



UNIVERSITY OF
Otago

MANAGEMENT

COURSE INFORMATION HANDBOOK 2009



Management

**COURSE INFORMATION
HANDBOOK
2009**

CONTENTS

Section One: Introduction	3
Why Study Management?	3
Summary of Degree and Diploma Options	5
Career Opportunities	6
Possible Degree Paths	7
Section Two: Bachelor of Commerce	8
Section Three: Paper Details 2009	11
BCom Core Papers	12
Communications Papers	13
Employment Relations Papers	14
General Management Papers	15
Human Resource Management and Organisational Behaviour Papers	16
International Management and Strategy Papers	17
Operations Management Papers	18
Organisation Theory Papers	19
Management and Innovation Papers	20
Section Four: Further Study	21
Bachelor of Commerce with Honours	21
Diploma for Graduates	24
Postgraduate Diploma in Commerce	25
Master of Business	25
Master of Commerce	26
Doctor of Philosophy	27
Important Dates for Honours, PGDipCom, MBus	27
Section Five: Department Staff	28
Enquiries & Information Office	29
Section Six: Key Contacts	30
Alumni Profile	32

SECTION ONE: INTRODUCTION

WHY STUDY MANAGEMENT?

I have four reasons for you, and only one of them involves wanting to be a manager.

WORKING IN AND THROUGH ORGANISATIONS

Even if you end up as a surgeon, rock star, tennis pro or business consultant, your career will surely involve working in organisations. As an economist, accountant or marketer – or indeed in any job – your effectiveness will depend on how adept you are at understanding the organisation you work in, and getting things done through it. You will need good models of how people behave in organisations, of the sources of power and influence, of the nature of leadership. You will find these models in our courses in **Organisation Behaviour, Organisation Theory, Communication, and Employment Relations**.

CONNECTING TO THE WORLD

New Zealand is one of the smallest – and most isolated – countries on earth. For that reason, we work extra hard at connecting to the global economy. Five million people hold New Zealand passports; only four million of them live here. Maybe your career will take you to one of the great centres of global economic activity: New York, London, Tokyo. If you feel the need to understand more about how to be effective in international as well as national contexts, and about the global business system and the giant global corporations that run it, our courses in **International Management** are key resources for you.

PURE FASCINATION

Organisations are among the most fascinating phenomena you can study. Why do they even exist? Why do they arrange the activity that goes on within and around them in the way that they do? Why is it that every organisation is different – even when they are direct competitors? How do the people who live and work within them learn how to get along and make decisions inside these vast and confusing systems? If you can understand your organisation better, you can make it work for you. We think we can help you gain that advantage.

OK, SO YOU WANT TO BE A MANAGER

And yes, there are people whose role is to direct, lead, plan, manage, encourage, cajole, coach and organise all this activity. Or maybe you aim to be your own boss – self-employed, an entrepreneur, or head your own company. These are the people who most need the models and insights and answers we have to offer. If you are drawn to these roles, our specialist courses in **Human Resource Management, Operations Management, Strategic Management and Management and Innovation** will begin your preparation for a career as a manager or entrepreneur.

SO WELCOME!

Your path into Management Studies begins with BSNS 105, Management and Organisations. My colleagues and I look forward to sharing what we know with you. And even if you *are* going to be a rock star, you are still going to need a gang of roadies. There are some skills we can teach them too.

This handbook is designed to give you an overview of degree and diploma programmes with a special focus on Management.

For more details on individual courses offered by the Department of Management, see our website: www.otago.ac.nz/management



Professor Alan Geare
Head of Department

SUMMARY OF DEGREE AND DIPLOMA OPTIONS

BCom Bachelor of Commerce

Three-year undergraduate degree. A student may major in Management or may take a minor in Management with a major in another Commerce subject. Students may also minor in Management as part of another degree, e.g. BA or BSc.

BCom(Hons) Bachelor of Commerce with Honours

Four-year undergraduate degree with a dissertation or case study. Students who demonstrate above average ability during the first and second years of a BCom will be invited to consider this option.

DipGrad Diploma for Graduates

A one-year full-time course, or part-time course over more than one year, structured to meet the student's needs. It is designed for graduates and others with equivalent qualifications or experience, who require additional training or training in another discipline, without necessity to undertake another full degree programme; or who wish to extend their knowledge of an area of study or bring it up to date; or who wish to satisfy the requirements for a second major subject additional to the one included in first degree.

