subjects Geography, Hospitality Management, Tourism Development and/or Tourism Management
- Take either TOMG101 or TOST100
- Pass at least 75 points from the compulsory field papers for the Bachelor of Tourism – Tourism and Hospitality Management (BTour(THMgt)) or the Bachelor of Tourism – Tourism and Society (BTour(T&Soc)).
DIPLOMA

The Diploma provides a university qualification that requires a relatively short period of study and is targeted to meet particular educational needs. The Diploma can also provide a pathway to future study as it represents the second stage of undergraduate study, corresponding to the second year of a degree programme.

At the Waikato Management School you can choose from:

Management (Dip(Mgt))
Communication Studies (Dip(CS))
Tourism (Dip(Tour))

Diploma Planner – Diploma in Management (Dip(Mgt))

Choose from one of Electronic Commerce, Financial Analysis, or Management Studies and check Dip(Mgt) requirements for specific paper requirements. Students are required to complete Writing and Computer Competency Modules as part of their diplomas.

* If 100 level papers are selected you will be required to take an additional paper.

Diploma Planner – Diploma in Communication Studies (Dip(CS))

Select from BCS major subject papers and check Dip(CS) requirements for specific paper requirements.
* At least 40 points must be from one subject area.
** If 100 level papers are selected you will be required to take an additional paper.

Diploma Planner – Diploma in Tourism (Dip(Tour))

If the field chosen is Tourism and Hospitality Management, select from BTour(THMgt) compulsory papers.
† Optional specialisation available in Tourism Management or Hospitality Management.
* If 100 level papers are selected you will be required to take an additional paper. If the field chosen is Tourism and Hospitality Management, select from BTour(THMgt) compulsory papers.

Requirements for the Diploma in Management

To complete the Diploma in Management (Dip(Mgt)) you must:

» Pass at least 80 points at 200 level or above in the diploma fields
» Include at least 80 points in the field of management (see Fields)
» Include a specialisation (80 points) in either Electronic Commerce, Financial Analysis or Management Studies
» Pass a Computer Competency Module (CCM)
» Pass a Writing Competency Module (WCM) in this or a prior qualification (see note below).

Note(s): if you do not pass the WCM in your first year of study, then you will be required to take a writing paper; this may require additional points to be taken for your programme.

For the Electronic Commerce specialisation you must (see note below):

» Pass at least 80 points at 200 level or above
» Include MSYS111, MSYS121, and MSYS219
» Choose your remaining papers from the prescribed papers for one Bachelor of Electronic Commerce (BECom) major subject area.

Note(s): The list of prescribed papers are found by looking under the subject areas that are offered for the BECom (see the BECom section for details), finding the item Qualifications and Specific Subject Requirements, then locating the BECom requirements for that subject.

For the Financial Analysis specialisation you must:

» Pass at least 80 points at 200 level or above
» Include ACC101, ECON100, ECON200 and FINA201 (see note below).

Note(s): If you have completed these compulsory papers in a prior qualification then you may substitute them with papers from the subjects Accounting, Economics and/or Finance.

For the Management Studies specialisation you must:

» Pass at least 80 points at 200 level or above
» Include: ECON200, FINA201, HRMG241, MCOM200, MNGT221, STMG391 (see note below).

Note(s): If you have completed these compulsory papers in a prior qualification then you may substitute them with papers from any other major subjects offered for the BMS.
Requirements for the Diploma in Communication Studies
To complete the Diploma in Communication Studies (Dip(CS)) you must:
» Pass 120 points at 100 level or above in the diploma fields
» Include at least 80 points at 200 level or above in the diploma fields
» Pass at least 80 points from the subjects Management Communication, Marketing and/or Public Relations
» Take at least 40 points at 200 level in one subject area
» Take MCOM102, MCOM133 and MCOM220 (see note below).

Note(s): If you have completed these compulsory papers in a prior qualification then you may substitute them with papers from Management Communication, Marketing and/or Public Relations.

Requirements for the Diploma in Tourism
To complete the Diploma in Tourism (Dip(Tour)) you must:
» Pass 120 points at 100 level or above in the diploma fields
» Include at least 80 points at 200 level or above in the diploma fields
» Pass at least 80 points from the subjects Geography, Hospitality Management, Tourism Development and/or Tourism Management.

You may choose to take a specialisation in:
» Tourism Management
» Hospitality Management

To complete the Diploma in Tourism – Tourism Management specialisation you must include:
» Either TOMG101 or TOST101, TOMG200 and TOMG202 (see note below).
To complete the Diploma in Tourism – Hospitality Management specialisation you must include:
» Either TOMG101 or TOST100, TOMG206, TOMG216, TOMG207 and TOMG217 (see note below).

Note(s): If you have completed these compulsory papers in a prior qualification then you may substitute them with papers from the list of prescribed papers for the Tourism Management major or the Hospitality Management major for the BTour(THMgt).

GRADUATE CERTIFICATE
The Graduate Certificate provides the opportunity to complete a short specialised qualification that requires a relatively short period of study and can provide a pathway to future study.

Graduate Certificate (GradCert)

<table>
<thead>
<tr>
<th>300 LEVEL or above*</th>
<th>300 LEVEL or above*</th>
<th>200 LEVEL**</th>
</tr>
</thead>
<tbody>
<tr>
<td>REQUIRED</td>
<td>ELECTIVE PAPERS</td>
<td></td>
</tr>
</tbody>
</table>

*From one subject area.
**You may select 100 level papers. This choice would mean you need more than one paper.

Qualification Requirements
To complete the Graduate Certificate you must select one of the subjects below:

Accounting
Economics
Electronic Business
Finance
Human Resource Management
International Management
Management Communication
Marketing
Public Relations
Strategic Management
Supply Chain Management
Tourism and Hospitality Management

And:
» Pass 60 points at 100 level or above
» Gain at least 40 points in one subject area
» Include at least 40 points at 300 level or above
» Meet any paper prerequisites unless a waiver is obtained.

You may also be required to pass specific papers. To check, look under the chosen subject and find the item named Qualification and Specific Subject Requirements then locate the Graduate Certificate requirements for that subject.

Admission to this programme does not automatically imply admission to particular papers so you may need to complete prerequisite papers. In some cases this may mean that you will need to complete more than the minimum points required.
QUALIFICATIONS

GRADUATE DIPLOMA

The Graduate Diploma provides the opportunity to complete a short specialised qualification that requires a relatively short period of study and can provide a pathway to future study.

Graduate Certificate (GradCert)

<table>
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<tr>
<th>300 LEVEL or above*</th>
<th>300 LEVEL or above*</th>
<th>300 LEVEL or above*</th>
<th>200 LEVEL or above**</th>
<th>200 LEVEL or above**</th>
<th>Writing Competency</th>
</tr>
</thead>
</table>

*From one subject area.
**You may select 100 level papers. This choice would mean you need more than one paper.
Students are required to complete a Writing Competency Module as part of their diplomas.

Qualification Requirements

To complete the Graduate Diploma you must select one of the subjects below:

- Accounting
- Agribusiness
- Economics
- Electronic Commerce
- Electronic Business
- Entrepreneurship and Innovation
- Finance
- Human Resource Management
- International Management
- Management and Sustainability
- Management Communication
- Marketing
- Public Relations
- Strategic Management
- Supply Chain Management
- Tourism and Hospitality Management

And:
- Complete any specific subject paper requirements listed under the qualification in the subject section
- Pass 120 points at 100 level or above
- Gain at least 80 points from one subject area
- Include at least 80 points at 300 level or above
- Pass a Writing Competency Module (WCM) (see note below)
- Meet any paper prerequisites unless a waiver is obtained.

Admission to this programme does not automatically imply admission to particular papers so you may need to complete prerequisite papers. In some cases this may mean that you will need to complete more than the minimum points required for any given programme.

Note(s): If you do not pass the WCM in your first year of study, then you will be required to take a writing paper, this may require additional points to be taken for your programme.

The University of Waikato at Tauranga

Waikato Management School will be offering a selection of papers through the University of Waikato at Tauranga. These papers may be taken towards some subjects offered for the Graduate Diploma. For more information, please contact the Waikato Management School Student Centre (MSC).

POSTGRADUATE CERTIFICATE

A Postgraduate Certificate provides a university qualification at the graduate level that requires a relatively short period of study and is targeted to meet particular educational needs.

Postgraduate Certificate (PGCert)

<table>
<thead>
<tr>
<th>500 LEVEL</th>
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</table>

From one subject area.

Qualification Requirements

To complete the Postgraduate Certificate you must select one of the subjects below:

- Accounting
- Agribusiness
- Business Research (see note below)
- Economics
- Electronic Commerce
- Finance
- Human Resource Management
- International Management
- Management Communication
- Management Systems
- Marketing
- Public Relations
- Social Enterprise
- Strategic Management
- Tourism and Hospitality Management
- Human Resource Management
- International Management

And:
- Pass 60 points at 500 level in one of the above listed subjects
- Meet any paper prerequisites unless a waiver is obtained.
- You may also be required to pass specific papers. To check, look under the chosen subject and find the item named Qualification and Specific Subject Requirements then locate the Postgraduate Certificate requirements for that subject.
- If you fail a paper then you may repeat the paper once. If you fail more than one paper, or you fail the same paper twice you will not be permitted to proceed with the certificate.
- Admission to this programme does not automatically imply admission to particular papers so you may need to complete prerequisite papers. In some cases this may mean that you will need to complete more than the minimum points required for any given programme.

Note(s): This subject is normally a pathway programme for the PhD, please speak to MSC Graduate Consultant.
QUALIFICATIONS

POSTGRADUATE DIPLOMA

A Postgraduate Diploma represents a year of postgraduate study in a specialised professional area or in general management. Study is at an advanced level, drawing on recent research in the area or the practical management experience of participants. Having completed a postgraduate diploma it may be possible to complete a masters degree with a further year of study.

Postgraduate Diploma (PGDip)

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<th>500 LEVEL</th>
<th>500 LEVEL</th>
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</thead>
</table>
| *From one subject area.

Learning Goals

The below learning goals are expressions of the expected graduate outcomes for this programme.

1. Graduates understand, and are able to critically review and synthesise the core theory, perspectives and analytical approaches within the area of the diploma/programme.
2. Graduates can apply skills and knowledge to find, interpret, critique and evaluate research, commentary and policy relating to the area of the diploma/programme.
3. Graduates can make decisions, find solutions and develop applications within the area of the diploma/programme, informed by disciplinary knowledge and sustainability concepts.
4. Graduates can effectively communicate arguments, findings and ideas informed by research within the area of the diploma/programme.

Qualification Requirements

Normally, your individual Postgraduate Diploma programme will be worked out in conjunction with an adviser from the Management Student Centre and the Department’s Graduate Convenor.

To complete the Postgraduate Diploma you must select one of the subjects below:

- Accounting
- Agribusiness
- Economics
- Electronic Commerce
- Entrepreneurship and Innovation
- Finance
- Human Resource Management
- International Management
- Management and Sustainability
- Management Communication
- Management Studies (see note below)
- Management Systems
- Marketing
- Public Relations
- Social Enterprise
- Strategic Management
- Tourism and Hospitality Management

And:

» Complete any specific subject paper requirements listed under the qualification in the subject section
» Pass 120 points at 500 level
» Gain at least 90 points from one subject area
» Submit a Portfolio of Achievement

With approval from the relevant Graduate Convenor you may be allowed to:

» Take up to 30 points from another graduate subject.

You may also be required to pass specific papers. To check, look under the chosen subject, and find the item named Qualification and Specific Subject Requirements then locate the Postgraduate Diploma requirements for that subject.

If you fail a paper or papers (worth not more than 30 points in total) you may repeat the paper, or papers, or take an alternative paper or papers with the same points value on one occasion only. A candidate who fails a paper or papers worth more than 30 points may not proceed with the Diploma.

Admission to this programme does not automatically imply admission to particular papers so you may need to complete prerequisite papers. In some cases this may mean that you will need to complete more than the minimum points required for any given programme.

Note(s): Offered by Waikato Management School Corporate and Executive Education, please see the Corporate and Executive Education section for further information.

Papers

As it is necessary for you to have a significant background in your subject discipline, you are normally required to have a grade average of at least B+ in your undergraduate papers for your chosen subject, for you to take a 500 level paper in that subject. Approval to take 500 level papers is given by the Graduate Convenor of the relevant department.

Distinction

If you achieve at least an A- grade point average for your Postgraduate Diploma papers you may be awarded the Postgraduate Diploma with distinction.

Portfolio of Achievement

Near the completion of the Postgraduate Diploma programme you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the diploma. Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

If you have completed a dissertation then different chapters or sections of work can be submitted as separate items of assessment.
MASTER OF ELECTRONIC COMMERCE

It is now possible to complete the Master of Electronic Commerce (MECom) in 12 to 18 months. The MECom provides specialised postgraduate level study that will help you gain an understanding of the leading-edge literature and research in the electronic commerce environment, and how electronic commerce affects different areas of management practice. The MECom is now offered in two streams; research or professional. An internship is available as part of the professional stream.

Learning Goals
The below learning goals are expressions of the expected graduate outcomes for this programme.
1. Graduates understand, and are able to critically review and synthesise the core theory, perspectives and analytical approaches within the area of the diploma/programme.
2. Graduates can apply skills and knowledge to find, interpret, critique and evaluate research, commentary and policy relating to the area of the diploma/programme.
3. Graduates can make decisions, find solutions and develop applications within the area of the diploma/programme, informed by disciplinary knowledge and sustainability concepts.
4. Graduates can effectively communicate arguments, findings and ideas informed by research within the area of the diploma/programme.
5. Graduates have a thorough understanding of the disciplinary area associated with a research topic.
6. Graduates understand a variety of relevant research methodologies and methods appropriate to the discipline.
7. Graduates can apply an appropriate research method to an investigation of a topic in a rigorous manner.

Degree Requirements
The completion requirements for this degree are dependent upon your admission criteria. If you have not yet graduated from an honours programme or postgraduate certificate or diploma then it may be possible to transfer into the 180-point masters programme, please speak to a Management Student Centre Adviser for further information.

If your admission was based upon having a BCom, or equivalent, then to complete the MECom degree you must:
» Pass 180 points at 500 level
» Pass at least 120 points in papers listed for the subject Electronic Commerce.

For the Research stream of the MECom, you must:
» Include MSYS558 Contemporary Issues in E-Business
» Include MNGT501 Research Methods in Management Studies
» Include MSYS591 Management Systems Dissertation
» Include MSYS519 Professional Field Internship
» Submit a Portfolio of Achievement.

If your admission was based upon having a BCom(Hons) or Postgraduate Diploma, then to complete the MECom degree you must:
» Pass 120 points at 500 level
» Take no more than 30 points outside of the subject Electronic Commerce
» Submit a Portfolio of Achievement.

For the Professional stream:
» Include MSYS558, MNGT501 and MSYS591
For the Professional stream:
» Include MSYS558, MSYS519 and MSYS552
If you fail a paper (worth not more than 30 points) in either stream then you may repeat the paper or take an alternative paper on one occasion only. If you fail more than 30 points you will not be permitted to proceed with the degree.

Elective papers for this qualification are listed under the subject Electronic Commerce, find the item named Qualifications and Specific Subject Requirements, then locate the MECom details.

Portfolio of Achievement
Near the completion of the MECom degree you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree.

Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

If you have completed a dissertation or thesis then different chapters or sections of work can be submitted as separate items of assessment.

Class of Honours
The degree may be awarded with:
» First Class Honours (equivalent to a GPA of 7 or higher)
» Second Class Honours (first division) (equivalent to a GPA of 6)
» Second Class Honours (second division) (equivalent to a GPA of 5).

If awarded, the class of honours will be determined on the basis of your grades for all of your papers.
MASTER OF MANAGEMENT STUDIES

It is now possible to complete the Master of Management Studies (MMS) degree in 12 to 18 months. The MMS provides specialised postgraduate level study in management disciplines. If you are looking to specialise in a management discipline or professional area, and you want to undertake research in a particular area of interest then this programme is designed for you.

The MMS normally includes taught papers and research papers but may be a full research degree. Normally all papers are taken within a single subject or interdisciplinary area.

Learning Goals

The below learning goals are expressions of the expected graduate outcomes for this programme.

1. Graduates understand, and are able to critically review and synthesise the core theory, perspectives and analytical approaches within the area of the diploma/programme.
2. Graduates can apply skills and knowledge to find, interpret, critique and evaluate research, commentary and policy relating to the area of the diploma/programme.
3. Graduates can make decisions, find solutions and develop applications within the area of the diploma/programme, informed by disciplinary knowledge and sustainability concepts.
4. Graduates can effectively communicate arguments, findings and ideas informed by research within the area of the diploma/programme.
5. Graduates have a thorough understanding of the disciplinary area associated with a research topic.
6. Graduates understand a variety of relevant research methodologies and methods appropriate to the discipline.
7. Graduates can apply an appropriate research method to an investigation of a topic in a rigorous manner.

