



2012

Management Course Information



Management

Course Information 2012

CONTENTS

Section One: Introduction	3
Why Study Management?	3
Summary of Degree and Diploma Options	5
Career Opportunities	7
Alumni Profile	8
Possible Degree Paths	9
Section Two: Bachelor of Commerce	10
Paper Details	14
BCom Core	15
General Management	16
Communication	18
Employment Relations	19
Human Resource Management and Organisational Behaviour	20
International Management and Strategy	22
Management and Innovation	23
Operations Management	24
Organisation Theory	25
Section Three: Further Study	26
Bachelor of Commerce with Honours	26
Diploma for Graduates	30
Postgraduate Diploma in Commerce	31
Master of Business	31
Master of Commerce	32
Doctor of Philosophy	32
Important Dates for Honours, PGDipCom	33
Section Four: Student Services	34
Section Five: Department Staff	36
Enquiries & Information Office	38
Section Six: Key Contacts	39
Degree Planner	40

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 **Organisational 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 of 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.



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

At present the BCom(Hons) degree is a four-year qualification for students of above-average ability who enter the programme at the end of their first or second year of study. However, subject to approval, from 2013 the BCom(Hons) degree will be a one-year postgraduate qualification. Students who have completed a BCom degree majoring in the proposed subject or subjects of study, with an average grade of at least B+ for their four best 300-level papers in the proposed subject of study, may apply for (or may be invited to apply for) admission to the Honours programme. The programme will consist of four 400-level papers and the submission of a dissertation resulting from a supervised research project. It is intended for students who want a deeper knowledge of a subject area, whether for its own sake or in preparation for employment or before proceeding to thesis study for an MCom or PhD degree.

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 a year of 400-level papers, and a 30,000 word thesis, to be completed within 9 months. 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 (MANT 414) paper or take it as one of the 400-level papers.

MCom Master of Commerce

The Master of Commerce (MCom) degree allows for the development of individual research. Starting with a sound background of coursework, students will have the opportunity to contribute to existing fields or to begin to develop new areas of research.

The MCom can be pursued by a combination of papers and thesis, or by thesis only. Students who have a good Bachelor's degree (or equivalent qualification) will complete the MCom by papers and thesis (at least two years' full-time study). The first year consists of a selection of papers worth 144 points, leading to a Postgraduate Diploma in Commerce (PGDipCom). Students who have a good Honours degree or a PGDipCom (or equivalent qualification) can complete an MCom by thesis only (minimum one year).

PhD Doctor of Philosophy

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 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 some of the work in the thesis would be worthy of publication. The research should be of a kind which a diligent and competent student might reasonably be expected to complete within three years of full-time study.

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

ALUMNI PROFILE

SAM ROBERTSON

Degree: BCom (Hons)

Job: Telecom Leadership Development Programme

When Sam arrived at Otago, she enrolled in a double degree (a BCom and a BSc) with majors in Management, Accounting, and Geography. "It's fair to say I was ambitious," she agrees.

"Honestly, who decides to do three majors across two degrees?!" Nevertheless, Sam found it hard to narrow down what she wanted to do, with so many interesting options available. She was thinking about what she had enjoyed in high school, and what would be practical enough to help her find a job eventually.