PGDipCom Postgraduate Diploma in Commerce

This is a one-year paper- and/or dissertation-based diploma, and is designed for graduates seeking to enhance their undergraduate degree and career prospects. Its status is similar to that of the BCom(Hons) degree. It can also be the first year of the MCom degree.

MBus Master of Business

A postgraduate degree programme consisting of papers, a dissertation and a project completed within 18 months for a full-time student or three years part-time. To be eligible to undertake the programme you must be a graduate in commerce, business studies or an equivalent area, or possess appropriate experience and have completed the Research Methodology paper MANT 365. Papers to be studied are 400-level papers similar to the Honours programme.

MCom Master of Commerce

Usually a one-year thesis only degree (subject to having completed a PGDipCom or Honours) or occasionally a two-year postgraduate degree incorporating papers and thesis.

PhD Doctor of Philosophy

A thesis only research degree.

CAREER OPPORTUNITIES

Management majors can expect to develop a career in a range of fields. These include vocations in the fields of Human Resource Management, Operations Management, Strategic Management, International Management, and Organisational Communication.

Management understanding and skills are a part of success in every organisation whether they are: business organisations, not-for-profit organisations, government and agencies, health care providers, applied science and technology companies, arts and leisure management, or entrepreneurial start ups.

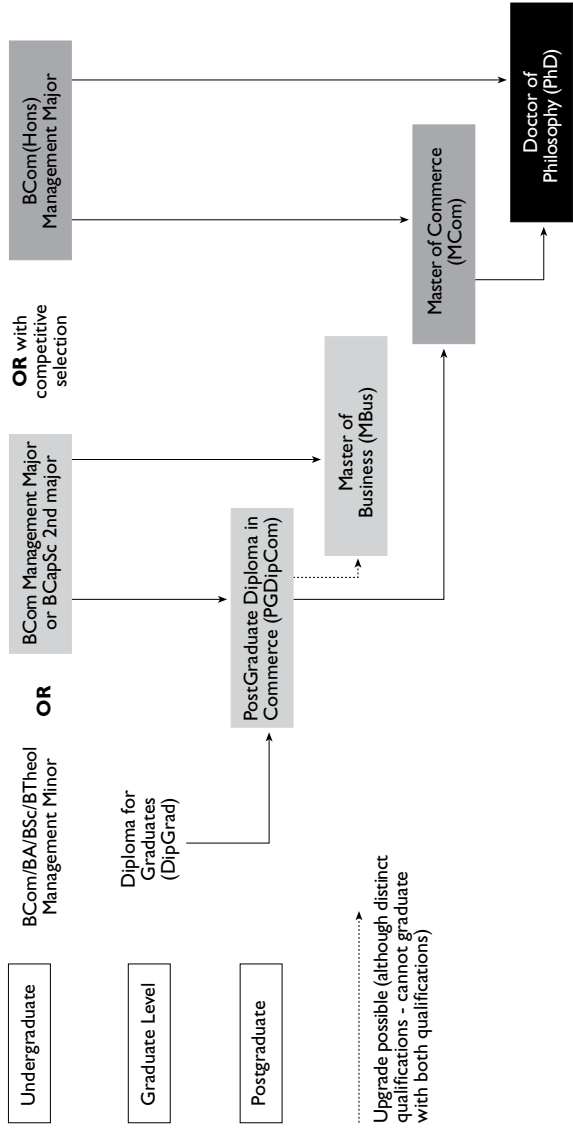
Recent graduates have taken up positions as:

- Logistics Manager
- Risks Adviser
- Employee Relations Coordinator
- Marketing Manager
- Call Centre Manager
- Human Resources Manager
- Broker Assistant
- Policy Analyst
- Research Officer
- Administration Manager

See page 32 for the profile of a recent graduate.

See the alumni page on the Department of Management website to find out what other graduates are doing:
www.otago.ac.nz/management/study/alumni.html

POSSIBLE DEGREE PATHS



SECTION TWO: BACHELOR OF COMMERCE (BCOM)

The following is a simplified account of the options available to you to complete the Otago BCom. Consult our website (www.otago.ac.nz/management) or a course advisor for other options.

The Otago BCom is made up of four kinds of papers:

- Core papers, which all BCom graduates must complete.
- Papers taken for a major, for example a major in Management. All BCom graduates must complete at least one major.
- Papers taken for a minor, in another of the subjects available in the BCom. You can choose whether you want to complete a minor, or instead take your own selection of other papers.
- Other papers taken to make up the 360 points required to complete the BCom.

At least 180 points must be above 100-level with a minimum of 72 points at 300-level. You may choose to do non-Commerce papers with a maximum of 90 points.