Degree Requirements

The completion requirements for this degree are dependent upon your admission criteria. If you have not yet graduated from an honours programme or postgraduate certificate or diploma then it may be possible to transfer into the 180-point masters programme. Please speak to a Management Student Centre Adviser for further information.

All students are required to select one of the subjects below:

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>Agribusiness</td>
<td>International Management</td>
</tr>
<tr>
<td>Applied Economics and Finance</td>
<td>Management and Sustainability</td>
</tr>
<tr>
<td>Economics</td>
<td>Management Communication</td>
</tr>
<tr>
<td>Finance</td>
<td>Management Systems</td>
</tr>
</tbody>
</table>

If your admission was based upon having a BMS, BBA(Fin), BECom, BCS, BTour(THMgt), or an equivalent programme of academic study, then to complete the MMS degree you must:

- Pass 180 points at 500 level
- Complete any specific subject paper requirements listed under the qualification in the subject section
- Pass at least 120 points in one of the above listed subjects
- Include at least a 15 point research methodology paper
- Take a directed study, dissertation or thesis
- Submit a Portfolio of Achievement
- Take no more than 60 points in subjects not listed above.

If your admission was based upon having an honours or postgraduate diploma qualification, then to complete the MMS degree you must:

- Pass 120 points at 500 level
- Complete any specific subject paper requirements listed under the qualification in the subject section
- Pass at least 60 points in one of the above listed subjects
- Include at least a 15 point 500 level research methodology paper (unless previously completed)
- Take a directed study, dissertation or thesis
- Submit a Portfolio of Achievement
- Take no more than 30 points in subjects not listed above.

If you fail a paper (not worth more than 30 points) then you may repeat the paper or take an alternative paper on one occasion only. If you fail more than 30 points you will not be permitted to proceed with the degree.

Portfolio of Achievement

Near the completion of the MMS degree you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree.

Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

You can submit different chapters or sections of work from your dissertation or thesis as separate items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

You can submit different chapters or sections of work from your dissertation or thesis as separate items of assessment.

Class of Honours

The degree may be awarded with:

- First Class Honours (equivalent to a GPA of 7 or higher)
- Second Class Honours (first division) (equivalent to a GPA of 6)
- Second Class Honours (second division) (equivalent to a GPA of 5).

If awarded, the class of honours will be determined on the basis of your grades for all of your papers.
# MASTER OF PROFESSIONAL MANAGEMENT

The MPM is designed to prepare you for an advanced professional role and is divided into three stages: Core Knowledge and Skills; Advanced Professional Knowledge and Applied Research and Professional Internship.

The first stage of the programme will build on and extend your previously gained tertiary knowledge. The second stage will help you to focus on a specialised area and will introduce you to more advanced and research-led concepts and ideas. The final stage provides you with the opportunity to apply your new knowledge and skills.

## Master of Professional Management (MPM)

<table>
<thead>
<tr>
<th>Core Knowledge and Skills</th>
<th>Core Knowledge and Skills</th>
<th>Core Knowledge and Skills</th>
<th>Core Knowledge and Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Professional Knowledge</td>
<td>Advanced Professional Knowledge</td>
<td>Advanced Professional Knowledge</td>
<td>Advanced Professional Knowledge</td>
</tr>
</tbody>
</table>

*If an A-grade has been achieved as part of previous study, alternative papers can be selected.

## STAGE ONE (60 POINTS)  STAGE TWO (75 POINTS)  STAGE THREE (45 POINTS)

### Learning Goals

The below learning goals are expressions of the expected graduate outcomes for this programme.

1. Graduates will have the specific skills and competencies expected of professionals in their field.
2. Graduates will be able to use research-led knowledge in their field to understand and advance professional practice.
3. Graduates will have the ability to link applied research results in their field to professional practice.
4. Graduates will have the ability to undertake applied research that contributes to professional practice in their field.

### Degree Requirements

The completion requirements for this degree are dependent upon your admission criteria, though all students are required to select one of the fields below:

<table>
<thead>
<tr>
<th>Agribusiness</th>
<th>International Hospitality Management</th>
<th>Public Relations</th>
</tr>
</thead>
</table>

If your admission was based upon having a BBA(Fin), BCS, BECom, BMS, BTour(THMgt), or equivalent, then to complete the MPM degree you must:

- Pass at least 180 points at 500 level in papers prescribed for the field
- Submit a Portfolio of Achievement.

If your admission was based upon having an honours or postgraduate diploma qualification, then to complete the MPM degree you must:

- Pass 120 points at 500 level in papers prescribed for Stage Two and Stage Three for the field
- Submit a Portfolio of Achievement.

If you fail a paper (not worth more than 30 points) then you may repeat the paper or take an alternative paper on one occasion only. If you fail more than 30 points you will not be permitted to proceed with the degree.

### Portfolio of Achievement

Near the completion of the MPM degree you will be required to submit a Portfolio of Achievement made up by selecting your best work in the papers taken for the degree.

Your Portfolio must be submitted online via your MyWeb page and will contain work that has already been completed and assessed that you believe best represents the central learning objectives of the qualification. The Portfolio should consist of a minimum of three assessment items. These three items should be drawn from at least two papers. You will be able to select and retrieve any previously submitted electronic assignments for this purpose.

### Class of Honours

The degree may be awarded with:

- First Class Honours (equivalent to a GPA of 7 or higher)
- Second Class Honours (first division) (equivalent to a GPA of 6)
- Second Class Honours (second division) (equivalent to a GPA of 5).

If awarded, the class of honours will be determined on the basis of your grades for all of your papers.
QUALIFICATIONS

QUALIFICATIONS

MASTER OF BUSINESS ADMINISTRATION

The Master of Business Administration (MBA) is the most recognised management qualification in the world. Our MBA is internationally accredited by the Association of MBAs (AMBA) and is renowned for exceptional standards of character, competency, and quality content. It is designed to introduce practising middle and senior managers, business owners and entrepreneurs to research at the frontiers of knowledge and to prepare them for leadership positions in organisations in New Zealand and overseas.

The Waikato MBA’s core purpose is “relevance through transformation and performance”, and is a programme that is grounded in practice, with a focus on action learning. The programme seeks to impart skills and competencies so that participants are able to continuously adapt, redefine, and ‘transform’ themselves given changing contexts, and so that they possess the necessary tools to ‘perform’ at their optimum.

The MBA is offered in two locations – at the University of Waikato Hamilton Campus and at the Waikato-Tainui College of Research and Development in Hopuhopu.

Learning Goals

Graduates will develop the following key learning skills:

1. The skills and competencies required to lead and perform in organisations, incorporating an understanding of self and social identity in interacting with team and organisation in the context of organisational culture, power, politics, communication, conflict, negotiation, crisis and change management.
2. Participants will develop dynamic management capability constituting human resource skills, financial analysis and marketing skills, the ability to analyse and develop strategy.
3. An understanding of the importance of, and role of business leaders in achieving sustainable values.
4. A comprehensive understanding of people, culture, organisation, and global business.
5. An ability to lead, influence, and implement value creation strategies that transform organisations and the people within it.

Degree Requirements

The completion requirements for this degree are dependent upon your admission criteria. If your admission was based upon having a bachelor’s degree, or demonstrated adequate training, experience and ability then you must:

» Pass 240 points at 500 level
» Pass all papers and achieve at least a B+ grade average over Part One (see note below)
» Fail no more than one paper.

Note(s): If a B+ grade average is not achieved then you may be eligible to graduate with a Postgraduate Diploma in Management Studies, but you will not be permitted to continue with the MBA.

If your admission was based upon having a BMS(Hons) or a PGDip(MgtSt) then you must:

» Pass 120 points at 500 level in the papers prescribed for Part Two
» Fail no more than one paper

If you fail any paper then you may be required to undertake additional assessment to improve your grade to a pass on one occasion only. If you fail more than once then you will not be permitted to proceed with the degree.

Distinction

If you achieve at least an A grade point average for your papers you may be awarded the MBA with Distinction.

POSTGRADUATE DIPLOMA IN MANAGEMENT STUDIES

Management experience is essential; build on your existing skills to release your potential and increase your ability to effectively manage.

The Waikato Postgraduate Diploma in Management Studies (PGDip(MgtSt)) is a prestigious programme renowned for its exceptional theoretical and practical qualities. The PGDip(MgtSt) provides you with a comprehensive introduction to the skills and knowledge required for effective management. You will be exposed to a participatory learning experience that focuses on the integration of theory and practice through practical coursework, case studies and class discussion. This diploma is suitable if you are in a role that carries management or supervisory responsibilities in an organisation, or if you are in business for yourself. The PGDip(MgtSt) can also be used as credit for Part One of the MBA if you meet the MBA admission requirements.

Learning Goals

Graduates will develop the following key learning skills:

1. The skills and competencies required to lead and perform in organisations, incorporating an understanding of self and social identity in interacting with team and organisation in the context of organisational culture, power, politics, communication, conflict, negotiation, crisis and change management.
2. Crisis and change management.
3. Participants will develop dynamic management capability constituting human resource skills, financial analysis and marketing skills, the ability to analyse and develop strategy.
4. An understanding of the importance of, and role of business leaders in achieving sustainable values.
5. A comprehensive understanding of people, culture, organisation, and global business.

Qualification Requirements

To complete the PGDip(MgtSt) you must pass 120 points at 500 level as prescribed for the programme.

Distinction

If you achieve at least an A grade point average for your papers you may be awarded the PGDip(MgtSt) with Distinction.

www.management.ac.nz
MASTER OF BUSINESS AND MANAGEMENT

Our specially designed Master of Business and Management (MBM) is for graduate students who want to successfully enter today's fast-changing international corporate environment. While the MBA builds on management experience, the MBM provides comprehensive training in management that will complement your undergraduate degree from any discipline. The MBM will give you the skills and knowledge required for a wide range of management and leadership roles in a modern economy.

The MBM is designed to ensure that your learning experience is challenging and rewarding. Significant emphasis is placed on reflective learning, creative problem-solving and leadership in an international context.

Learning Goals

Graduates will develop the following key learning skills:
1. An ability to learn through undertaking research, analysing issues, questioning ideas and findings, and reflecting on learning achieved.
2. Well-developed communication and collaborative skills, including an ability to work in and lead teams.
3. Creative problem-solving skills, including the ability to observe, diagnose, think critically and apply a systems or holistic approach to a problem.
4. A comprehensive understanding of the business environment.
5. The skills and understanding required for effective management, incorporating: communication and human resource skills, financial analysis, strategy and marketing skills, and an understanding of supply chain management.
6. An understanding of the importance of, and role of business leaders in achieving sustainable success.
7. An ability to lead teams and manage change.
8. An ability to develop a proposal, plan and undertake applied business research.

Degree Requirements

To complete the MBM you must:

» Pass 180 points at 500 level as prescribed in the planner (see note)

If you fail any paper then you may be required to undertake additional assessment to improve your grade to a pass on one occasion only. If you fail more than once then you will not be permitted to proceed with the degree.

Note(s): This change to the regulations is subject to external approval processes, if approved it will be required from 2014.

Distinction

If you achieve at least an A grade point average for your papers you may be awarded the MBM with Distinction.

OTHER PROGRAMMES

Postgraduate Certificate in Management Studies

The Postgraduate Certificate in Management Studies (PGCert(MgtSt)) utilises MBA papers to provide a short 60-point programme.

If completed, the PGCert(MgtSt) papers can sometimes be transferred to the Postgraduate Diploma in Management Studies (PGDip(MgtSt)), though you would be required to relinquish your certificate prior to graduation from the PGDip(MgtSt).

Postgraduate Certificate in Management

The Postgraduate Certificate in Management (PGCert(Mgt)) is only offered to corporate clients and is a flexible programme that can be designed to meet individual client needs.

Contact Details

For further information on any of these qualifications, please contact:

CORPORATE & EXECUTIVE EDUCATION
Waikato Management School
Phone: +64 7 838 4198
Email: execed@waikato.ac.nz
Website: www.exced.ac.nz
DOCTOR OF PHILOSOPHY

Two postgraduate research degrees are offered within the Waikato Management School: The Doctor of Philosophy (PhD), and the Master of Philosophy (MPhil).

Both degrees allow students to undertake supervised research and prove their abilities to design, conduct, and write up a major research project. The MPhil is the shortest of the two qualifications, requiring a minimum of one year of full-time study or two years part-time; the PhD takes a minimum of two years full-time and four years part-time study. Both are acquired solely through the submission of a thesis.

If you enrol for the PhD or MPhil in Waikato Management School you will work with highly respected and experienced doctoral-qualified supervisory staff. All of our staff are encouraged to publish extensively and consistently in high-level international and peer-reviewed journals, present at international conferences, and many are involved in research for industry, government, and major grant awarding bodies.

We provide a range of support to our postgraduate students. Academic support is provided by your supervisors, and all are backed by an extensive network within the wider University and School including the Pro Vice-Chancellor Postgraduate, the Centre for Tertiary Teaching & Learning, the School’s Doctoral Studies Convenor, Department Chairpersons, and Department Graduate Convenors.

Financial support is also available to our students. Some scholarship may be available with the University Scholarship Office having close links with graduate administration. You may also be able to obtain financial support from your department to conduct your research, attend conferences, and purchase resources. You may also be able to take on teaching assistantship and tutoring work.

We also organise and encourage student participation in research seminars, departmental working papers, and local and international conferences. All are important in building your investigation skills and acquiring the feedback needed to make your research outcome of the highest quality. Our Waikato Management School Student Research Conference is held on-site contributing further to the all-important learning environment.

Learning Goals

Our PhD programme is designed to achieve the following learning outcomes:

1. Independently conceive, design and carry out high-quality research in an area within the fields of management
2. Undertake and complete a substantial piece of research that makes an original, publishable contribution to knowledge in an area within the fields of management
3. Communicate research information, arguments, ideas, and analyses effectively both orally and in writing
4. Present and engage in debate about the ideas and conclusions of the research within the international community of scholars.

Thinking of Applying?

If you are interested in PhD or MPhil study at Waikato Management School, your first step is to access the Waikato Management School website www.management.ac.nz/research and explore the types of research conducted in our Departments and by our individual academic staff members. Examine how our research interests might align with your own project, and consider how studying within the Waikato Management School research community would leverage your future.

Entry Requirements

The University administers these two research degrees and sets minimum standards for entry. You will find the specific regulations in the 2014 University of Waikato Calendar. Current practice and interpretations of those regulations can be found under Postgraduate Studies, available through the website: www.waikato.ac.nz/sasd/postgraduate/eligible.shtml

International students will find further information at the University’s international students’ website visit: www.waikato.ac.nz/international

Postgraduate Studies Office

The University’s Postgraduate Studies Office provides support and advice to all doctoral students, and has a website of information about making enquiries, how to apply, enrolment, research, supervision, and more. Visit and explore: www.waikato.ac.nz/sasd/postgraduate

Waikato Management School Student Support and Advice

The School’s Doctoral Convenor, Dr Mary Simpson, is responsible for the doctoral programme within Waikato Management School and can provide support and advice for doctoral students, as well as potential doctoral students. She also works with supervisors and chairpersons on issues relating to the doctoral programme.

The School’s Management Student Centre provides support and advice for all management students and provides administrative support for the School’s Doctoral Convenor. The Management Student Centre should also be able to help you with any questions or issue you might want to discuss.
QUALIFICATIONS

RESEARCH AND METHODOLOGY PAPERS

There are four types of research papers: Methodology, Directed Study, Dissertation, and Thesis papers.

Research Methodology Papers

Methodology papers are required for some qualifications and are required before undertaking a dissertation or thesis. Please consult your programme of study with the MSC Graduate Consultant and your Department's Graduate Convenor.

The following papers may be used as a prerequisite for a dissertation or thesis:

- **ECON528 Econometric Topics: Macroeconomics and Finance and ECON529 Microeconometrics**
  These 15-point papers are suitable for Economics or Finance students and focus on quantitative research methods and data measurement and analysis.

- **MNGT501 Research Methods in Management Studies**
  This 30-point paper is suitable for all students and covers the major aspects of research methodologies including: research design, data gathering, developing a proposal, literature reviews, quantitative and qualitative research methods, data measurement and analysis, critical and action research, surveys, experiments, observation, textual analysis and interpretative case studies.

- **MNGT502 Research Methods in Management Studies for Economics and Finance**
  This 15 point paper is only available to Economics and Finance students and focuses on research design, data gathering, developing a proposal, literature reviews and quantitative research methods.

Directed Study

For a Directed Study paper you will be expected to investigate a specific topic, which is selected and planned in consultation with a supervisor and is normally unique. The project is largely self-directed, though supervised to an appropriate extent. The total assessment normally comprises a written report or a series of related pieces of work.

You can take a 500 level Directed Study for most honours degrees, postgraduate diplomas or the MMS. If you are intending to enrol in ACCT590 then you are encouraged to complete a research methods paper before commencing this paper. All students are encouraged to seek graduate convenor approval to enrol for a 500 level Directed Study, and chairperson approval for any other level Directed Study.

Dissertation or Thesis

Dissertations and/or thesis papers are required for some qualifications. A dissertation is either 30 or 60 points and a thesis is either 90 or 120 points. The University regulations for dissertations and Theses are located.

- **Dissertation (60 points) 26,000 words**
- **Thesis (90 points) 39,000 words**
- **Thesis (120 points) 52,000 words**

Although the length of dissertations and theses may vary for valid reasons, the following word lengths should be used as guidelines:

- **Thesis (120 points) 26,000 words**
- **Thesis (90 points) 39,000 words**
- **Thesis (60 points) 26,000 words**

The University has an online resource that provides guides on finding theses, preparing theses and depositing theses in the Research Commons. It is particularly recommended that the detailed “Writing and Submitting a Dissertation or Thesis” link within the online resource is consulted at an early stage. You can access this online resource at [www.waikato.ac.nz/library/study/guides/theses.shtml](http://www.waikato.ac.nz/library/study/guides/theses.shtml)

Dissertations and theses become public documents once they have been marked, and may be submitted to a plagiarism detection tool.
Specialisations provide you with another opportunity to shape your qualification to your interests and needs. They can be used to broaden your knowledge, or allow you to focus on an aspect related to your first major, or perhaps provide some cohesion to your remaining elective papers in an area of interest to you. The choice is yours.

**Specialisations for Degrees**

**Agribusiness Specialisation for the BMS and BBA(Fin)**
The University’s catchment area encompasses some of New Zealand’s leading agricultural regions, supplying a large part of the country’s exports. Thus a significant proportion of the business activity in the region is associated with agriculture.

If you wish to take a specialisation in Agribusiness for either your BMS, BMS(Hons), or BBA(Fin) degree then you will be required to pass 80 points above 100 level.

You must include the following papers:

- AGRI201 New Zealand Agribusiness
- AGRI202 Sustainable Agriculture
- AGRI304 Advanced New Zealand Agribusiness
- and 20 points from the following list of electives:
  - AGRI302 Agribusiness Project
  - AGRI305/405 Strategic Management and Marketing for Agribusiness
  - AGRI306/406 Financial Analysis for Agribusiness

**Note(s): This specialisation is also available for the BSc, BSc(Tech) and BCMS.**

**Events Management Specialisation for the BCS, BMS and BTour(THMgt)**
Events are gaining importance as policy and economic development strategies at local, regional, national and international levels. The event sector has experienced rapid expansion in recent years, leading to an increased demand for graduates with this knowledge.

If you wish to take a specialisation in Events Management for your BMS, BCS or BTour(THMgt) degree then you will be required to pass 60 points above 100 level.

You must include the following papers:

- MCOM239/339 Events and Communication Management
- TOMG309 Sustainable Events Operations and Venue Management
- TOMG404 Event Management Strategies

**Note(s): This specialisation is also available for the BSpsLS**

**Health Communication for the BCS and BMS**
The health industry is growing and has significant opportunities for research and jobs both within New Zealand and around the world. There is a need, and niche, for health communication specialists.

If you wish to take a specialisation in Health Communication for either the BCS or BMS you will be required to pass 60 points above 100 level.

You must include the following papers:

- MCOM238 Communication, Health and Well-Being
- MCOM338 Communication Interventions
- MCOM340 Communicating Social Change

**Language Specialisations for the BMS, BBA(Fin), BECom, BCS and BTour(THMgt)**
You have the opportunity to choose from the following languages: Chinese, French, German, Japanese, Spanish and te reo Māori. For the Chinese, French, German, Japanese and Spanish specialisations the Chairperson of the Department has discretion over enrolment in the specialisation and must approve the papers to be taken for the specialisation. Depending upon your previous experience you may be required to take 100 level prerequisite papers.

If you wish to take any of the following language specialisations you will be required to pass 60 points above 100 level. The specific language requirements are as follows:

**Chinese Language Specialisation**

**French Language Specialisation**

**German Language Specialisation**
You must include: GERM231 German Language Intermediate 1, GERM233 German Language Intermediate 2, GERM301 German Language Studies 3.

**Japanese Language Specialisation**
You must include: JAPA231 Intermediate Japanese Part A, JAPA232 Intermediate Japanese Part B, JAPA331 Japanese 3: Part A. In order to take this specialisation, you will be required to complete the prerequisite papers JAPA131 and JAPA13Z.

**Spanish Language Specialisation**
You must include: SPAN231 Intermediate Spanish 1, SPAN232 Intermediate Spanish 2, SPAN310 Spanish 3.

**Te Reo Māori Specialisation**
You must include: MAOR213 Te Reo Māori: Post Intermediate 1, MAOR214 Te Reo Māori: Post Intermediate 2, MAOR313 Te Reo Māori: Pre-advanced. You are expected to take MAOR101 and MAOR110 as elective or additional papers. If you have no previous experience in te reo Māori then you will also be expected to take MAOR111 and MAOR11Z.

**Māori, Pacific and Indigenous Tourism Specialisation for the BTour(THMgt)**
Māori Tourism plays a central role in New Zealand Tourism and in the Government’s strategy for its future. The strategy notes the role of tourism in the economy, and its relevance for our responsibility for the preservation and promotion of our environment, sites, people and culture. In a similar way, Pacific and Indigenous cultures are central to a significant proportion of tourism activity world-wide and an understanding of its positive and negative impacts. If you wish to take a specialisation in Māori, Pacific and Indigenous Tourism for the BTour(THMgt) degree then you will be required to pass 80 points above 100 level.
ACCOUNTING

WHY CHOOSE ACCOUNTING?

Far more than just number-crunchers, accountants often hold high-level management positions where financial control, decision-making, legal compliance and leadership skills are essential. Accounting is a common language of business and underpins almost all business and organisational activities. Financial accountants process and communicate financial information for all stakeholders; management accountants prepare data for management decisions; tax accountants provide tax compliance advice, and auditors check the financial reporting of organisations. Commercial law and how it relates to the conduct of business in New Zealand is also relevant to accountants. Study accounting at Waikato and any of these careers are possible.

Learn from the best at a school where the academic requirements of the New Zealand Institute of Chartered Accountants (NZICA), CPA Australia or ACCA accountancy professional institutions can be met with an appropriate selection of papers.

Accounting is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelor’s degree that lists Accounting as an available subject you may still take it as a second major; please see ‘Qualifications and Specific Subject Requirements’ and look under Generic 2nd Major.

Complementary areas of study might include: Management Systems; Finance; Law.

CONTACTS FOR ACCOUNTING

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Email: kelly@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

SUBJECTS AND SPECIALISATIONS

You must include: TOST201 Tourism Impacts, MPDV200 Indigenous Development, MPDV300 Contemporary and Critical Issues in Māori, Pacific and Indigenous Development; and 20 points from the following list of electives: GEOG210 Regional Geography; Pacific Island Region, MPDV302 Sustainable Development in Māori, Pacific and Indigenous Contexts, TOST300 The Social Construction of Tourism and Tourists, TOMG403 Managing Tourism Experiences in the Pacific Rim.

Specialisations for Subjects

You can also choose to take a specialisation in Entrepreneurship and Innovation for the Strategic Management major. Look under the specific subject, and find the item Qualifications and Specific Subject Requirements and then locate the BMS major and the requirements for the specialisation for further information.

A specialisation in Personal Financial Planning for the Graduate Diploma in Finance is also available for practicing financial planners and advisers. For further information on this specialisation please contact the Chairperson of Finance.
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### Qualification and Specific Subject Requirements

#### Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Accounting are that you must include:
- ACCT202 Intermediate Financial Accounting (prerequisite for ACCT301)
- ACCT301 Accounting Theory or ACCT401 Advanced Accounting Theory
- ACCT302 Financial Accounting

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you have taken ACCT231 to replace HRMG241 as a core paper for the BMS then you can’t count it towards your major; you must instead choose a different Accounting paper. If you are taking Accounting as a second major for the BMS then MNGT221 can be counted towards this major.

#### Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Accounting are that you must include:
- ACCT202 Intermediate Financial Accounting (prerequisite for ACCT301)
- ACCT301 Accounting Theory or ACCT401 Advanced Accounting Theory
- ACCT302 Financial Accounting

Don’t forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you have taken ACCT231 to replace HRMG241 as a core paper for the BMS then you can’t count it towards your major; you must instead choose a different Accounting paper. If you are taking Accounting as a second major for the BMS(Hons) then it may be possible to count the compulsory 399 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

#### Bachelor of Business Analysis – Financial (BBA(Fin))

To complete the requirements for a BBA(Fin) major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Accounting are that you must include:
- ACCT202 Intermediate Financial Accounting
- ACCT301 Accounting Theory or ACCT401 Advanced Accounting Theory
- ACCT313 Accounting Information Technology and Systems.
And if Accounting is your first major you must also choose an applied project, work experience or business applications paper from:

- ACCT351 Taxation
- ACCT399 Applied Project in Accounting
- ACCT412 Organisations and Society.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): FINA201 can be counted towards Accounting if it is your first major and you are taking a second major for this qualification.

**Bachelor of Business Analysis with Honours – Financial (BBA(Hons)(Fin))**

To complete the requirements for the BBA(Hons)(Fin) you must pass 120 points at 500 level, include at least 60 points from one subject area and submit a Portfolio of Achievement (see the BBA(Hons) (Fin) qualification information for further details). You must also include:

- Either ACCT591 Accounting Dissertation or ACCT592 Accounting Dissertation.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): if you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

**Bachelor of Electronic Commerce (BECom)**

To complete the requirements for a BECom major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Accounting are that you must include:

- ACCT202 Intermediate Financial Accounting
- ACCT231 Management Accounting: Accounting for Organisational Control
- ACCT313 Accounting Information Technology and Systems
- M513S19 Industry Experience 2 (see note below).

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): if you are taking Accounting as a second major for the BECom then M513S19 may be replaced with another paper ticked as available for the subject.

**Generic 2nd Major**

Even if you are enrolled in an undergraduate degree that doesn’t list Accounting as a major subject you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above and include at least 60 points at 300 level or above. You must also include:

- ACCT209 Accounting and Managerial Decision-Making
- Either ACCT202 Intermediate Financial Accounting or ACCT231 Management Accounting: Accounting for Organisational Control.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Graduate Certificate (GradCert)**

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

**Graduate Diploma (GradDip)**

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow and approved programme of study which includes:

- ACCT209 Accounting and Managerial Decision-Making (see notes below).

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): This paper may be waived if an approved equivalent accounting package is already held. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

**Postgraduate Certificate (PGCert)**

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Writing Competency Module.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
ACCOUNTING

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 84, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

AGribusiness

WHY CHOOSE AGribusiness?

Agribusiness is a critical component of New Zealand’s export economy and also accounts for a significant part of the domestic economy. Agribusiness combines all facets of business operations, and associated organisations that make up the agricultural sector.

In a small, remote country such as New Zealand, successful agribusiness relies on the ability to understand the operation of competitive global markets, international marketing and the management of complex and extended value chains. In choosing Agribusiness, you will build knowledge and business skills across the range of management capabilities that are relevant to the modern world.

Agribusiness is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. Agribusiness is also available as a specialisation (see Overview – Majors, Subjects and Specialisations section for further information). If you are not enrolled in a bachelors degree that lists Agribusiness as an available subject you may still take it as a second major; please see ‘Qualifications and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR AGribusiness

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PROFESSOR JACQUELINE ROWARTH
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Phone: +64 7 838 4466 extn 8456
Email: jrowarth@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
### QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

**Bachelor of Management Studies (BMS)**

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Agribusiness are that you must include:

- ACR1201 New Zealand Agribusiness
- ACR202 Sustainable Agriculture
- ACR304/404 Advanced New Zealand Agribusiness
- AGR1205/405 Strategic Management and Marketing for Agribusiness

And choose 20 points from (see note below):

- ECON306/406 International Trade and Finance
- ECON308/408 Managerial Economics and Strategy
- INMG311 The International Business Environment
- INMG317 Doing Business Internationally
- MKTG353/453 International Marketing
- MSYS377 Supply Chain Management.

Note(s): If you are taking Agribusiness as a second major for the BMS then MNGT221 can be counted towards this major in place of the 20-point elective paper requirement.

**Bachelor of Management Studies with Honours (BMS(Hons))**

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Agribusiness are that you must include:

- ACR1201 New Zealand Agribusiness
- ACR202 Sustainable Agriculture
- AGR1205/405 Strategic Management and Marketing for Agribusiness

And choose at least 20 points from:

- ECON306/406 International Trade and Finance
- ECON308/408 Managerial Economics and Strategy
- INMG311 The International Business Environment
- INMG317 Doing Business Internationally
- MKTG353/453 International Marketing
- MSYS377 Supply Chain Management.

Don't forget you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

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Paper offerings can change; those listed in the table on page 90, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn’t list Agribusiness as a major subject you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above.

You must also include:
» AGRIR201 New Zealand Agribusiness
» AGRIR202 Sustainable Agriculture
» AGRIR304/AGRIR404 Advanced New Zealand Agribusiness
» AGRIR305/AGRIR405 Strategic Management and Marketing for Agribusiness

Elective papers can be chosen from:
» ACCT209 Accounting and Managerial Decision-Making
» ECON306/406 International Trade and Finance
» ECON308/408 Managerial Economics and Strategy
» INMG311 The International Business Environment
» INMG317 Doing Business internationally
» MGTG209 Principles of Marketing
» MKTG353/453 International Marketing
» MSYS377 Supply Chain Management.

Paper offerings can change; those listed in the table on page 90, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes:
» AGRIR201 New Zealand Agribusiness
» AGRIR202 Sustainable Agriculture
» AGRIR304/404 Advanced New Zealand Agribusiness
» AGRIR305/405 Strategic Management and Marketing for Agribusiness

And choose 20 points from:
» ECON306/406 International Trade and Finance
» ECON308/408 Managerial Economics and Strategy
» INMG311 The International Business Environment
» INMG317 Doing Business internationally
» MKTG353/453 International Marketing
» MSYS377 Supply Chain Management.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 90, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area.

You must follow an approved programme of study which includes:
» AGRIR501 International Agribusiness.
And choose 30 points from:
» AGRIR502 Agribusiness Case Studies
» AGRIR590 Directed Study
» ECON504 Econometric Analysis
» ECON517 Applied Regional and General Equilibrium Analysis
» ECON539 Environmental and Economic Resources
» ECON543 Econometrics: Directed Reading
» MNGT501 Research Methods in Management Studies
» MKTG553 International Marketing
» MSYS576 21st Century Logistics.

Paper offerings can change; those listed in the table on page 90, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details).

You must follow an approved programme of study which includes:
» AGRIR501 International Agribusiness
» MKTG553 International Marketing
» MSYS576 21st Century Logistics.
And choose 30 points from:
» AGRIR502 Agribusiness Case Studies
» AGRIR590 Directed Study
» ECON504 Econometric Analysis
» ECON517 Applied Regional and General Equilibrium Analysis
» ECON539 Environmental and Economic Resources
» ECON543 Econometrics: Directed Reading
» INMG501 E-Global Business: Strategic Management and Marketing
» MNGT501 Research Methods in Management Studies.

Paper offerings can change; those listed in the table on page 90, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
ECONOMICS

WHY CHOOSE ECONOMICS?

Economists are key players in decision-making. Their analytical skills help people, businesses and governments make the best choices with their resources.

Economics touches almost every aspect of daily life – housing, energy, the environment and transport are just some examples. Economics looks at how and why people make the best decisions to allocate scarce resources to meet their objectives. Understand Economics and you'll be able to look at the world in a different light and make business and everyday decisions more clearly.

Economics is not only about money. In fact, it's firstly about people and how they respond to incentives. Almost every issue in society can be viewed from an economic perspective. Economics is behind much of what happens in current affairs – from tax cuts to car prices, hospital waiting lists to airfares to international diplomacy. Far from graphs and theories, Economics is about the real world.

Economics is available as a subject or major for several specific qualifications; for details of these please see Qualification and Subject Specific Requirements. If you are not enrolled in a bachelors degree that lists Economics as an available subject you may still take it as a second major; please see Qualifications and Specific Subject Requirements and look under Generic 2nd Major.

Complementary areas of study may include Finance, Marketing, Human Resource Management, International Management, Strategic Management, Agribusiness, Electronic Commerce and Accounting.