CORE PAPERS

All BCom students must complete the following 18 point papers; they are normally required to be completed before going on to 300-level study:

BSNS 101	Accounting and Financial Information
BSNS 102	Quantitative Analysis for Business
BSNS 103	Marketing and Consumption
BSNS 104	Principles of Economics 1
BSNS 105	Management and Organisations
BSNS 106	E-Business and Information Systems Development
BSNS 201	Business and Society

For more details of BCom core papers see <http://www.otago.ac.nz/courses/qualifications/bcom.html>

There are two ways to include Management within a three-year BCom.

1. A Major in Management – see table next page.

Your first year of study must include:

- BSNS 105 Management and Organisations
- MANT 102 Business Environment

Your second year would include:

- Any remaining BSNS 100-level papers
- BSNS 201
- Three papers from MANT 211-222
- Two 200-level papers required for a minor in another discipline

Your third year would include:

- Four papers from MANT 301-346
- One 300-level paper required for a minor in another discipline
- Or one other paper of your choice, if you do not wish to study for a minor

Other sequences of 200-level and 300-level papers in years two and three are possible to complete major and minor requirements for the BCom. A course advisor will be able to help you.

2. A Minor in Management

Your first year of study should include:

- BSNS 105 Management and Organisations
- MANT 102 Business Environment

Your second year would include:

- Two papers from MANT 211-222

Your third year would include:

- One paper from MANT 301-346

Below is an example of the study required for a BCom majoring in Management with a minor in Marketing.

Year 1 BCom	Year 2 BCom	Year 3 BCom
Core 100-level	Core 100-level	MANT 300-level
Core 100-level	BSNS 201	MANT 300-level
Core 100-level	MANT 200-level	MANT 300-level
BSNS 103	MANT 200-level	MANT 300-level
BSNS 105	MANT 200-level	MANT 300-level
MANT 102	MANT 200-level	Other 100-/200-/300-level
MANT 112	MANT 200-level	

FURTHER STUDY

As explained later in **Section Four** you may do more than just a BCom.

Another undergraduate qualification is the DipGrad.

Postgraduate study qualifications include:

- BCom(Hons)
- PGDipCom
- MBus
- MCom
- PhD

For more information see <http://www.otago.ac.nz/management>

SECTION THREE: PAPER DETAILS 2009

BCOM CORE PAPERS¹

BSNS 101	Accounting and Financial Information
BSNS 102	Quantitative Analysis for Business
BSNS 103	Marketing and Consumption
BSNS 104	Principles of Economics 1
BSNS 105	Management and Organisations
BSNS 106	E-Business and Information Systems Development
BSNS 201	Business and Society

MANAGEMENT PAPERS²

BSNS 105	Management and Organisations
MANT 102	Business Environment
MANT 211	Organisation, Strategy and Society
MANT 212	Operations Management
MANT 213	Industrial/Employment Relations
MANT 214	Human Resource Management
MANT 215	Organisational Behaviour
MANT 217	International Management
MANT 221	Communication Skills
MANT 222	Interpersonal/International Business Communication
MANT 301	Managing Innovation and Growth
MANT 303	Entrepreneurship
MANT 331	Business Ethics
MANT 332	International Management
MANT 333	Quality and Operational Excellence
MANT 334	Operations and Supply Chain Strategy
MANT 336	Organisation Theory: Work and Identity
MANT 337	Organisation Theory: Organisation and Sustainability
MANT 338	Strategic Management
MANT 339	Human Resource Development
MANT 341	Management in Asia Pacific
MANT 343	Negotiation and Dispute Resolution
MANT 345	Strategic Human Resource Management
MANT 346	Employment Rights and Responsibilities
MANT 365	Research Methodology

1 For more details of BCom core papers see www.otago.ac.nz/courses/qualifications/bcom.html

2 For more details of MANT papers see www.otago.ac.nz/management/papers.html

BCOM CORE PAPERS

BSNS 101 Accounting and Financial Information (18 points, S1, S2 & SS)

An introduction to using accounting and financial information in business decision making, and the limits of such information.

Restrictions: ACCT 101, 112, 113, FINC 101, MANV 202

BSNS 102 Quantitative Analysis for Business (18 points, S1, S2 & SS)

Descriptive and inferential statistics for commerce including applications to business research and practice. An introduction to statistical software, with practical work emphasising applications.

Restrictions: STAT 110, 115, QUAN 101

BSNS 103 Marketing and Consumption (18 points, S1, S2 & SS)

Introduces students to the concept of value creation through the interplay between consumer culture and marketing management, and the key elements of consumer behaviour.

Restriction: MART 102

BSNS 104 Principles of Economics I (18 points, S1, S2 & SS)

This paper introduces the analysis of predominantly market economies and how they work as a whole, both in New Zealand and international contexts.

Restrictions: ECON 212, 101, 111, MANV 101, 201

BSNS 105 Management and Organisations (18 points, S1, S2 & SS)

This paper develops understanding of individual and group behaviour, communications, and the management of operations and human resources within organisations.

Restrictions: MANT 111, MANV 101

BSNS 106 E-Business and Information Systems Development (18 points, S1 & S2)

This paper provides an introduction to key concepts and skills required to develop high quality information systems and e-business applications including analysis and design, application development, distributed architectures, e-business technologies and database management.

Restriction: COMP 102

BSNS 201 Business and Society (18 points, S1 & S2)

An insight into the environment within which businesses operate, including an introduction to relevant international and ethical frameworks, and the New Zealand socio-political and legal context.

Prerequisite: 54 points from Commerce Schedule C

S1 and S2 refer to Semester One and Semester Two respectively, SS – Summer School

COMMUNICATIONS PAPERS

MANT 221 Communication Skills (18 points, S1)

A critical understanding of communication theory, processes and techniques at organisational, managerial and personal levels. It provides a framework for the development of practical communication skills in organisation settings.

Prerequisite: (BSNS 105 or MANT 111) & (MANT 102 or 112) or 108 points.

MANT 222 Interpersonal/International Business Communication (18 points, S2)

A need to be aware of self, aware of others and to understand international New Zealand business at home or overseas is explored. Theory and practice are contextualised internationally.

Prerequisite: (BSNS 105 or MANT 111) & (MANT 102 or 112) or 108 points.



Virginia Cathro

EMPLOYMENT RELATIONS PAPERS

MANT 213 Industrial/Employment Relations (18 points, S1)

Industrial relations theory, and the interrelationships between the major participants in the New Zealand industrial relations system.

Prerequisites: (BSNS 105 or MANT 111) & (MANT 102 or 112)

MANT 343 Negotiation and Dispute Resolution (18 points, S1)

Study of the theory and concepts of negotiation and of mediation as an alternative dispute resolution mechanism, and the development of practical negotiation and mediation skills for application in business and management contexts.

Prerequisite: One of MANT 213*, LAWS 313*, 413* or 54 200-level points from Commerce Schedule C

** these can also be taken as a co requisite*

MANT 346 Employment Rights And Responsibilities (18 points, S2)

Covers contractual and statutory individual employment rights and responsibilities from a non-legal management perspective, including management obligations, institutions and processes for enforcement of employment rights, and skills associated with effective management representation in mediation and adjudication of employment rights disputes.

Prerequisite: One of MANT 213, 214, LAWS 313*, 413*

** these can also be taken as a co requisite*



Alan Geare



Ian McAndrew

For more details on these courses see www.otago.ac.nz/management

GENERAL MANAGEMENT PAPERS

BSNS 105 Management and Organisations (18 points, S1, S2 & SS)

This paper develops understanding of individual and group behaviour, communications, and the management of operations and human resources within organisations.

Restrictions: MANT 111, MANV 101

MANT 102 Business Environment (18 points, S1, S2 & SS)

An examination of the major environments in which firms are active (labour, competitive and international) and of the issues involved in their management.

Prerequisite or co requisite: BSNS 105 or MANT 111

Restriction: MANT 112



Colin Campbell-Hunt



Malcolm Cone



Liz Ditzel



Fiona Edgar



Graham Elkin



André Everett



Richard Greatbanks



Alan Geare



Diane Ruwhiu

HUMAN RESOURCE MANAGEMENT AND ORGANISATIONAL BEHAVIOUR PAPERS

MANT 214 Human Resource Management (18 points, S1)

Management of human resources in organisations, focusing on the practicalities of organising and working with people and the appropriateness and effectiveness of techniques used in organisations.

Prerequisites: (BSNS 105 or MANT 111) & (MANT 102 or 112)

MANT 215 Organisational Behaviour (18 points, S1)

Social and psychological phenomena in organisations at individual, group and inter-group levels. Enables students to become aware of their behaviour and its effects as members of working groups.

Prerequisites: (BSNS 105 or MANT 111) & (MANT 102 or 112)

Restriction: MANT 216

MANT 339 Human Resource Development (18 points, S2)

The policy and practice of Human Resource Development (HRD). Focuses on theories of individual and organisational learning, HRD in organisations, the social and national context of HRD. Opportunity to practice HRD skills.