CONTACTS FOR ECONOMICS

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Phone: +64 7 838 4466 extn 5082
Email: mcam@waikato.ac.nz

A nna Strutt – Graduate Convenor
Location: M5B.3.26
Phone: +64 7 838 4466 extn 4958
Email: astrutt@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn't ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
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<td>ECON413</td>
<td>Economics of Human Resources and Public Policy</td>
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<td>Environmental and Natural Resource Economics</td>
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</table>
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Economics are that you must include:

- ECON202/302 Microeconomics and Business Economics
- ECON204 Quantitative Methods for Economics and Finance

No more than two FINA coded papers from the subject papers list for economics.

The undergraduate convenors have degree planners available to help plan your Economics major. You are encouraged to seek their advice on planning your undergraduate degree.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

Note(s): If you are taking Economics as a second major for the BMS then MNGT221 can be counted towards this major.

Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Economics are that you must include as part of your undergraduate study:

- ECON202/302 Microeconomics and Business Economics
- ECON204 Quantitative Methods for Economics and Finance

No more than two FINA coded papers from the subject papers list for economics.

And choose at least one paper from:

- ECON303 Long-Run Macroeconomic Analysis
- ECON505 Short-Run Macroeconomic Analysis
- ECON519 Microeconomic Analysis – Methods
- ECON520 Microeconomic Analysis – Theory
- ECON528 Econometric Topics: Macroeconomics and Finance
- ECON529 Microeconomics

Don’t forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

Note(s): If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

Bachelor of Business Analysis – Financial (BBA(Fin))

To complete the requirements for a BBA(Fin) major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Economics are that you must include:

- ECON202/302 Microeconomics and Business Economics
- ECON204 Quantitative Methods for Economics and Finance

No more than two FINA coded papers from the subject papers list for economics.

And if Economics is your first major you must also choose an applied project, work experience or business applications paper from:

- ECON308 Managerial Economics and Strategy
- ECON399 Applied Project in Economics

The undergraduate convenors have degree planners available to help plan your Economics major. You are encouraged to seek their advice on planning your undergraduate degree.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

Note(s): ECON200 can be counted towards Economics if it is your first major and you are taking a second major for this qualification.

Bachelor of Business Analysis With Honours – Financial (BBA(Hons)(Fin))

To complete the requirements for the BBA(Hons)(Fin) you must pass 120 points at 500 level, include at least 60 points from one subject area, and submit a portfolio of achievement (see the BBA(Hons)(Fin) qualification information for further details).

You must also include (see notes below):

- Either ECON591 Economics Dissertation or ECON592 Economics Dissertation

No more than one FINA coded paper from the subject papers list for economics.

And choose at least one paper from:

- ECON503 Long-Run Macroeconomic Analysis
- ECON505 Short-Run Macroeconomic Analysis
- ECON519 Microeconomic Analysis – Methods
- ECON520 Microeconomic Analysis – Theory
- ECON528 Econometric Topics: Macroeconomics and Finance
- ECON529 Microeconomics

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

Note(s): The above regulations are subject to internal approval processes; if approved they will be available in 2014. If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn’t list Economics as a major subject you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above.

You must also include:

- ECON200 Macroeconomics and the Global Economy
- ECON202/302 Microeconomics and Business Economics
- ECON204 Quantitative Methods for Economics and Finance

No more than two FINA coded papers from the subject papers list for economics.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).
Graduate Certificate (GradCert)

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

To complete the requirements for the subject you may include no more than 20 points in FINA coded papers.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes:

» Either ECON200 Macroeconomics and the Global Economy or ECON202/302 Microeconomics and Business Economics (see notes below)

No more than two FINA coded papers from the subject papers list for economics.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): Either ECON200 Macroeconomics and the Global Economy or ECON202/302 Microeconomics and Business Economics (see notes below)

No more than two FINA coded papers from the subject papers list for economics.

Submit a Portfolio of Achievement (see qualification information for further details).

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Certificate qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes at least one of (see notes below):

» ECON503 Long-Run Macroeconomic Analysis
» ECON505 Short-Run Macroeconomic Analysis
» ECON519 Microeconomic Analysis – Methods
» ECON520 Microeconomic Analysis – Theory
» ECON528 Econometric Topics: Macroeconomics and Finance
» ECON529 Microeconometrics.

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met

» Take 30 points in recognised graduate research methodology papers, which must include MNGT502 Research Methods in Management Studies for Economics and Finance and either ECON528 Econometric Topics: Macroeconomics and Finance or ECON529 Microeconometrics (unless passed previously)

» Take a dissertation (591/592) or thesis (593/594).

Submit a Portfolio of Achievement (see qualification information for further details).

Paper offerings can change; those listed in the table on pages 96-97, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.
ECONOMICS

Economics

To complete the specific requirements for the subject you must include (unless passed previously) a paper from at least two of the following three core areas:

Macroeconomics
- Either ECON503 Long-Run Macroeconomic Analysis or ECON505 Short-Run Macroeconomic Analysis

Microeconomics
- Either ECON519 Microeconomic Analysis – Methods or ECON520 Microeconomic Analysis – Theory

Econometrics
- Either ECON528 Econometric Topics: Macroeconomics and Finance or ECON529 Microeconometrics

Applied Economics and Finance

To complete the specific requirements for the subject you would normally be expected to take a balanced mixture of Economics and Finance papers and, unless passed previously, include:
- One Macroeconomic or Microeconomic paper from: ECON503 Long-Run Macroeconomic Analysis, ECON505 Short-Run Macroeconomic Analysis, ECON519 Microeconomic Analysis – Methods or ECON520 Microeconomic Analysis – Theory or equivalent
- One of ECON528 Econometric Topics: Macroeconomics and Finance, ECON529 Microeconometrics or equivalent
- FINA517 Investments, Portfolios and Financial Markets or equivalent.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

ELECTRONIC BUSINESS

WHY CHOOSE ELECTRONIC BUSINESS?

With the growth of electronic commerce and the knowledge economy, most organisations now have electronic business systems at the heart of their operation.

Every department and individual in an organisation has specialist knowledge that is vital for company performance, but often there is a lack of co-ordination between these departments and people. A good electronic business systems manager can change that by gathering and distributing data more efficiently, and therefore influences strategic decision-making.

As practically every aspect of business now involves electronic technology, this subject gives you the business and technological skills to make you a crucial part of a company’s management team.

Electronic Business is available as a subject or major for several specific qualifications; for details of these please see ‘Qualifications and Specific Subject Requirements’. If you are not enrolled in a bachelor’s degree that lists Electronic Business as an available subject you may still take it as a second major; please see ‘Qualifications and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR ELECTRONIC BUSINESS

STUART DILLON – CHAIRPERSON, DEPARTMENT OF MANAGEMENT SYSTEMS
Location: MS8.G.04
Phone: +64 7 838 4466 extn 4234
Email: stuart@waikato.ac.nz

KATHY OOI – DEPARTMENT ADMINISTRATOR
Location: MS8.G.01
Phone: +64 7 838 4466 extn 4561
Email: kooi@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
### Qualification and Specific Subject Requirements

**Bachelor of Management Studies (BMS)**

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Electronic Business are that you must include:
- MSYS312 Smart Technologies and Online Social Media
- Either MSYS351 E-Business: IT Strategy in Action or MSYS451 Advanced E-Business: IT Strategy in Action
- MSYS358 E-Business Implementation

Paper offerings can change; those listed in the table on page 104, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you are taking Electronic Business as a second major for the BMS then MNGT221 can be counted towards this major.

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### Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Electronic Business are that you must include:
- MSYS312 Smart Technologies and Online Social Media
- Either MSYS351 E-Business: IT Strategy in Action or MSYS451 Advanced E-Business: IT Strategy in Action
- Either MSYS358 E-Business Implementation or MSYS458 Advanced E-Business Implementation

Paper offerings can change; those listed in the table on page 104, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

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### Bachelor of Electronic Commerce (BECOM)

To complete the requirements for a BECom major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Electronic Business are that you must include:
- MSYS312 Smart Technologies and Online Social Media
- MSYS319 Industry Experience 2 (see note below)
- MSYS351 E-Business: IT Strategy in Action
- MSYS358 E-Business Implementation.

Paper offerings can change; those listed in the table on page 104, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you are taking Electronic Business as a second major for the BECom then MSYS319 may be replaced with another paper ticked as available for the subject.

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### Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn’t list Electronic Business as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:
- MSYS312 Smart Technologies and Online Social Media
- Either MSYS351 E-Business: IT Strategy in Action or MSYS451 Advanced E-Business: IT Strategy in Action
- Either MSYS358 E-Business Implementation or MSYS458 Advanced E-Business Implementation.

Paper offerings can change; those listed in the table on page 104, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).
**ELECTRONIC BUSINESS**

**Graduate Certificate (GradCert)**
To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 104, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

*Note(s):* You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

**Graduate Diploma (GradDip)**
To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes:

- MSYS212 Smart Technologies and Online Social Media
- Either MSYS351 E-Business: IT Strategy in Action or MSYS451 Advanced E-Business: IT Strategy in Action
- Either MSYS358 E-Business Implementation or MSYS458 Advanced E-Business Implementation.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 104, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

*Note(s):* You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

**Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)**
Contact the Department’s Graduate Convenor.

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**ELECTRONIC COMMERCE**

**WHY CHOOSE ELECTRONIC COMMERCE?**
Welcome to your business future. In a wireless, always connected world, the cutting edge of business is online.

Electronic Commerce is about using the internet to handle business – the interaction between a business, its customers and suppliers. Just think of TradeMe and how that has revolutionised the private sale of goods. Businesses large and small are using e-commerce business processes.

Our electronic commerce students get hands-on exposure to the use of website development tools, databases and communications technologies. They also learn management skills in finance, accounting, marketing, communications and supply chain management.

Graduates have an excellent balance of technical and management skills and so are in strong demand for careers in both the business and technical sides of developing and integrating web-based systems that support the e-commerce business processes.

**CONTACTS FOR ELECTRONIC COMMERCE**

**BOB MCQUEEN – BECOM CONVENOR**
Location: MS8.G.05
Phone: +64 7 838 4466 extn 4126
Email: bmcqueen@waikato.ac.nz

**KATHY OOI – DEPARTMENT ADMINISTRATOR**
Location: MS8.G.01
Phone: +67 7 838 4466 extn 4561
Email: kooi@waikato.ac.nz

**SUBJECT PAPERS**
The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

**Bachelor of Electronic Commerce with Honours (BCom(Hons))**

To complete the requirements for the BCom(Hons) you must pass 120 points at 500 level, submit a Portfolio of Achievement (see BCom(Hons) qualification information for further details) and include:

- MNGTS01 Research Methods in Management Studies
- MYS5591 Dissertation (from a subject area available to the undergraduate degree).

And choose 60 points from:

- ECONS28 Econometric Topics: Macroeconomics and Finance
- FINA511 Advanced Corporate Finance
- FINA512 Investments and Portfolios
- MCOMS585 Public Relations: Context and Applications

**Graduate Diploma (GradDip)**

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes:

- MYS521 Electronic Commerce Overview
- ACCT224 Legal Issues in Business and E-Commerce
- ECON409 New Economics of Business
- MSYS451 E-Business: IT Strategy in Action
- MSYS458 Advanced E-Business Implementation
- MSYS465 Advanced E-Business Analysis and Consultancy
- MSYS466 Advanced Project Management
- STMG424 Venture Creation
- STMG446 Strategy and the Internet
- ECONS28 Econometric Topics: Macroeconomics and Finance
- FINA511 Advanced Corporate Finance
- FINA512 Investments and Portfolios
- INMG501 E-Global Business: Strategic Management and Marketing
- MCOMS85 Public Relations: Context and Applications
- MGTG552 Advanced Advertising Strategy
- MNGTS01 Research Methods in Management Studies
- MSYS519 Professional Field Internship
- MSYS552 Applied Research Methods and Project
- MSYS555 E-Business Investigation
- MSYS558 Contemporary Issues in E-Business
- MSYS577 E-Enabled Agile Supply Chains
- MSYS591 Management Systems Dissertation
- MSYS592 Management Systems Dissertation
- MSYS593 Management Systems Thesis
- MSYS594 Management Systems Thesis
- STMG512 Strategic Innovation
- STMG524 Entrepreneurship, Theory and Practice

Paper offerings can change; those listed in the table on page 108, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Postgraduate Certificate (PGCert)**

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 108, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

Note(s):
- You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 108, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

Note(s):
- If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
**Postgraduate Diploma (PGDip)**

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes:

- MNGT501 Research Methods in Management Studies
- MSYS591 Dissertation.
- And choose 60 points from:
  - ECON528 Econometric Topics: Macroeconomics and Finance
  - FINAS11 Advanced Corporate Finance
  - FINAS12 Investments and Portfolios
  - INMG501 E-Global Business: Strategic Management and Marketing
  - MCOM585 Public Relations: Context and Applications
  - MKTG552 Advanced Advertising Strategy
  - MSYS555 E-Business Investigation
  - MSYS558 Contemporary Issues in E-Business
  - MSYS577 E-Enabled Agile Supply Chains
  - STMG512 Strategic Innovation
  - STMG524 Entrepreneurship, Theory and Practice.

Paper offerings can change; those listed in the table on page 108, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

**Master of Electronic Commerce (MCom)**

The completion requirements for the MCom are dependent upon your admission criteria; please see the MCom qualification information for further details. However all students must:

- Select a stream
- Meet with the Department’s Graduate Convenor and follow an approved programme of study
- Include MSYS558 Contemporary Issues in E-Business.

Paper offerings can change; those listed in the table on page 108, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

**Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)**

Contact the Department’s Graduate Convenor.

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**Entrepreneurship**

**WHY CHOOSE ENTREPRENEURSHIP?**

Work for yourself. Use strategies to find opportunities and then make the most of them. Small and medium sized enterprises have a major impact on growth, as they generate the wealth and jobs that sustain economies.

Entrepreneurship will teach you to identify unique qualities of successful entrepreneurial business strategies and to implement those strategies in the creation of new business.

A qualification in entrepreneurship or entrepreneurship and innovation will give you the measured skills to engage in an entrepreneurial role, look at niche opportunities and extract value from untapped areas. You’ll also learn business skills that cover concept planning and development, introducing the product to market, and most importantly keeping it there.

**CONTACTS FOR ENTREPRENEURSHIP**

**BOBBIE WISNESKI – UNDERGRADUATE/GRADUATE ADVISER**

Location: MSB.4.08

Phone: +64 7 838 4466 extn 4195

Email: bobbie@waikato.ac.nz

**SUBJECT PAPERS**

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Entrepreneurship (BEntre)
To complete the requirements for this major you must pass 120 points at 200 level or above, including 60 points at 300 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Entrepreneurship are that you must include:
- STMG324/424 Venture Creation
- STMG391 Strategic Management.

And choose 40 points from:
- HRMG242 Human Resource Management
- MSYS221 Electronic Commerce Overview

Paper offerings can change; those listed in the table on page 112, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Graduate Diploma (GradDip)
To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study in Entrepreneurship and Innovation which includes:
- STMG324/424 Venture Creation
- Either STMG346/446 Managing Innovation or STMG391 Strategic Management.

And choose 80 points from:
- STMG322 Net Ready: Navigating the Competitive Landscape
- STMG244/344 Current Issues for Business
- STMG285/385 Strategy for Enterprise
- ACCT322 Law of Business Enterprises
- HRMG342 Human Resource Management
- INMG311 The International Business Environment
- STMG325/425 Self Actualising Leadership
- STMG330/430 Management, Technology and Organisations
- FINA403 Small Business Finance
- TOMG405 Entrepreneurship in Tourism and Hospitality.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 112, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
FINANCE

WHY CHOOSE FINANCE?

Interested in a great career that centres on money? Compound your opportunities with Finance. How do foreign exchange dealers handle the volatile kiwi dollar? Why do share values go up and down? If you study Finance you’ll understand money, banking, investments and credit. Bankers, financial planners, corporate treasury departments, share brokers and the Reserve Bank are some of the players in the finance industry.

It isn’t possible to successfully run a treasury or an investment fund, or structure the financing of a project, or even invest personally, without some understanding of finance theory and practice. If you study Finance, you’ll learn about investment decision-making when time and risk are central considerations. You will examine corporate finance, portfolios and markets, small business finance, financial modelling and personal financial planning.

Finance is available as a subject or major for several specific qualifications; for details of these please see ‘Qualifications and Specific Subject Requirements’.

If you are not enrolled in a bachelors degree that lists Finance as an available subject you may still take it as a second major; please see ‘Qualifications and Specific Subject Requirements’ and look under Generic 2nd Major.

Complementary areas of study may include Accounting, Economics and Management Systems.

CONTACTS FOR FINANCE

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SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Finance are that you must include:

» FINA311 Corporate Finance
» FINA312 Portfolio and Markets.
» No more than 40 points in ECON coded papers.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): if you are taking Finance as a second major for the BMS then MNGT221 can be counted towards this major.

Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Finance are that you must include:

» FINA311 Corporate Finance
» FINA312 Portfolio and Markets
» No more than two ECON coded papers

Don’t forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): if you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

Bachelor of Business Analysis – Financial (BBA(Fin))

To complete the requirements for a BBA(Fin) major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Finance are that you must include:

» FINA311 Corporate Finance
» FINA312 Portfolio and Markets
» FINA415 Computer Modelling in Finance

» No more than two ECON coded papers

And if Finance is your first major you must also choose an applied project, work experience or business applications paper from:

» FINA305 Business Analysis and Valuation
» FINA306 Personal Financial Planning
» FINA399 Applied Project in Finance.
Note(s): FINA201 can be counted towards Finance if it is your first major and you are taking a second major for this qualification.

Bachelor of Business Analysis With Honours – Financial (BBA(Hons)(Fin))
To complete the requirements for the BBA(Hons)(Fin) you must pass 120 points at 500 level, include at least 60 points from one subject area, and submit a Portfolio of Achievement (see BBA(Hons)(Fin) qualification information for further details). You must also include:
» Either FINA591 Finance Dissertation or FINA592 Finance Dissertation
» No more than one ECON coded paper.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Generic 2nd Major
Even if you are enrolled in an undergraduate degree that doesn’t list Finance as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:
» FINA201 Finance
» FINA311 Corporate Finance
» FINA312 Portfolios and Markets
» No more than two ECON coded papers.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Graduate Certificate (GradCert)
To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

To complete the requirements for the subject you must include no more than 20 points in ECON coded papers.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)
To complete the requirements for a Graduate Diploma you must pass 120 points at 500 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module. You must follow an approved programme of study which includes:
» FINA201 Finance
» FINA311 Corporate Finance
» FINA312 Portfolios and Markets
» No more than two ECON coded papers.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)
To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)
To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes:
» FINA511 Advanced Corporate Finance
» FINA512 Investments and Portfolios.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)
The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:
» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies or MNGT502 Research Methods in Management Studies for Economics and Finance (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).
FINANCE

To complete the specific requirements for the subject you must include (unless passed previously):
» FINAS11 Advanced Corporate Finance.
» FINAS12 Investments and Portfolios.

Paper offerings can change; those listed in the table on page 116, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Applied Economics and Finance

To complete the specific requirements for the subject you would normally be expected to take a balanced mixture of Economics and Finance papers and, unless passed previously, include:
» One Macroeconomic or Microeconomic paper from: ECON503 Long-Run Macroeconomic Analysis, ECON505 Short-Run Macroeconomic Analysis, ECON519 Microeconomic Analysis – Methods or ECON520 Microeconomic Analysis – Theory or equivalent
» One of ECON528 Econometric Topics: Macroeconomics and Finance, ECON529 Microeconomics or equivalent
» FINA510 Financial Theory and Corporate Policy or equivalent
» FINA517 Investments, Portfolios and Financial Markets or equivalent.

Master of Professional Management (MPM)

The completion requirements for the MPM are dependent upon your admission criteria; please see the MPM qualification information for further details. However, all students must:
» Submit a Portfolio of Achievement (see qualification information for further details)

The specific requirements for the field of Finance are:

Stage One Core Knowledge and Skills
» FINA510 Financial Theory and Corporate Policy
» FINA517 Investment, Portfolios and Financial Markets
» ECON507 Quantitative Skills for Finance and Economics

Stage Two Advanced Professional Knowledge
» FINA502 Derivative Securities One
» FINA503 Issues in Corporate Finance
» FINA507 Corporate Restructuring and Governance
» FINA519 Derivatives Two
» FINA504 International Corporate Finance.

Stage Three Applied Research and Professional Internship
» FINA515 Advanced Financial Modelling
» FINA505 Applied Research Project in Finance.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

HOSPITALITY MANAGEMENT

WHY CHOOSE HOSPITALITY MANAGEMENT?

Learn to integrate and manage sustainable hospitality operations that make lasting impressions.

Hospitality Management focuses on the organisation of businesses that supply food, drink, accommodation and entertainment. This industry needs operators who can plan, control, make strategic decisions, and understand the legal requirements for this sector.

The hospitality industry in New Zealand is a growth industry and faces constant demand for skilled staff, not only to service a domestic market, but also around the world.

Hospitality Management is available as a first major in the BTour(THMgt) and the BMS; for details of these requirements please see ‘Qualifications and Specific Subject Requirements’. If you are not enrolled in either the BTour(THMgt) or the BMS you may also take hospitality management as a second major for your bachelor’s degree; please see ‘Qualifications and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR HOSPITALITY MANAGEMENT

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SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
The specific requirements for Hospitality Management are that you must include:
» TOMG206 Food and Beverage Management
» TOMG216 Food and Beverage Management Placement
» TOMG207 Accommodation Management and TOMG217 Accommodation Management Placement
» TOMG304 Tourism and Hospitality Law
» TOMG306 Tourism and Hospitality Management Control and Decision-Making
» TOMG405 Entrepreneurship in Tourism and Hospitality
» TOMG503 Hotel and Resort Management.

If Hospitality Management is your second major then you must include TOMG206/216, TOMG207/217, TOMG405, one of TOMG503 or TOMG507, and choose 20 points from the remaining papers prescribed above. You may count the BMS compulsory paper MNGT221 for this second major.

If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNTG496 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

Bachelor of Tourism – Tourism and Hospitality Management – (BTour(THMgt))

To complete the requirements for a BTour(THMgt) major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Hospitality Management are that you must include:
» TOMG206 Food and Beverage Management and TOMG216 Food and Beverage Management Placement
» TOMG207 Accommodation Management and TOMG217 Accommodation Management Placement
» TOMG304 Tourism and Hospitality Law
» TOMG306 Tourism and Hospitality Management Control and Decision-Making
» TOMG405 Entrepreneurship in Tourism and Hospitality
» TOMG406 Hospitality Operations and Sustainable Management

If Hospitality Management is your second major then you must include TOMG206/216, TOMG207/217, TOMG405, TOMG406 and choose 20 points from the remaining papers prescribed above. You may count the BMS compulsory paper MNGT221 for this second major.

Paper offerings can change; those listed in the table on page 122, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Hospitality Management as a first major are that you must include:
» TOMG206 Food and Beverage Management and TOMG216 Food and Beverage Management Placement
» TOMG207 Accommodation Management and TOMG217 Accommodation Management Placement
» TOMG304 Tourism and Hospitality Law
» TOMG306 Tourism and Hospitality Management Control and Decision-Making
» TOMG405 Entrepreneurship in Tourism and Hospitality
» TOMG406 Hospitality Operations and Sustainable Management.

If Hospitality Management is your second major then you must include TOMG206/216, TOMG207/217, one of TOMG503 or TOMG507, and choose 20 points from the remaining papers prescribed above. You may count the BMS compulsory paper MNGT221 for this second major.

Don’t forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 122, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may not count any BTour(THMgt) compulsory paper towards your first major although TOMG390 or MNTG496 can be counted towards your first major if you are taking a second major subject in place of TOMG304, TOMG306, TOMG405 or TOMG406.
Bachelor of Tourism with Honours (BTour(Hons))

To complete the requirements for the BTour(Hons) you must pass 120 points at 500 level, include at least 60 points from one subject area and at least 30 points in research (Directed Study, Dissertation or Research Methods Papers), and submit a Portfolio of Achievement (see the BTour(Hons) qualification information for further details). You must also meet the specific requirements prescribed for any subject.

The specific requirements for Tourism and Hospitality Management are that you must include:
» MNGT501 Research Methods in Management Studies
» TOMG591 Dissertation.

And choose 60 points from:
» TOMG502 Tourism Development and the Environment
» TOMG509 Visitor Behaviour and Management
» TOMG503 Hotel and Resort Management
» TOMG510 Heritage Tourism Management
» TOMG518 Tourism and Hospitality Human Capital Management
» TOMG519 Tourist Behaviour and Markets
» TOMG520 Hospitality Operations Service Management
» TOMG590 Directed Study.

Paper offerings can change; those listed in the table on page 122, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn’t list Hospitality Management as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:
» TOMG206 Food and Beverage Management and TOMG216 Food and Beverage Management Placement
» TOMG207 Accommodation Management and TOMG217 Accommodation Management Placement
» TOMG304 Tourism and Hospitality Law
» TOMG306 Tourism and Hospitality Management Control and Decision-Making
» TOMG405 Entrepreneurship in Tourism and Hospitality
» TOMG406 Hospitality Operations and Sustainable Management.

Paper offerings can change; those listed in the table on page 122, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Graduate Certificate (GradCert)

The requirements for this qualification are located under the subject Tourism Management.

Graduate Diploma (GradDip)

The requirements for this qualification are located under the subject Tourism Management.

Postgraduate Certificate (PGCert)

The requirements for this qualification are located under the subject Tourism Management.

Postgraduate Diploma (PGDip)

The requirements for this qualification are located under the subject Tourism Management.

Master of Professional Management (MPM)

International Hospitality Management

The completion requirements for the MPM are dependent upon your admission criteria; please see the MPM qualification information for further details. However, all students must:
» Submit a Portfolio of Achievement (see qualification information for further details).

The specific requirements for the field of International Hospitality Management are:
Stage One Core Knowledge and Skills
» TOMG514 Tourism and Hospitality Management Control and Decision-Making
» TOMG515 Entrepreneurship in Tourism and Hospitality
» TOMG516 Event Management Strategies
» TOMG517 Global Tourism Futures.

Stage Two Advanced Professional Knowledge
» TOMG503 Hotel and Resort Management
» TOMG518 Tourism and Hospitality Human Capital Management
» TOMG519 Tourist Behaviour and Markets
» TOMG520 Hospitality Operations Service Management.

Stage Three Applied Research and Professional Internship
» TOMG521 Internship and TOMG522 Hospitality Action Research or
» TOMG523 Hospitality Research Investigation.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.
HUMAN RESOURCE MANAGEMENT

WHY CHOOSE HUMAN RESOURCE MANAGEMENT?

Human Resource Management is about developing and managing an organisation’s most valuable asset, its people.

Human Resource Management is concerned with getting the right people into the right jobs; and further knowing how to keep them and advance their careers. HR managers have a strategic role in an organisation because they deal with recruitment, salaries, training programmes and staff performance.

By studying Human Resource Management, you’ll acquire people management skills that will help you to better understand your workmates and employees, and effectively manage your future staff.

Human Resource Management is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelor’s degree that lists Human Resource Management as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

Complementary areas of study may include Strategic Management, Management Communication, Management Systems, Accounting, Marketing and Economics.

CONTACTS FOR HUMAN RESOURCE MANAGEMENT

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Email: mark@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

<table>
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<th>Paper Code</th>
<th>Description</th>
<th>BMS</th>
<th>Generic 2nd Major</th>
<th>GradCert(HRM)</th>
<th>GradDip(HRM)</th>
<th>PGCert(HRM)</th>
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<td>Issues for Managerial Behaviour in 21st Century Organisations</td>
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</table>
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Management Studies (BMS)
To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Human Resource Management are that you must include:
» HRMG342 Human Resource Management
» At least 80 points (four papers) in HRMG coded papers.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you are taking Human Resource Management as a second major for the BMS then MNCT221 can be counted towards this major.

Bachelor of Management Studies with Honours (BMS(Hons))
To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Human Resource Management are that you must include:
» HRMG342 Human Resource Management
» At least 80 points (four papers) in HRMG coded papers.

Don’t forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you are taking Human Resource Management as a second major for the BMS(Hons) then MNCT221 can be counted towards this major.

Generic 2nd Major
Even if you are enrolled in an undergraduate degree that doesn’t list Human Resource Management as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:
» HRMG241 Organisational Behaviour
» HRMG342 Human Resource Management
» At least 80 points (four papers) in HRMG coded papers.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Graduate Certificate (GradCert)
To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)
To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module. You must follow an approved programme of study which includes (see notes below):
» HRMG342 Human Resource Management
» At least 80 points (four papers) in HRMG coded papers.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): The above regulations are subject to internal approval processes; if approved they will be available in 2014. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)
To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
HUMAN RESOURCE MANAGEMENT

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 127, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

INTERNATIONAL MANAGEMENT

WHY CHOOSE INTERNATIONAL MANAGEMENT?

See the global picture. International Management deals with business activities that span continents and cultures.

New Zealand businesses must learn to operate effectively in countries with different economic, cultural, political, legal and technological environments. International Management teaches you how to analyse international business environments and to develop effective strategies for entering and servicing international markets.

Uniquely, alongside management papers, you can choose to learn, or continue to learn, a foreign language. These skills prepare you for a range of careers in the commercial sector, notably in export and international management, finance, government departments and tourism.

International Management is available as a subject or major for several specific qualifications: for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelor’s degree that lists International Management as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

Complementary areas of study may include Accounting, Economics, Finance, Languages, Human Resource Management, Strategic Management and Tourism Management.

CONTACT FOR INTERNATIONAL MANAGEMENT

MICHELLE AKOORIE – UNDERGRADUATE, GRADUATE AND PHD ENQUIRIES

Location: MSB.4.32
Phone: +64 7 838 4466 extn 8642
Email: mema@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for International Management are that you must include:

» INMG311 The International Business Environment

» INMG412 International Business Strategy.

And complete one of the following options:

» A language specialisation as prescribed for the Bachelor of Management Studies (BMS/BMS(Hons)) degree (a language major is also acceptable) in Chinese, French, German, Japanese, Spanish or te reo Māori (the requirements for the specialisations can be found in the Overview in the Majors, Subjects and Specialisations section)

» Study abroad leading to credit of at least 60 points undertaken while enrolled for your BMS degree

» Completion of an international 499 Report of an Investigation, or an international Directed Study paper, that involves at least three weeks of research outside of New Zealand

» Structured International Coursework including: INMG317 Doing Business Internationally or TOMG507 Hotel and Resort Operations Management

» Specialisation: A language specialisation as prescribed for the BMS/BMS(Hons) degree (a language major is also acceptable) in Chinese, French, German, Japanese, Spanish or te reo Māori (the requirements for the specialisations can be found in the Overview in the Majors, Subjects and Specialisations section)
To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level and above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for International Management are that you must include:

- INMG317 The International Business Environment
- INMG388 International Business Strategy.

And complete one of the following options:

- A language specialisation as prescribed for the BMS/BMS(Hons) degree (a language major is also acceptable) in Chinese, French, German, Japanese, Spanish or te reo Māori (the requirements for the specialisations can be found in the Overview in the Majors, Subjects and Specialisations section)
- Study abroad leading to credit of at least 60 points undertaken while enrolled for your BMS or BMS(Hons) degree
- Completion of an international 499 Report of an Investigation, or an international Directed Study paper, that involves at least three weeks of research outside of New Zealand
- Structured International Coursework including: ECON306/406 International Trade and Finance or FINA417 International Corporate Finance or MCOM376/MCOM476 Communicating Across Cultures or MKTG353/MKTG453 International Marketing.

Don’t forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement if you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on pages 132–133, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you are taking International Management as a second major for the BMS then MNCT221 can be counted towards this major.

**Bachelor of Management Studies with Honours (BMS(Hons))**

Even if you are enrolled in an undergraduate degree that doesn’t list International Management as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include (see notes below):

- INMG311 The International Business Environment
- INMG317 Doing Business Internationally.

And complete one of the following options:

- A language specialisation as prescribed for the BMS/BMS(Hons) in Chinese, French, German, Japanese, Spanish or te reo Māori (the requirements for the specialisations can be found in the Overview in the Majors, Subjects and Specialisations section)
- Study abroad leading to credit of at least 60 points undertaken while enrolled for your degree
- Completion of an international Directed Study paper, that involves at least three weeks of research outside of New Zealand
- Structured International Coursework including one of: ECON306/406 International Trade and Finance or FINA417 International Corporate Finance or MCOM376/MCOM476 Communicating Across Cultures or MKTG353/MKTG453 International Marketing.

You may choose any additional papers from the following list, though papers often have prerequisites and careful programme planning will be required from:

- ECON200 Macroeconomics and the Global Economy
- ECON236/336 Comparative Economics in Global Perspective
- FINA201 Finance (see notes below)
- MCOM231 Interpersonal Communication at Work
- MKTG209 Principles of Marketing
- MKTG251 Marketing Strategy
- ECON319/419 China’s Economic Development
- ECON306/406 International Trade and Finance
- MKTG353/MKTG453 International Marketing
- POLS314 European Integration
- STMG388 Strategic Alliances and Networks
- FINA417 International Corporate Finance
- MCOM376/MCOM476 Communicating Across Cultures
- INMG412 International Business Strategy.