Prerequisite: Two of MANT 211, 214, 215, 221, 222

MANT 345 Strategic Human Resource Management (18 points, S1)

Explores the policy and practice of strategic human resource management. Specific HRM strategies are examined in the context of a case study. Adopts a practical approach to the concepts and practice of SHRM.

Prerequisite: MANT 214 or 339



Liz Ditzel



Fiona Edgar



Graham Elkin

For more details on these courses see www.otago.ac.nz/management

INTERNATIONAL MANAGEMENT AND STRATEGY PAPERS

MANT 217 International Management (18 points, S1)

A brief analysis of the general features of the international management environment, including social, political, economic and technological contexts, leading to an ability to understand a range of international settings and begin to manage successfully internationally. The Pacific Rim and New Zealand's main trading partnerships will be emphasised.

Prerequisites: (BSNS 105 or MANT 111) & (MANT 102 or 112)

MANT 332 International Management (18 points, S2)

A theoretical framework for understanding the major organisations, processes and developments in the global environment and how these affect New Zealanders and our business organisations. Applications for managers of New Zealand-based firms are discussed.

Prerequisite: MANT 216 or 217 or 36 200-level MANT points

MANT 338 Strategic Management (18 points, S2)

The integration of knowledge from various functional areas to promote general management perspectives on complex business problems.

Prerequisite: 36 200-level MANT points

MANT 341 Management in Asia Pacific (18 points, S1)

Understanding selected cultures of Asia Pacific in relation to management practice.

Prerequisite: 36 200-level MANT points



Malcolm Cone



André Everett

OPERATIONS MANAGEMENT PAPERS

MANT 212 Operations Management (18 points, S2)

The range of functions into which the Operations Manager can make a significant input; i.e. the design, operation and control of production and operations management systems.

Prerequisites: (BSNS 105 or MANT 111) & (MANT 102 or 112)

MANT 333 Quality and Operational Excellence (18 points, S2)

Development, planning and implementation of operational excellence in business environments.

Prerequisite: MANT 212 or 36 200-level MANT points

MANT 334 Operations and Supply Chain Strategy (18 points, S1)

The planning, organisation and control of the resources and capabilities needed to improve organisational performance and satisfy customer requirements.

Prerequisite: MANT 212



Richard Greatbanks



Diane Ruwhiu

For more details on these courses see www.otago.ac.nz/management

ORGANISATION THEORY PAPERS

MANT 211 Organisation, Strategy and Society (18 points, S2)

Topics include managing and designing organisations; strategy-making and relations with environments (including society); power, conflict and organisational culture; and various theoretical approaches to the study of organisations.

Prerequisites: (BSNS 105 or MANT 111) & (MANT 102 or 112)

MANT 331 Business Ethics (18 points, S2)

Ethical issues in business including ethical theory and reasoning, nature and evolution of the business system, internal and external constituencies, and an examination of ethical functioning in business.

Prerequisite: 36 200-level points from Commerce Schedule C.

MANT 336 Organisation Theory: Work and Identity (18 points, S2)

Critical and post-modern perspectives on organisations in their societal and institutional contexts. Insights into the wider forces affecting our knowledge and understanding of people at work.

Prerequisite: 36 200-level MANT points

MANT 337 Organisation Theory: Organisations and Sustainability (18 points, S1)

Critical and post-modern perspectives on organisations in their societal and institutional contexts. Insights into the wider forces affecting the operation of organisations, particularly in the New Zealand context.

Prerequisite: 36 200-level MANT points



Bronwyn Boon



Sara Walton

MANAGEMENT AND INNOVATION PAPERS

MANT 301 Managing Innovation and Growth (18 points, S1)

The New Zealand context, theory and practice of innovation and growth in new and established organisations.

Prerequisite: 36 points from Commerce Schedule C

Restriction: MANV 301

MANT 303 Entrepreneurship (18 points, S2)

A survey of the major topics in entrepreneurship and the skills generally considered necessary for success in an entrepreneurial venture, with many sessions covered by entrepreneurs from all fields. The paper will be structured around a new venture case, and will develop understandings of the issues related to starting a new business.

Prerequisite: 36 points from Commerce Schedule C

Restriction: MANV 303



Jodyanne Kirkwood

For more details on these courses see www.otago.ac.nz/management

SECTION FOUR: FURTHER STUDY

BACHELOR OF COMMERCE WITH HONOURS (BCom(Hons))

A four year undergraduate degree with a dissertation or case study. Students who excel during the first and second years of a BCom will be invited to consider this option. The Honours programme in Management offers self-motivated students of above-average capability the opportunity to:

- further develop skills of analysis, criticism and expression;
- think constructively, and develop and defend their own points of view;
- gain a full appreciation of their chosen discipline;
- develop and use research skills.

ENTRY REQUIREMENTS

Students are invited by the Head of Department into the Honours programme. Invitation and admission to the Honours programme normally occurs when entering year two, however it is possible to be invited in at year three or four.

Students must be enrolled in a BCom full-time; achieve and maintain a B+ average in 54 points of MANT 200-level papers and in 72 points in MANT 300-level.

Year two – At least 54 points of 200-level MANT papers, plus additional papers to a minimum of 126 points (students are encouraged to do 72 points of MANT 200-level).

Year three – MANT 365 plus 72 further points of 300-level MANT, and additional papers worth at least 18 points.

MANT 365 Research Methodology (36 points, Full Year)

Introduction to research techniques for postgraduate research.

Prerequisite: 54 200-level MANT points (With a grade average of at least B+)

Year four – MANT 480 plus 108 400-level MANT points.

400-level papers will be offered depending on student demand. Honours students should consult with Professor Alan Geare prior to enrolling for these papers.

MANT 406 Topic in Industrial Relations (36 points, Full Year)

Four major essays on a topic or topics in industrial/employment relations, determined on an individual basis by agreement between student and staff.

Prerequisite: One of MANT 343 or 346

MANT 412 Small Business Management (36 points, Full Year)

Theories of small business management, innovation, entrepreneurship, intrapreneurship and enterprise support organisations. Includes a project in small business, but the course format and approach depends on lecturer and student interests.

Prerequisite: 72 300-level MANT points

MANT 425 Advanced Operations Management I (18 points, S1)

An operations management topic in productions management or services. May be a theoretical study, a practical study involving case studies, or a comparative analysis.

Prerequisite: One of MANT 333-335

MANT 426 Advanced Operations Management 2 (18 points, S2)

An operations management topic in productions management or services. May be a theoretical study, a practical study involving case studies, or a comparative analysis.

Prerequisite: One of MANT 333-335

MANT 429 Advanced Industrial Relations I (18 points, S1)

MANT 430 Advanced Industrial Relations 2 (18 points, S2)

A range of practical and theoretical industrial relations topics. Topic emphasis and learning methodologies vary according to student interest.

Prerequisite: One of MANT 343 or 346

MANT 431 Advanced Human Resource Management I (18 points, S1)

MANT 432 Advanced Human Resource Management 2 (18 points, S2)

International comparisons, theories and current issues and/or contemporary issues and practice in case writing for Human Resource Development. Teaching is student-centred and student-based. A group project is usually required.

Prerequisite: One of MANT 339, 344, 345

MANT 435 Advanced International Management I (18 points, S1)

MANT 436 Advanced International Management 2 (18 points, S2)

Selected topics concerning the management of multi-national organisations and different national styles of management.

Prerequisite: One of MANT 332, 341, 348

MANT 437 Advanced General Management I (Strategic) (18 points, S1)

Selected topics in general management.

Prerequisite: 72 300-level MANT points

For more details on these courses see www.otago.ac.nz/management

MANT 439 Management in Asia (18 points, S1)

Contemporary issues in business management in Chinese cultures.

Prerequisite: One of MANT 332, 341, 348

MANT 441 Special Topic: Mediation 1 (18 points, S1)

MANT 442 Special Topic: Mediation 2 (18 points, S2)

Critical and systematic study of mediation and alternative forms of dispute resolution.

Prerequisite: 72 300-level MANT points

MANT 443 Special Topic: Organisations and the Natural Environment 1 (18 points, S1)

MANT 444 Special Topic: Organisations and the Natural Environment 2 (18 points, S2)

Concepts of organisation and society and the interaction with the natural environment.

Prerequisite: 72 300-level MANT points

MANT 480 Dissertation or Case Study (36 points, Full Year)

Prerequisite: 72 300-level MANT points Limited to: BCom(Hons), PGDipCom

DIPLOMA FOR GRADUATES

Many Otago students like to stay on for a fourth year of study and take a Diploma for Graduates (DipGrad) to complement the bachelor's degree they completed in the first three years. Any graduate with non-Management majors can take the Diploma for Graduates with an endorsement in Management to add to their qualifications and marketability.

The DipGrad is an academically integrated course of study, designed for graduates and others with equivalent qualifications, who require additional training or training in another discipline.