Paper offerings can change; those listed in the table on pages 132–133, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** The above regulations are subject to internal approval processes; if approved they will be available in 2014. FINA201 is not available for BBA(Fin) students.
Graduate Certificate (GradCert)

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

You must follow an approved programme of study which includes (see notes below):

- INMG311 The International Business Environment
- INMG317 Doing Business Internationally.

And choose 20 points from:

- ECON200 Macroeconomics and the Global Economy
- MCOM376/MCOM476 Communicating Across Cultures
- MKTG209 Principles of Marketing
- STMG388 Strategic Alliances and Networks
- INMG412 International Business Strategy.

Paper offerings can change; those listed in the table on pages 132-133, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): The above regulations are subject to internal approval processes; if approved they will be available in 2014. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes (see notes below):

- INMG311 The International Business Environment
- INMG412 International Business Strategy
- Either ECON306/406 International Trade and Finance or FINA417 International Corporate Finance.

And choose 20 points from:

- ECON200 Macroeconomics and the Global Economy
- ECON236/336 Comparative Economic Performance
- FINA201 Finance
- MCOM231 Interpersonal Communication at Work
- MKTG209 Principles of Marketing
- MKTG251 Marketing Strategy
- TOMG202 Managing Tourism Demand and Behaviour
- TOMG203 Tourism Package Operations
- ACC731 Management Accounting
- ECON319/419 China’s Economic Development
- MKTG353/MKTG453 International Marketing
- MSYS335 Managerial Decision-Making
- MSYS365 Business Analysis and Consultancy
- MSYS377 Supply Chain Management
- INMG317 Doing Business Internationally
- STMG346 Managing Innovation
- STMG388 Strategic Alliances and Networks
- TOST306 Geographies of Tourism Planning and Development
- HRMG488 International Human Resource Management
- MCOM376/MCOM476 Communicating Across Cultures
- MSYS435 Advanced Managerial Decision-Making

Paper offerings can change; those listed in the table on pages 132-133, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): The above regulations are subject to internal approval processes; if approved they will be available in 2014. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on pages 132-133, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes:


And choose 90 points, though papers often have prerequisites and careful programme planning will be required, from:

- ACCT506 International Accounting
- ACCT551 International Tax Strategies
- AGR501 International Agribusiness
- ECON517 Applied Regional and General Equilibrium Analysis
- ECON531 International Trade: Theory and Policy Issues
- ECON532 International Finance
- INMG501 E-Global Business: Strategic Management and Marketing
- INMG511 International Business Management
- INMG517 Current Issues in International Management
- MCOM509 Future Savvy
- MCOM576 Inter-cultural Communication
- MCOM578 Global Futures
- MKTG553 International Marketing
- MNGT501 Research Methods in Management Studies
- MSYS555 E-Business Investigations
- MSYS465 Advanced Business Analysis and Consultancy
- MSYS477 Advanced Supply Chain Management
- TOMG405 Entrepreneurship in Tourism and Hospitality.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on pages 132-133, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): The above regulations are subject to internal approval processes; if approved they will be available in 2014. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
INTERNATIONAL MANAGEMENT

» MSYS75 21st Century Logistics
» MSYS77 E-Enabled Agile Supply Chains
» STMG55 Foundations of Organisation and Strategies
» TOMGS01 International Tourism and Hospitality Marketing
» TOMGS07 Hotel and Resort Operations Management

Paper offerings can change; those listed in the table on pages 132–133, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNST501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on pages 132–133, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

INTERNATIONAL MANAGEMENT

MANAGEMENT (SCHOOL PAPERS)

The School has some MNST coded papers that you may be able to include in your programme. These papers are listed below for your convenience.

MNST100
Management and Sustainability (Points: 15)

This paper looks at the nature and scope of sustainable development and the role of households, firms and governments in improving the quality of life for current and future generations.

MNST221
Business Law, Ethics, Sustainability and the Treaty of Waitangi (Points: 20)

This paper overviews the sources of New Zealand business law and obligations that arise under this law, and critically examines the importance of ethics, sustainability and the Treaty of Waitangi to contemporary business.

Prerequisite(s): STMG191
Restriction(s): ACCT224

MNST496
A Management Internship: From Theory to Practice (Points: 20)

This paper will provide selected students with the opportunity to gain practical work experience and apply their theory-based knowledge in an organisational setting.

Note(s): MNST496 may not also be counted as a major paper if taken as a BMS or BMS(Hons) compulsory paper in place of a 499/599 Report of an Investigation. Please also note that MNST496 can only count as a major paper if the relevant Chairperson of Department has given written permission, or if it is ticked as available for the major subject.

MNST501
Research Methods in Management Studies (Points: 30)

This paper offers an introduction to research methods and methodology for postgraduate students toward enabling participants to form the knowledge and develop the skills needed to carry out independent research. A desired outcome is that students completing the paper would be able to design and defend a research study plan and be able to write up a comprehensive and cohesive research proposal. This is a broad introduction in order to accommodate management backgrounds generally. An aim of the paper is also to ensure that the student may emerge prepared for other and more advanced discipline, methodology or paradigm specific research method papers.

MNST502
Research Methods in Management Studies for Economics and Finance (Points: 15)

This paper introduces students to research paradigms commonly used in research in management studies. It will develop skills in the critical evaluation of research literature, the identification of research problems, and the preparation of research proposals. Students completing the paper will develop a proposal for research in their area of interest.

MNST596
A Management Internship: From Theory to Practice (Points: 30)

This paper will provide selected students with the opportunity to gain practical work experience and apply their theory-based knowledge in an organisational setting.

Note(s): MNST596 may not also be counted as a major paper if taken as a BMS(Hons) compulsory paper in place of a 599 Report of an Investigation. Please also note that MNST596 can only count as a major paper if the relevant Chairperson of Department has given written permission, or if it is ticked as available for the major subject.
WHY CHOOSE MANAGEMENT AND SUSTAINABILITY?

In today’s world of limited resources we need informed, dedicated managers with the business and leadership skills to make a difference.

Management and Sustainability focuses on issues of environmental management, corporate social responsibility and the activities of firms, government organisations and other organisations. You’ll gain knowledge necessary for management at the interface between organisations, the environment and society. This subject provides a sound basis for a career such as an analyst or manager committed to a sustainable world.

CONTACTS FOR MANAGEMENT AND SUSTAINABILITY

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ASSOCIATE PROFESSOR EVA COLLINS
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Email: evacolln@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification's major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes:
» ECON316/416 Dimensions of Sustainability
» STMG344 Current Issues for Business
» ACCT407 Accounting for Sustainability
» ECON415 Environmental and Natural Resource Economics.

Please meet with one of the academic contacts listed above to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 141, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

You must follow an approved programme of study which includes at least 30 points from:
- ACCT507 Accounting, Sustainability and a Changing Environment
- ECON539 Environmental and Resource Economics
- ECON589 Directed Study
- MCOM509 Future Savvy
- MCOM578 Global Futures
- STMG580 Strategies for Sustainability.

Any remaining papers may be selected from:
- ACCT541 Forensic Accounting
- DEVSS02 Sustainable Resource Issues
- POLSS37 Environmental Politics and Public Policy

Paper offerings can change; those listed in the table on page 141, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and a adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes at least 60 points from:
- ACCT507 Accounting, Sustainability and a Changing Environment
- ECON539 Environmental and Resource Economics
- ECON589 Directed Study
- MCOM509 Future Savvy
- MCOM578 Global Futures
- STMG580 Strategies for Sustainability.

And choose no more than 60 points from:
- ACCT541 Forensic Accounting
- DEVSS02 Sustainable Resource Issues
- MSUSS91 Dissertation
- MNCTS01 Research Methods in Management Studies
- POLSS37 Environmental Politics and Public Policy

Paper offerings can change; those listed in the table on page 141, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:
- Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
- Take MNCTS01 Research Methods in Management Studies (unless passed previously)
- Take a dissertation (591/592) or thesis (593/594)
- Submit a Portfolio of Achievement (see qualification information for further details).

To complete the specific requirements for the subject you must include at least 60 points from (see notes below):
- ACCT507 Accounting, Sustainability and a Changing Environment
- ECON539 Environmental and Resource Economics
- ECON589 Directed Study
- MCOM509 Future Savvy
- MCOM578 Global Futures
- STMG580 Strategies for Sustainability.

Paper offerings can change; those listed in the table on page 141, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): This requirement will be waived if this has been completed as part of a previous qualification.
If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.
MANAGEMENT COMMUNICATION

WHY CHOOSE MANAGEMENT COMMUNICATION?

The best leaders and managers are great communicators. Research shows that outstanding communicators go further and faster in their careers; they have the people skills that you will gain in the Management Communication major.

The Management Communication major develops six core competencies. Students learn to:

» RELATE: To create, nurture, and maintain sustainable relationships with diverse individuals and groups.
» INFORM: To build shared understanding clearly, accurately, and comprehensively through writing, presentations, and new media.
» INFLUENCE: To develop strategies to create, reinforce, change or shape beliefs, attitudes, and intentions.
» CRITIQUE: To evaluate and reflect critically on communication strategies and processes, including consideration of ethics and alternatives.
» DESIGN: To assess, develop and use a range of communication systems, technologies, and forms of mediated communication.
» PROBLEM-SOLVE: To research and analyse situations, identify different perspectives, make recommendations, and develop strategies and plans for effective communication.

The rapid growth of communication industries and functions in major organisations means that management communication graduates are always in demand. Surveys of employers demonstrate time and again that communication skills are the most valuable of employee attributes.

The Management Communication major should be your first choice if you are interested in people and want to facilitate the strategic development of communication for both organisational and social good. However, it is also an excellent second major and will make you a better marketer, accountant, or whatever your chosen profession may be. After all, no matter what your career, you will be more successful if you can communicate effectively.

Management Communication is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelors degree that lists Management Communication as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR MANAGEMENT COMMUNICATION

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MANAGEMENT COMMUNICATION

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

<table>
<thead>
<tr>
<th>Paper Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>MCOM102</td>
<td>Communications in an Online Society</td>
</tr>
<tr>
<td>MCOM103</td>
<td>Journalism and Professional Practices</td>
</tr>
<tr>
<td>MCOM104</td>
<td>Business Writing</td>
</tr>
<tr>
<td>MCOM105</td>
<td>How to Use Design Ideas to Innovate in Business and Life</td>
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<tr>
<td>MCOM111</td>
<td>Introduction to Leadership</td>
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<td>MCOM122</td>
<td>Diversity and Communication Management</td>
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<td>MCOM133</td>
<td>Introduction to Corporate Communication</td>
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<td>MCOM137</td>
<td>Advertising Communication and Creativity</td>
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<tr>
<td>MNGT100</td>
<td>Management and Sustainability</td>
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<td>MCOM200</td>
<td>Management Communication</td>
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<tr>
<td>MCOM220</td>
<td>Communication Theory and Research</td>
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<td>MCOM231</td>
<td>Interpersonal Communication at Work</td>
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<tr>
<td>MCOM238</td>
<td>Communication, Health and Well-Being</td>
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<td>MCOM239</td>
<td>Events and Communication Management</td>
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<td>MCOM292</td>
<td>Business Communication</td>
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<tr>
<td>MCOM376</td>
<td>Communicating Across Cultures</td>
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<td>MCOM392</td>
<td>Managing Organisational Communication</td>
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<td>MCOM394</td>
<td>Special Topic</td>
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<tr>
<td>MCOM396</td>
<td>Negotiation and Persuasion</td>
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<td>MCOM398</td>
<td>Communication Interventions</td>
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<td>MCOM399</td>
<td>Events and Communication Management</td>
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<td>MCOM400</td>
<td>Communicating Social Change</td>
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<tr>
<td>MCOM401</td>
<td>Special Topic</td>
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<td>MCOM437</td>
<td>Communication Internship</td>
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<td>MCOM439</td>
<td>Directed Study</td>
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<td>MCOM452</td>
<td>Managing Organisational Communication</td>
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<tr>
<td>MCOM459</td>
<td>Communication Investigation in the Workplace</td>
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<tr>
<td>MSYS319</td>
<td>Industry Experience 2</td>
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<tr>
<td>MCOM430</td>
<td>Professional Speaking and Speechwriting</td>
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<td>MCOM431</td>
<td>Negotiation and Persuasion</td>
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<tr>
<td>MCOM432</td>
<td>Professional and Public Relations Writing</td>
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<td>MCOM436</td>
<td>Communication Interventions</td>
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<td>MCOM440</td>
<td>Communicating Social Change</td>
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<tr>
<td>MCOM444</td>
<td>Communicating Across Cultures</td>
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<tr>
<td>MCOM480</td>
<td>Special Topic</td>
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<tr>
<td>MCOM480</td>
<td>Directed Study</td>
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<tr>
<td>MCOM481</td>
<td>Meaningful Work and Well-Being</td>
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<tr>
<td>MCOM482</td>
<td>Managing Virtual Team Communication</td>
</tr>
</tbody>
</table>
The specific requirements for Management Communication are that you must include:

- MCOM336/431 Negotiation and Persuasion
- MCOM338/MCOM438 Communication Interventions
- MCOM340/MCOM440 Communicating Social Change
- MCOM380/480 Special Topic
- MCOM387 Communication Internship
- MCOM390 Directed Study
- MCOM376/MCOM476 Communicating Across Cultures
- MCOM490 Directed Study.

Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): if you are taking Management Communication as a second major for the BMS then MNGT221 can be counted towards this major.

Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Management Communication are that you must include:

- MCOM231 Interpersonal Communication at Work
- MCOM292 Business Communication
- MCOM392 Managing Organisational Communication.

And choose 60 points from:

- MCOM501 Meaningful Work and Well-Being
- MCOM502 Managing Virtual Team Communication
- MCOM503 Networking
- MCOM504 Organisational Change and Communication
- MCOM505 Internal Communication
- MCOM506 Reputation Management
- MCOM507 Sport Communication
- MCOM508 Communications for Investor Relations
- MCOM509 Future Savvy
- MCOM510 Management Communication Dissertation
- MCOM520 Directed Study
- MCOM521 Directed Study
- MCOM522 Business Communication
- MCOM523 Managing Organisational Communication.

Don't forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): if you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory S99 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.
To complete the requirements for a BCS major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Management Communication are that you must include:

- MCOM231 Interpersonal Communication at Work
- MCOM292 Business Communication
- MCOM392 Managing Organisational Communication.

And choose 60 points from:

- MCOM238 Communication, Health and Well-Being
- MCOM239/339 Events and Communication Management
- MCOM330/430 Professional Speaking and Speechwriting
- MCOM331 Managing Conflict and Consensus
- MCOM332/432 Professional and Public Relations Writing
- MCOM336/431 Negotiation and Persuasion
- MCOM338/MCOM438 Communication Interventions
- MCOM340/MCOM440 Communicating Social Change
- MCOM387 Communication Internship
- MCOM390 Directed Study
- MCOM399 Communication Investigation in the Workplace (see notes below)
- MCOM376/MCOM476 Communicating Across Cultures
- MCOM490 Directed Study.

Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): MCOM399 is only available if you are undertaking two of the following majors: Management Communication, Marketing, or Public Relations. MCOM220 can be counted towards Management Communication if it is your second major for this qualification.

To complete requirements for the BCS(Hons) you must pass 120 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Management Communication are that you must include:

- MCOM231 Interpersonal Communication at Work
- MCOM292 Business Communication
- MCOM392 Managing Organisational Communication
- MCOM392 Managing Organisational Communication
- MSYS319 Industry Experience 2 (see note below).

Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): if you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

To complete the requirements for a BECom major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Management Communication are that you must include:

- MCOM231 Interpersonal Communication at Work
- MCOM292 Business Communication
- MCOM392 Managing Organisational Communication
- MSYS319 Industry Experience 2 (see note below).

Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): if you are taking Management Communication as a second major for the BECom then MSYS319 may be replaced with another paper ticked as available for the subject.

Even if you are enrolled in an undergraduate degree that doesn't list Management Communication as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:

- MCOM231 Interpersonal Communication at Work
- MCOM292 Business Communication
- MCOM392 Managing Organisational Communication.

Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.
Graduate Certificate (GradCert)
To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convener to discuss an appropriate personal programme of study.
There are no compulsory subject paper requirements for this qualification.
Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails
Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)
To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.
To complete the requirements for the subject you must include (see notes below):
» MCOM231 Interpersonal Communication at Work
» MCOM392 Managing Organisational Communication.
And choose 80 points from:
» MCOM292 Business Communication
» MCOM239/339 Events and Communication Management
» MCOM330/430 Professional Speaking and Speechwriting
» MCOM331 Managing Conflict and Consensus
» MCOM332/432 Professional and Public Relations Writing
» MCOM336/431 Negotiation and Persuasion
» MCOM338/MCOM438 Communication Interventions
» MCOM340/MCOM440 Communicating Social Change
» MCOM376/MCOM476 Communicating Across Cultures.
Please meet with the Department’s Graduate Convener to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convener.
Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails
Note(s): The above regulations are subject to internal approval processes; if approved they will be available in 2014. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)
To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convener to discuss an appropriate personal programme of study.
There are no compulsory subject paper requirements for this qualification.
Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails
Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)
To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convener and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convener.
You must follow an approved programme of study which includes at least 60 points from:
» MCOM576 Intercultural Communication
» MCOM579 Communication in Organisations
» MCOM583 Communication and Leadership.
And no more than 60 points from:
» MCOM501 Meaningful Work and Well-Being
» MCOM502 Managing Virtual Team Communication
» MCOM503 Networking
» MCOM504 Organisational Change and Communication
» MCOM505 Internal Communication
» MCOM506 Reputation Management
» MCOM507 Sport Communication
» MCOM509 Future Savvy
» MCOM566 Special Topic
» MCOM578 Global Futures
» MCOM582 Public Relations in the Culture Industries
» MCOM585 Public Relations: Context and Applications
» MCOM587 Communication Internship
» MCOM590 Directed Study
» MCOM591 Dissertation
» MNGT501 Research Methods in Management Studies.
Paper offerings can change; those listed in the table on pages 145-146, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails
Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
MANAGEMENT COMMUNICATION

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).

To complete the specific requirements for the subject you must include at least 60 points from (see notes below):

» MCOM501 Meaningful Work and Well-Being
» MCOM502 Managing Virtual Team Communication
» MCOM503 Networking
» MCOM504 Organisational Change and Communication
» MCOM505 Internal Communication
» MCOM506 Reputation Management
» MCOM507 Sport Communication
» MCOM509 Future Savvy
» MCOM576 Intercultural Communication
» MCOM579 Communication in Organisations
» MCOM583 Communication and Leadership.

Note(s): This requirement will be waived if this has been completed as part of a previous qualification.
If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

MANAGEMENT SYSTEMS

WHY CHOOSE MANAGEMENT SYSTEMS?

In today’s interconnected world, effective management systems and organisational relationships are critical for success.

Organisations once arranged themselves as a series of ‘silos’ – a collection of independent activities with little cohesion, such as marketing, finance, accounting, and distribution – but that doesn’t work anymore. Today, businesses take a more co-ordinated approach and a good management system is like a good team captain – bringing different elements and individuals together for a common purpose.

Management Systems is about creating and maintaining operational excellence. This is achieved through the combination of web-based technologies combined with strong information channels that deliver the data necessary for decision-making and through fluid supply-chains, ensuring well-connected and efficient flows of materials.

As a Management Systems’ student, you'll be challenged to learn how these efficiencies are created and maintained. As a Management Systems’ graduate, you'll realise just how valuable your knowledge and expertise is.

CONTACTS FOR MANAGEMENT SYSTEMS

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KATHY OOI – DEPARTMENT ADMINISTRATOR
Location: MS8.G.01
Phone: +64 7 838 4466 extn 4561
Email: kooi@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers that can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 154, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 154, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)

Submit a Portfolio of Achievement (see qualification information for further details).

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 154, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.
WHY CHOOSE MARKETING?

In everyday life marketing surrounds us – in the television adverts we watch, on the websites we access, in the stores where we shop, in the brands we buy, the products we choose and so much more.

This subject introduces students to the many dimensions of marketing and demonstrates why it is much more than just selling or advertising. You’ll investigate product and service development and management, pricing, market research, advertising, sales promotion, distribution and other related areas.

Studying Marketing at Waikato Management School will give you the skills to develop innovative brands, to find out what drives customer behaviour, and to design effective promotions, campaigns and advertising.

Marketing is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelor’s degree that lists Marketing as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR MARKETING

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SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

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www.management.ac.nz
### Qualification and Specific Subject Requirements

#### Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Marketing are that you must include:
- MKTG251 Marketing Strategy
- MKTG352 Marketing Research.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** If you are taking Marketing as a second major for the BMS then MNCT221 can be counted towards this major. MKTG355 is a prerequisite paper for MKTG499/599.

#### Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Marketing are that you must include:
- MKTG251 Marketing Strategy
- MKTG352 Marketing Research.

Don't forget, you must pass 120 points at 500 level for the qualification and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** MKTG355 is a prerequisite paper for MKTG499/599. If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNCT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

#### Bachelor of Electronic Commerce (BECom)

To complete the requirements for a BECom major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Marketing are that you must include:
- MKTG251 Marketing Strategy
- MKTG352 Marketing Research
- MSYS319 Industry Experience 2 (see note below)
- STMG346 Managing Innovation.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** If you are taking Marketing as a second major for the BECom then MSYS319 may be replaced with another paper ticked as available for the subject.

#### Bachelor of Communication Studies (BCS)

To complete the requirements for a BCS major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Marketing are that you must include:
- MKTG251 Marketing Strategy
- MKTG355 Consumer Behaviour
- MKTG352 Marketing Research.

And choose 40 points from:
- MKTG353 International Marketing
- MKTG354/454 Marketing of Services
- MKTG356/456 Sport Marketing
- MKTG357 Retail Management
- MKTG358/458 Relationship Marketing
- MKTG371/471 Strategic Brand Management
- MKTG372 Managing Creativity and Innovation
- MKTG375/475 Marketing Interactions
- MKTG451 Applied Marketing Strategy
- MKTG452 Reaching Customers via New Media.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** MCOM220 can be counted towards Marketing if it is your second major for this qualification.

#### Bachelor of Communication Studies with Honours (BCS(Hons))

To complete the requirements for the BCS(Hons) you must pass 120 points at 500 level, include at least 60 points from one subject area and at least 30 points in research (Directed Study, Dissertation or Research Methods Papers), and submit a Portfolio of Achievement (see the BCS(Hons) qualification information for further details). You must also meet the specific requirements prescribed for any subject.

The specific requirements for Marketing are that you must include at least 60 points from:
- MKTG551 Developments in Marketing Strategy
- MKTG552 Advanced Advertising Strategy
- MKTG553 International Marketing
- MKTG554 Services Marketing
- MKTG555 Consumer Behaviour
- MKTG556 Marketing Through the Sports Media
- MKTG557 Society and Marketing

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.
Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn't list Marketing as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above.

You must also include:
» MKTG209 Principles of Marketing
» MKTG251 Marketing Strategy.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Graduate Certificate (GradCert)

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department's Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

» You must follow an approved programme of study which includes:
   » MKTG209 Principles of Marketing
   » MKTG251 Marketing Strategy.

Please meet with the Department's Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department's Graduate Convenor.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 100 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department's Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department's Graduate Convenor. There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department's Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department's Graduate Convenor. There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 157, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.
WHY CHOOSE PUBLIC RELATIONS?

Public relations (or PR) is the business of relationships involving two-way communication between an organisation and the groups or individuals it deals with. Public relations play an essential role in organisational sustainability as it involves maintaining good relationships between organisations and their stakeholders. Within public relations a range of strategic communications are practised; such as crisis and issues management, event management, sponsorship and fundraising, employee relations, government relations and public affairs. Public relations’ professionals work with the media, act as the communication intersection between organisations and their publics, and provide the communication support that organisations require.

Public Relations is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelors degree that lists Public Relations as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR PUBLIC RELATIONS

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Phone: +64 7 838 4466 extn 4197
Email: dmckie@waikato.ac.nz

SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

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<thead>
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<th>Paper Code</th>
<th>Description</th>
<th>BMA</th>
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<th>BECom</th>
<th>BECom, Grad 2nd Major</th>
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<th>GradDip(PR)</th>
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</table>
To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Public Relations are that you must include:

- MCOM220 Communication Theory and Research
- MCOM227/337 Advertising, Branding and Identity Online
- MCOM231 Interpersonal Communication at Work
- MCOM238 Communication, Health and Well-Being
- MCOM292 Business Communication
- MCOM293/339 Events and Communication Management
- MCOM330/430 Professional Speaking and Speechwriting
- MCOM334/434 Public Relations Cases
- MCOM336/431 Negotiation and Persuasion
- MCOM338/MCOM438 Communication Interventions
- MCOM340/MCOM440 Communicating Social Change
- MCOM387 Communication Internship
- MCOM390 Directed Study
- MCOM396/MCOM496 Communicating Across Cultures
- MCOM490 Directed Study.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

**Note(s):** if you are taking Public Relations as a second major for the BMS then MNGT221 can be counted towards this major.

**Bachelor of Management Studies with Honours (BMS(Hons))**

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Public Relations are that you must include:

- MCOM233 Public Relations Practice
- MCOM333 Public Relations Campaigns
- MCOM335 Media and Public Relations
- MCOM432 Professional and Public Relations Writing
- And choose 40 points from:
  - MCOM220 Communication Theory and Research
  - MCOM227/337 Advertising, Branding and Identity Online
  - MCOM231 Interpersonal Communication at Work
  - MCOM238 Communication, Health and Well-Being
  - MCOM292 Business Communication
  - MCOM293/339 Events and Communication Management
  - MCOM330/430 Professional Speaking and Speechwriting
  - MCOM334/434 Public Relations Cases
  - MCOM336/431 Negotiation and Persuasion
  - MCOM338/MCOM438 Communication Interventions
  - MCOM340/MCOM440 Communicating Social Change
  - MCOM387 Communication Internship
  - MCOM390 Directed Study
  - MCOM396/MCOM496 Communicating Across Cultures
  - MCOM490 Directed Study.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.
**PUBLIC RELATIONS**

**Note(s):** If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

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**Bachelor of Communication Studies (BCS)**

To complete the requirements for a BCS major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Public Relations are that you must include:

- MCOM233 Public Relations Practices
- MCOM235 Media and Public Relations
- MCOM332 Professional and Public Relations Writing
- MCOM333 Public Relations Campaigns.

And choose 40 points from:

- MCOM227/337 Advertising, Branding and Identity Online
- MCOM231 Interpersonal Communication at Work
- MCOM238 Communication, Health and Well-Being
- MCOM292 Business Communication
- MCOM239/339 Events and Communication Management
- MCOM330/430 Professional Speaking and Speechwriting
- MCOM334/434 Public Relations Cases
- MCOM336/431 Negotiation and Persuasion
- MCOM338/MCOM438 Communication Interventions
- MCOM340/MCOM440 Communicating Social Change
- MCOM387 Communication Internship
- MCOM390 Directed Study
- MCOM399 Communication Investigation in the Workplace (see notes below)
- MCOM376/MCOM476 Communicating Across Cultures
- MCOM490 Directed Study.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** MCOM220 can be counted towards Public Relations if it is your second major for this qualification. MCOM399 is only available if you are undertaking two of the following majors: Management Communication, Marketing, or Public Relations.

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**Bachelor of Communication Studies with Honours (BCS(Hons))**

To complete the requirements for the BCS(Hons) you must pass 120 points at 500 level, include at least 60 points from one subject area and at least 30 points in research (Directed Study, Dissertation or Research Methods Papers), and submit a Portfolio of Achievement (see the BCS(Hons) qualification information for further details). You must also meet the specific requirements prescribed for any subject.

The specific requirements for Public Relations are that you must include:

- MCOM585 Public Relations: Context and Applications.

And choose at least 30 points from:

- MCOM509 Future Savvy
- MCOM578 Global Futures
- MCOM582 Public Relations in the Culture Industries.

And no more than 60 points from:

- MCOM501 Meaningful Work and Well-Being
- MCOM502 Managing Virtual Team Communication
- MCOM503 Networking
- MCOM504 Organisational Change and Communication
- MCOM505 Internal Communications
- MCOM506 Reputation Management
- MCOM507 Sport Communication
- MCOM508 Communication for Investor Relations
- MCOM566 Special Topic
- MCOM576 Intercultural Communication
- MCOM579 Communication in Organisations
- MCOM583 Communication and Leadership
- MCOM587 Communication Internship
- MCOM590 Directed Study
- MCOM591 Dissertation

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

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**Bachelor of Electronic Commerce (BECOM)**

To complete the requirements for a BECom major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Public Relations are that you must include:

- MCOM233 Public Relations Practices
- MCOM235 Media and Public Relations
- MCOM332 Professional and Public Relations Writing
- MCOM333 Public Relations Campaigns
- MSYS319 Industry Experience 2 (see note below).

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).

**Note(s):** If you are taking Public Relations as a second major for the BECom then MSYS319 may be replaced with another paper ticked as available for this qualification.

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**Generic 2nd Major**

Even if you are enrolled in an undergraduate degree that doesn’t list Public Relations as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above.

You must also include:

- MCOM233 Public Relations Practices
- MCOM235 Media and Public Relations
- MCOM332 Professional and Public Relations Writing
- MCOM333 Public Relations Campaigns.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your major. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails).
Graduate Certificate (GradCert)

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study which includes:

- MCOM233 Public Relations Practices
- MCOM332 Professional and Public Relations Writing
- MCOM333 Public Relations Campaigns
- MCOM335 Media and Public Relations.

And choose 40 points from:

- MCOM239/339 Events and Communication Management
- MCOM334/434 Public Relations Cases
- MCOM336/431 Negotiation and Persuasion
- MCOM337 Advertising, Branding and Identity Online
- MCOM338/MCOM438 Communication Interventions
- MCOM340/MCOM440 Communicating Social Change
- MCOM376/MCOM476 Communicating Across Cultures.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes:

- MCOM585 Public Relations: Context and Applications.
- MCOM582 Public Relations in the Culture Industries.
- MCOM502 Managing Virtual Team Communication
- MCOM503 Networking
- MCOM504 Organisational Change and Communication
- MCOM505 Internal Communications
- MCOM506 Reputation Management
- MCOM507 Sport Communication
- MCOM508 Communication for Investor Relations
- MCOM566 Special Topic
- MCOM576 Intercultural Communication
- MCOM579 Communication in Organisations
- MCOM583 Communication and Leadership
- MCOM587 Communication Internship
- MCOM590 Directed Study
- MCOM591 Dissertation

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

- Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
- Take MNGT501 Research Methods in Management Studies (unless passed previously)
- Take a dissertation (591/592) or thesis (593/594)
- Submit a Portfolio of Achievement (see qualification information for further details).

To complete the specific requirements for the subject you must include (unless passed previously):

- MCOM585 Public Relations: Context and Applications.
- All students may choose any additional papers required from:
  - MCOM501 Meaningful Work and Well-Being
  - MCOM502 Managing Virtual Team Communication
PUBLIC RELATIONS

» MCOM503 Networking
» MCOM504 Organisational Change and Communication
» MCOM505 Internal Communication
» MCOM506 Reputation Management
» MCOM507 Sport Communication
» MCOM509 Future Savvy
» MCOM566 Special Topic
» MCOM756 Intercultural Communication
» MCOM757 Global Futures
» MCOM759 Communication in Organisations
» MCOM782 Public Relations in the Culture Industries
» MCOM83 Communication and Leadership
» MCOM84 Global Sustainability Issues for Public Relations
» MCOM87 Communication Internship
» MCOM890 Directed Study.

Paper offerings can change; those listed in the table on pages 163-164, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Professional Management (MPM)

The completion requirements for the MPM are dependent upon your admission criteria; please see the MPM qualification information for further details. However, all students must:
» Submit a Portfolio of Achievement (see qualification information for further details)

The specific requirements for the field of Public Relations are:

Stage One Core Knowledge and Skills
» MCOM510 Applied Communication Analysis Part 1
» MCOM511 Applied Communication Analysis Part 2
» MCOM513 Professional Writing for Public Relations
» MCOM532 Public Relations Cases.

Stage Two Advanced Professional Knowledge
» MCOM585 Public Relations: Context and Applications

And choose 45 points from:
» MCOM506 Reputation Management
» MCOM508 Communications for Investor Relations
» MCOM509 Organisations Futures and Global Trends
» MCOM578 Global Sustainability Issues for Organisations.

Stage Three Applied Research and Professional Internship
» Either MCOM517 Internship and Action Research for Public Relations
  or MCOM518 Public Relations Best Practice – an Investigation
» MCOM519 Applied Research in Public Relations.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.

SOCIAL ENTERPRISE

WHY CHOOSE SOCIAL ENTERPRISE?

Social enterprises are businesses conducted in the public interest. Social Enterprise is about working for more than profit. Social entrepreneurs develop services for a societal purpose delivering social, cultural, financial and environmental benefits. The organisations that are formed may be as big as Oxfam or Greenpeace, or as small as a community craft market. They are driven by social entrepreneurs with an expressed concern for the well-being of individuals and the communities they seek to serve.

The boundaries of responsibility for human and environmental well-being are ever changing. Our students study the relationships between business, government and community, alongside topics traditionally associated with not-for-profit/non-governmental organisations and community sector studies.