It is designed for those who require:

- refresher and/or additional education in the subject of their first degree, diploma or other qualification;
- knowledge and expertise in a subject other than that of their first degree, diploma or other qualification;
- a bridging qualification providing access to a course of higher study, such as a Postgraduate Diploma or a Master's degree.

It is a one-year full-time course, or part-time over more than one year, structured to meet the student's needs. The regulations require 120 points of which at least 72 must be at 300-level or above. Students are exempt from studying BSNS 105 and MANT 102. For an endorsed qualification 54 points or more at 300-level or above must be in the major, e.g. DipGrad(Management).

If you are interested in a DipGrad, the Department has a useful brochure. It is available in the Department Enquiries Office and downloadable at: www.otago.ac.nz/management

You will then apply for enrolment with the Programme Director.

See the web <http://www.otago.ac.nz/study/dipgrad/>

For more details on these courses see www.otago.ac.nz/management

POSTGRADUATE DIPLOMA IN COMMERCE (PGDipCom)

The Postgraduate Diploma in Commerce (PGDipCom) is a one-year paper- or dissertation-based programme, and is designed for graduates seeking to enhance their undergraduate degree and career prospects. Its status is similar to that of the Bachelor of Commerce with Honours (BCom(Hons)) degree, and it may be awarded with distinction or credit. It also comprises the first year of the Master of Commerce (MCom) degree.

Students enrol in 72 points from MANT 401, MANT 425, MANT 426, MANT 429, MANT 430, MANT 431, MANT 432, MANT 435, MANT 436, MANT 437, MANT 438, MANT 445, MANT 446, and 72 further points from MANT 365 and/or 400-level MANT. Applicants must hold a Bachelor's degree in the subject concerned, and have achieved appropriate grades.

MASTER OF BUSINESS (MBus)

A calendar year (but often fifteen months) papers and projects degree (subject to having completed a commerce degree or alternative and approval from the Pro-Vice-Chancellor, Division of Commerce). Papers to be studied are 400-level (as for the Honours programme).

The MBus is an attractive alternative to the BCom(Hons) degree, particularly for those not intending to advance to MCom or PhD.

By studying for an extra four to six months, a student achieves a BCom and an MBus, rather than BCom(Hons) alone, with obvious advantages in the job market. Increasingly, as the marketplace becomes more sophisticated, applied research skills are becoming essential attributes for an employee. Also of importance to students and employers is the need to complete a qualification in a finite period of time. The MBus degree will provide advanced study with the relevant research component on an applied research topic that can be completed in a minimum of a calendar year.

This is not an easy option but it is rewarding!

Entry requirements

A candidate for the MBus must:

- be a graduate in Commerce, Business Studies or an equivalent discipline;
- have passed the prerequisite, MANT 365;
- have achieved an average of B+ or better in 72 points at MANT 300-level.

The MBus in Management requires at least 216 points, made up of:

- 72 points from MANT 401, MANT 425, MANT 426, MANT 429, MANT 430, MANT 431, MANT 432, MANT 435, MANT 436, MANT 437, MANT 438, MANT 445, MANT 446, and 72 further points from 400-level MANT or other approved papers; and
- MANT 590 Research Topic (36 points); and
- MANT 591 Project Report (36 points).

Students enrol in 144 points of MANT 400-level papers in February and enrol in MANT 590 and MANT 591 in November.

Students enrolled in MANT 590 and MANT 591 in semester three, should complete these by 1 March. Realistically, students should have started preliminary work on these papers during semester one of their first year of this course, if they hope to complete in the minimum time.

A full-time student has 18 months to complete the degree (non-completion by the 1 March submission date requires re-enrolment and fees), and a part-time candidate within three years. In recent years we have suggested that students enrol in MANT 590 and MANT 591 in semester one of the following year in order to avoid working through the difficult Christmas period. If this option is chosen then the submission date becomes 1 June.

MASTER OF COMMERCE (MCom)

Usually a one-year thesis-only degree (subject to having completed a Postgraduate Diploma at Credit or Distinction or Honours at 2(1) or First) or occasionally (regulations permitting) a two-year postgraduate degree incorporating papers and then the thesis (equivalent to the Postgraduate Diploma, at Credit or Distinction).

The MCom degree allows for the development of individual research skills. Starting with a sound background of course-work, students will have the opportunity to contribute to existing fields or to develop new areas of research. The thesis is expected to demonstrate that the student has mastered research skills, has a wide knowledge of relevant literature and an ability to use information to fulfil research objectives. The value of the MCom lies in the critical application of research skills in a specific topic area. The resulting combination of practical research experience and specialised knowledge is much sought after by industries of all kinds and also may provide the basis of an academic career.

The MCom provides a student with a special opportunity to develop a significant piece of individual work and is used to develop high levels of skills and knowledge in a particular area. A good MCom thesis will be worthy of publication in the form of a journal article or articles.

For more details on these courses see www.otago.ac.nz/management

DOCTOR OF PHILOSOPHY (PhD)

A thesis only research degree.

The degree of Doctor of Philosophy is awarded on the basis of the submission of a thesis. The thesis should give evidence of the candidate's ability to carry out quality research, that the candidate has shown originality and independence, and that the candidate has made a significant contribution to knowledge in the particular field. It is expected that the research would be worthy of publication. The study should be one which a diligent and competent student might reasonably be expected to complete within three years of full-time study or six years of part-time study.

Visit the PhD Office in the Clocktower Building to obtain the PhD handbook. The website (www.otago.ac.nz/courses/qualifications/phd) and handbook contain extensive information on PhD registration, enrolment and supervision amongst other things and is essential reading.

IMPORTANT DATES FOR HONOURS, PGDIPCOM, MBUS

MANT 480 BCom(Hons)	Due date
Expression of interest	15 May 2009
Draft to be handed in to supervisor	5pm, 25 September 2009
Final submission	5pm, 30 October 2009

Mbus (enrolled semester three)	MANT 590 Due date	MANT 591 Due date
Expression of interest	15 May 2009	15 May 2009
Project proposal ready for client	N/A	5pm, 31 July 2009
Draft to be handed in to supervisor	5pm, 3 January 2010	5pm, 29 January 2010
Final submission	5pm, 19 February 2010	5pm, 19 February 2010

Meetings

There will be an initial meeting of all 4th year BCom(Hons) and Mbus students at 3.30pm, 6 March, 2009 in the Divisional Boardroom (CO.4.19/4.20).

A regular 'class time' will be negotiated for this group of students to meet thereafter. The purpose of forming such a class is to provide a support network; and an infrastructure for ensuring that research topics are carefully chosen and meet the specified requirements.

SECTION FIVE: DEPARTMENT STAFF

Professor and Head of Department

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ENQUIRIES & INFORMATION OFFICE

The Enquiries and Information office is open from 8.30am to 5.00pm, Monday to Friday and is located on the 8th floor, Commerce Building – you will see us as soon as you get out of the lifts.

You will also find two information screens in the lift area. One (closest to the Enquiries and Information Office window) with useful information on what is going on in the department and what is ready for collection; the other screen showcases our staff, research and the papers we teach. Come and take a look!

We look forward to seeing you.

Tel 03 479 8129
Fax 03 479 8173
Email management@otago.ac.nz
Website www.otago.ac.nz/management

SECTION SIX: KEY CONTACTS

All our academic staff can course approve and/or course advise you. However we have two “expert” course advisors, if you would like to discuss your options in depth.

Expert Course Advisors

Dr Liz Ditzel

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NAOMIROSE APORO
BCom (2007) MBus (2008)

I completed my Master of Business (MBus) in February 2008 and began work as an Ernst and Young graduate in March 2008. Ernst and Young is a global leader in assurance, tax and advisory services employing over 130,000 people internationally. My role is within the Wellington Advisory service line and, more specifically, within Business Risk Advisory.

Since starting with Ernst and Young I have had the opportunity to work for a broad range of clients within both the public and private sectors. In particular I have worked for businesses operating within the health, education, transport, energy, agriculture, and telecommunications industries. I have also had the opportunity to work for a number of Māori businesses.

My role within risk advisory requires me to review and analyse different business processes, from relatively generic financial processes, to industry and business specific processes in areas such as supply chain management, human resource management, project implementation and legislative and regulatory compliance. The great thing about what I do (aside from travelling

around the country) is that it provides the opportunity to gain insight and experience in many different areas of business while having hands on interaction with the people 'on the shop floor' who make it all happen. Because of this, no two reviews are ever the same.

Studying Management at Otago not only gave me an understanding of the dynamic nature of organisational behaviour, but also enabled me to develop specific skills related to strategic management, operations management and human resource management which made me an ideal candidate for job at Ernst & Young. During my first six months of working I have found that the knowledge and skills I gained studying Management have given me the confidence to actively engage with different businesses and to think creatively in ways that my company can potentially add value to our clients' business processes. I have no doubt that the practical skills I gained during my Management degree have been instrumental in getting my career off the ground and will continue to be a great asset in the future.



FOR MORE INFORMATION CONTACT:

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