Our postgraduate SCEN coded papers are offered online to a community of students across New Zealand and overseas. The specific interests of our students can also shape the direction of our programmes. Through our teaching and research, students develop a critical awareness of the contribution social enterprise can have in contemporary societies to enhance the wellbeing of people and planet.

CONTACTS FOR SOCIAL ENTERPRISE

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SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
### Qualification and Specific Subject Requirements

#### Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 172, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

#### Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study which includes:

- SCEN501 Social Enterprise
- SCEN502 Management and Social Enterprise.

And choose 60 points from:

- SCEN503 Practicum: Social Enterprise
- SCEN504 Issues in Third Sector Research
- SCEN590 Directed Study
- ACCT507 Accountability, Sustainability and a Changing Environment
- ACCT512 Organisations and Society
- ACCT532 Public Sector Performance Measurement and Evaluation
- DEV505 Governance and Nation Building
- HRMC574 Women and Organisations
- MCOM582 Public Relations in the Culture Industries
- MNGT501 Research Methods in Management Studies
- SOCP506 Social Policy: Comparative Approaches
- STMG524 Entrepreneurship Theory and Practice
- STMG560 Conscious Enterprise
- STMG580 Strategies for Sustainability.

Paper offerings can change; those listed in the table on page 172, if available, can be counted towards your qualification and subject. To see the list of available papers visit [www.management.ac.nz/handbook/paperdetails](http://www.management.ac.nz/handbook/paperdetails)

**Note(s):** If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
Strategic Management is about envisioning the future, finding opportunities and developing sound plans to see them through.

Strategy is at the top level of executive activity. As a strategic management student, you’ll identify internal capabilities and external opportunities. You’ll learn about entrepreneurship and innovation, and develop analytical and thinking skills as you study resources, industry trends, competitors and allies. This subject considers the ‘total enterprise’ to ensure all resources in an organisation are co-ordinated and managed effectively.

Strategic Management is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelors degree that lists Strategic Management as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR STRATEGIC MANAGEMENT

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SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which two of these must be at 400 level. You must also meet the specific requirements prescribed for any subject.

There are no compulsory paper requirements for a Strategic Management major, though you may include no more than 40 points in papers that are not coded STMG.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): If you are taking Strategic Management as a second major for the BMS then MNGT221 can be counted towards this major.

Strategic Management – Entrepreneurship and Innovation Specialisation

You may choose to undertake a specialisation for your Strategic Management major.

To complete the requirements for this specialisation you must include:
- STMG324/424 Venture Creation.

And choose 20 points from:
- STMG222 Net Ready: Navigating the Competitive Landscape
- STMG285/385 Strategy for Enterprise
- ACCT322 Law of Business Enterprise
- STMG330/430 Management, Technology and Organisation
- STMG344 Current Issues for Business
- STMG388/488 Strategic Alliances and Networks
- FINA303 Small Business Finance
- TOMG405 Entrepreneurship in Tourism and Hospitality.

You will also need to fulfil the remaining requirements for the major.

Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

There are no compulsory paper requirements for a Strategic Management major, though you may include no more than 40 points in papers that are not coded STMG.

Don’t forget, you must pass 120 points at 500 level for the qualification, and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails.

Note(s): If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory S99 or MNGT596 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.
To complete the requirements for a BCom major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Strategic Management are that you must include:

- STMG222 Net Ready: Navigating the Competitive Landscape
- STMG324 Venture Creation
- STMG346 Managing Innovation
- MSYS319 Industry Experience 2 (see note below).

And choose 40 points from:

- STMG285/385 Strategy for Enterprise
- INMG311 The International Business Environment
- INMG317 Doing Business Internationally
- STMG330/430 Management, Technology and Organisation
- STMG388 Strategic Alliances and Networks
- SCEN301 Engaging with Social Enterprise and Community
- HRMG444 Organisational Development and Change.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you are taking Strategic Management as a second major for the BCom then MSYS319 may be replaced with an additional paper from the list of elective papers.

### Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn’t list Strategic Management as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:

- STMG391 Strategic Management

And choose 40 points from papers that are not coded STMG.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

### Graduate Certificate (GradCert)

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

### Graduate Diploma (GradDip)

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module. You must follow an approved programme of study which includes:

- STMG391 Strategic Management
- No more than 40 points in papers that are not coded STMG.

Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study. You can choose to take up to 40 points from other Graduate Diploma subjects with the permission of the Department’s Graduate Convenor.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

### Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

### Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

There are no compulsory subject paper requirements for this qualification.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.
**WHY CHOOSE SUPPLY CHAIN MANAGEMENT?**

From production line to store shelf, a practical understanding of how to efficiently manage the resources of an organisation is invaluable and describes the essence of supply chain management. From being buried in the earth to becoming the hot chips on your plate, the average potato undergoes quite a journey. That passage – from the ground, to the factory, distributor, wholesaler, retailer and customer – is an example of a supply chain. The more efficient the supply chain, the better for business.

Companies prosper by using supply chain management to make their operations more efficient, and therefore more profitable and sustainable. Students learn about integrating a company’s internal departments, such as marketing, manufacturing and procurement, as well as going outside the company boundaries to create a smooth chain from raw-goods’ suppliers, right through production and distribution to retailers and customers.

Supply Chain Management is available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelors degree that lists Supply Chain Management as an available subject you may still take it as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

**CONTACTS FOR SUPPLY CHAIN MANAGEMENT**

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**SUBJECT PAPERS**

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails

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**SUPPLY CHAIN MANAGEMENT**

**Master of Management Studies (MMS)**

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

- Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
- Take MNGT501 Research Methods in Management Studies (unless passed previously)
- Take a dissertation (591/592) or thesis (593/594)
- Submit a Portfolio of Achievement (see qualification information for further details).

To complete the specific requirements for the subject you must include (see notes below):

- STMG512 Strategic Innovation, or
- STMG555 Foundations of Strategy and Organisation.

Paper offerings can change; those listed in the table on page 176, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

**Note(s):** The above regulations are subject to internal approval processes; if approved they will be available from 2014. If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

**Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)**

Contact the Department’s Graduate Convenor.
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Supply Chain Management are that you must include:
» MSYS277 Global Supply Chain and Logistics
» Either MSYS376 Operations Management or MSYS476 Advanced Operations Management
» Either MSYS377 Supply Chain Management or MSYS477 Advanced Supply Chain Management (see notes below).

Don’t forget, you must pass 120 points at 500 level for the qualification, and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.

Paper offerings can change; those listed in the table on page 182, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you completed MSYS377 prior to 2009 you will still be required to complete MSYS477.

Bachelor of Electronic Commerce (BECom)

To complete the requirements for a BECom major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Supply Chain Management are that you must include:
» MSYS277 Global Supply Chain and Logistics
» MSYS319 Industry Experience 2 (see note below)
» MSYS366 Managing Projects

Paper offerings can change; those listed in the table on page 182, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you are taking Supply Chain Management as a second major for the BECom then MSYS319 may be replaced with another paper ticked as available for the subject.

Generic 2nd Major

Even if you are enrolled in an undergraduate degree that doesn’t list Supply Chain Management as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:
» MSYS277 Global Supply Chain and Logistics
» Either MSYS376 Operations Management or MSYS476 Advanced Operations Management

Paper offerings can change; those listed in the table on page 182, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you completed MSYS377 prior to 2009 you will still be required to complete MSYS477.
TOURISM MANAGEMENT

WHY CHOOSE TOURISM MANAGEMENT?

Tourism is one of the world’s largest industries and significantly impacts New Zealand’s economy. The rapid growth of domestic and international tourism has led to an increasing demand for graduates who have a thorough understanding of tourism in its wider social, cultural, economic, and political contexts. The study of tourism involves predicting the future – working out what people will want from their leisure and travel pursuits and how those wants are implemented and managed.

Students also study the structure of different tourism organisations, aspects of hospitality and leisure, and the environmental and economic impacts of tourism operations.

Tourism Management and Hospitality Management are available as a subject or major for several specific qualifications; for details of these please see ‘Qualification and Specific Subject Requirements’. If you are not enrolled in a bachelors degree that lists Tourism Management or Hospitality Management as an available subject you may still take one as a second major; please see ‘Qualification and Specific Subject Requirements’ and look under Generic 2nd Major.

CONTACTS FOR TOURISM MANAGEMENT

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SUBJECT PAPERS

The table shows you the potential subject papers than can, or must, be included for your qualification’s major/subject – check Qualification and Specific Subject Requirements section below for compulsory papers. If a paper isn’t ticked then you might be able to choose it as a qualification elective paper. To check availability – visit www.management.ac.nz/handbook/paperdetails
QUALIFICATION AND SPECIFIC SUBJECT REQUIREMENTS

Bachelor of Management Studies (BMS)

To complete the requirements for a BMS major you must pass 120 points at 200 level or above from one subject area and include at least 60 points at 300 level or above of which 40 points must be at 400 level. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Tourism Management are that you must include:

» TOMG200 Tourism Management and the Environment
» TOMG201 Tourism Management
» TOMG202 Managing Tourism Demand and Behaviour or TOMG307 Consumer Perspectives in Tourism and Hospitality Industry
» TOMG304 Tourism and Hospitality Law
» TOMG306 Tourism and Hospitality Management Control and Decision-Making
» TOMG307 Consumer Perspectives in the Tourism and Hospitality Industry

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you are taking Tourism Management as a second major for the BMS then MNGT221 can be counted towards this major.

Bachelor of Management Studies with Honours (BMS(Hons))

To complete the requirements for a BMS(Hons) major you must pass 120 points at 200 level or above from one subject area. You must include at least 60 points at 300 level or above that includes at least 40 points at 400 level or above and at least 30 points at 500 level. You must also meet the specific requirements for any subject.

The specific requirements for Tourism Management are that you must include:

» TOMG200 Tourism Management and the Environment
» TOMG201 Tourism Management
» TOMG202 Managing Tourism Demand and Behaviour or TOMG307 Consumer Perspectives in Tourism and Hospitality Industry
» TOMG304 Tourism and Hospitality Law
» TOMG405 Entrepreneurship in Tourism and Hospitality
» TOMG409 Destination Management.

Don’t forget, you must pass 120 points at 500 level for the qualification, and submit a Portfolio of Achievement. If you have only selected 30 points at 500 level for your major then a further 90 points at 500 level is required to meet this degree regulation.
Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you are taking a second major for the BMS(Hons) then it may be possible to count the compulsory 599 or MNTG496 paper towards one of your majors provided it is approved as relevant to that major. You must also include a further 30 points at 500 level in that subject.

**Bachelor of Tourism – Tourism and Hospitality Management (BTour(THMgt))**

To complete the requirements for a BTour(THMgt) major you must pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also meet the specific requirements prescribed for any subject.

The specific requirements for Tourism Management are that you must include:

- TOMG200 Tourism Management and the Environment
- TOMG202 Managing Tourism Demand and Behaviour
- TOMG304 Tourism and Hospitality Law
- TOMG306 Tourism and Hospitality Management Control and Decision-Making
- TOMG405 Entrepreneurship in Tourism and Hospitality
- TOMG409 Destination Management.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may not count any BTour(THMgt) compulsory paper towards your first major although TOMG390 or MNTG496 can be counted towards your first major if you are taking a second major in place of TOMG304, TOMG306, TOMG405 or TOMG409.

**Bachelor of Tourism with Honours (BTour(Hons))**

To complete the requirements for the BTour(Hons) you must pass 120 points at 200 level, include at least 60 points from one subject area and at least 30 points in research (Directed Study, Dissertation or Research Methods Papers), and submit a Portfolio of Achievement (see the BTour(Hons) qualification information for further details). You must also meet the specific requirements prescribed for any subject.

The specific requirements for Tourism and Hospitality Management are that you must include:

- TOMG501 Research Methods in Management Studies
- TOMG591 Dissertation.

And choose 60 points from:

- TOMG502 Tourism Development and the Environment
- TOMG503 Hotel and Resort Management
- TOMG509 Visitor Behaviour and Management
- TOMG510 Heritage Tourism Management
- TOMG518 Tourism and Hospitality Human Capital Management
- TOMG519 Tourist Behaviour and Markets
- TOMG520 Hospitality Operations Service Management
- TOMG590 Directed Study.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your subject and qualification. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

**Generic 2nd Major**

Even if you are enrolled in an undergraduate degree that doesn’t list Tourism Management as a major subject, you may normally still take it as a second major. In these circumstances you are required to pass 120 points at 200 level or above from one subject area, and include at least 60 points at 300 level or above. You must also include:

- TOMG200 Tourism Management and the Environment
- TOMG202 Managing Tourism Demand and Behaviour
- TOMG304 Tourism and Hospitality Law
- TOMG306 Tourism and Hospitality Management Control and Decision-Making
- TOMG405 Entrepreneurship in Tourism and Hospitality
- TOMG409 Destinations Management.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your major. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

**Graduate Certificate (GradCert)**

To complete the requirements for a Graduate Certificate you must pass 60 points at 100 level or above and include at least 40 points at 300 level or above. At least 40 points must be from one subject area. Please meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

You must follow an approved programme of study in Tourism and Hospitality Management which includes:

- TOMG201 Tourism Management.

And choose 40 points from:

- TOMG304 Tourism and Hospitality Law
- TOMG306 Hospitality Management Control and Decision-Making
- MKTG354/454 Marketing of Services
- STMG385 Strategy for Enterprise
- TOMG405 Entrepreneurship in Tourism and Hospitality
- TOMG406 Hospitality Operations and Sustainable Management
- TOMG409 Destination Management.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

**Graduate Diploma (GradDip)**

To complete the requirements for a Graduate Diploma you must pass 120 points at 100 level or above and include at least 80 points at 300 level or above, and pass the Writing Competency Module.

You must follow an approved programme of study in Tourism and Hospitality Management which includes:

- TOMG201 Tourism Management.

And choose 80 points from:

- TOMG304 Tourism and Hospitality Law
- TOMG306 Hospitality Management Control and Decision-Making
- TOMG388 Aviation Management
Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Certificate (PGCert)

To complete the requirements for a Postgraduate Certificate you must pass 60 points at 500 level from one subject area and meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study.

There are no compulsory paper requirements for the subject Tourism and Hospitality Management.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper then you may repeat it once. If you fail more than one paper, or you fail the same paper twice, then you will not be permitted to proceed with the Certificate. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Postgraduate Diploma (PGDip)

To complete the requirements for a Postgraduate Diploma you must pass 120 points at 500 level and submit a Portfolio of Achievement (see the Postgraduate Diploma qualification information for further details). Please meet with the Department’s Graduate Convenor and an adviser from the Management Student Centre to discuss an appropriate personal programme of study. You can choose to take up to 30 points from other graduate subjects with the permission of the Department’s Graduate Convenor.

You must follow an approved programme of study in Tourism and Hospitality Management which includes:

» TOMG502 Tourism Planning and Environment
» TOMG503 Hotel and Resort Management.

And choose 60 points from:

» TOMG509 Visitor Behaviour and Management
» TOMGS18 Tourism and Hospitality Human Capital Management
» TOMG519 Tourist Behaviour and Markets
» TOMG520 Hospitality Operations Service Management
» TOMG590 Directed Study
» TOMG591 Tourism Management Dissertation
» TOMG592 Tourism Management Dissertation
» ANTH515 Ethnographic Research
» DEVS504 State Policies on Indigenous Development
» GEOG521 Advanced Tourism Research
» MNGT501 Research Methods in Management Studies.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the diploma. You may need to meet any additional paper prerequisites unless a waiver is obtained and depending upon your programme of study.

Master of Management Studies (MMS)

The completion requirements for the MMS are dependent upon your admission criteria; please see the MMS qualification information for further details. However all students must:

» Meet with the Department’s Graduate Convenor to discuss an appropriate personal programme of study and to ensure any specific subject requirements are met
» Take MNGT501 Research Methods in Management Studies (unless passed previously)
» Take a dissertation (591/592) or thesis (593/594)
» Submit a Portfolio of Achievement (see qualification information for further details).

To complete the specific requirements for the subject Tourism Management you must include (unless previously passed):

» TOMG502 Tourism Planning and the Environment.

All students may choose any additional papers required from:

» TOMG503 Hotel and Resort Management
» TOMG509 Visitor Behaviour and Management
» TOMG518 Tourism and Hospitality Human Capital Management
» TOMG519 Tourist Behaviour and Markets
» TOMG590 Directed Study.

Paper offerings can change; those listed in the table on page 186, if available, can be counted towards your qualification and subject. To see the list of available papers visit www.management.ac.nz/handbook/paperdetails

Note(s): If you fail a paper or papers (no more than 30 points) then you may repeat the paper once, or take an alternative paper. If you fail more than 30 points you will not be permitted to proceed with the degree.

Master of Philosophy (MPhil) and Doctor of Philosophy (PhD)

Contact the Department’s Graduate Convenor.