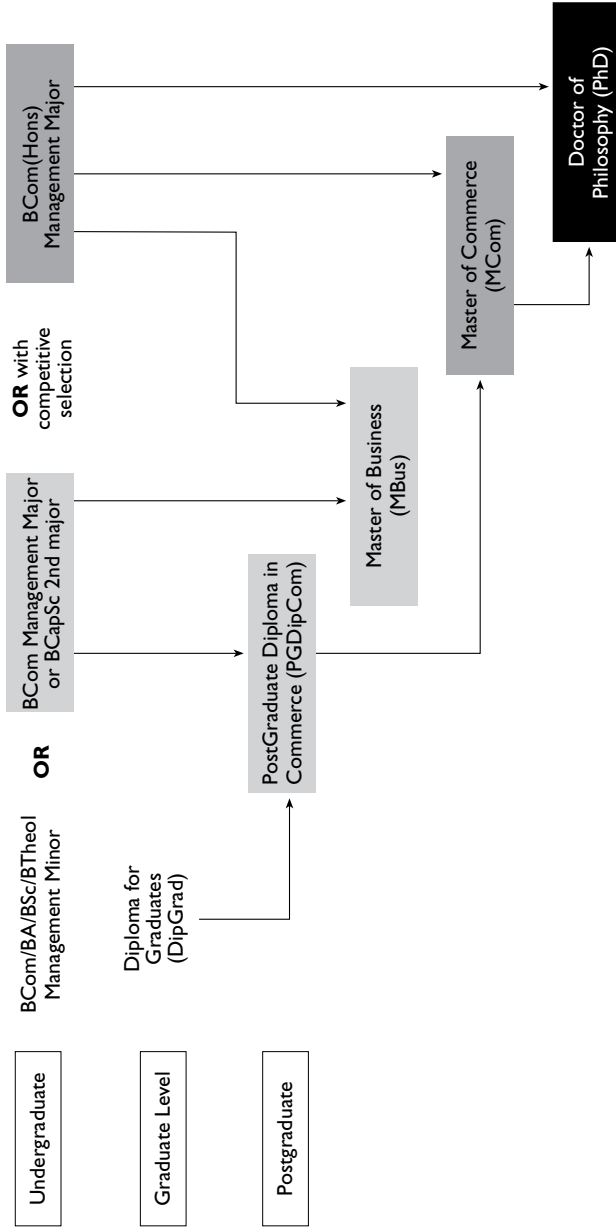
"Once I started my studies I realised that the end job was not as important as having a passion for the subject I was studying." That passion, she discovered, was for Human Resource Management. "The Management degree had always appealed as a practical subject that would take me places. However, after completing my 100-level papers I realised Management offered much more. Not only would I develop practical skills to take into my career, I was learning about organisations and people and what makes them tick." Sam thinks the Management degree can often be misinterpreted. She explains that, "While the department does have a range of 'how to' papers, much of the work is focused on understanding organisations and how they work. The papers are also really broad, so there is certainly something there for everyone – whether a major, minor, or a one-off paper for interest."

She describes the opportunities for Management graduates as "amazing!" "Previous Management students have built up a high reputation for the department, so organisations that have hired them in the past always return asking for more grads. The Management Department is really supportive in that respect, as we get all those opportunities passed on to us. Halfway through this year I had three job offers, each of which would take me to amazing areas."

Sam finally settled on one of these options: the Telecom Leadership Development Programme, based in Wellington. This programme, starting in February, is a two year contract focusing on leadership development, where graduates experience four different roles. Sam says "For me, this was excellent as I was never quite sure what I wanted to do. You also receive an amazing level of support and guidance, with a previous graduate and business mentor assigned to you once you enter the company."



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 in Management is made up of four kinds of papers:

- Core papers, which all BCom graduates must complete (see list below).
- Papers taken for 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 102 Quantitative Analysis for Business
- BSNS 103 Marketing and Consumption
- BSNS 104 Principles of Economics 1
- BSNS 105 Management and Organisations
- BSNS 106 Information and Communication in Organisations
- BSNS 107 Understanding Accounting
- BSNS 108 Business Finance

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

I. A Major in Management

*NEW REGULATIONS FOR STUDENTS FIRST ENROLLING FOR BCOM IN 2012

From 2012 students starting their Management major or minor are expected to do:

- BSNS 105 Management and Organisations, and
- MANT 250 Managing People, and
- MANT 251 Managing Organisations

In 2013 we will be introducing a 300 level “capstone paper” which will provide students with the opportunity to develop and refine their higher order thinking skills while working with the contemporary challenges confronting managers.

Your first year of study must include:

- BSNS 105 Management and Organisations

Your second year would include:

- Any remaining BSNS 100-level papers
- MANT 250 Managing People
- MANT 251 Managing Organisations
- One paper 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.

The following example shows a BCom majoring in Management with a minor in Marketing (starting in 2012 or later).

Year 1 BCom	Year2 BCom	Year 3 BCom
BSNS 105	MANT 250	MANT 300 capstone paper
MART 112	MANT 251	MANT 300-level
BSNS 100-level	MANT 200-level	MANT 300-level
BSNS 100-level	OTHER 200-level	MANT 300-level
BSNS 100-level	MART 200-level	MANT 300-level
BSNS 100-level	MART 200-level	Other 100-/200-/300-level
BSNS 100-level	BSNS 100-level	

FOR THOSE WHO HAVE ALREADY COMPLETED THEIR FIRST YEAR IN BCOM PRIOR TO 2012.

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
- 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.

The following example shows a BCom majoring in Management with a minor in Marketing (starting in 2011 or earlier).

Year 1 BCom	Year2 BCom	Year 3 BCom
MANT 102	MANT 200-level	MANT 300-level
MART 112	MANT 200-level	MANT 300-level
BSNS 100-level	MANT 200-level	MANT 300-level
BSNS 100-level	MART 200-level	MANT 300-level
BSNS 100-level	MART 200-level	MART 300-level
BSNS 100-level	BSNS 100-level	Other 100-/200-/300-level
BSNS 105	BSNS 100-level	

2. A Minor in Management

- Your first year of study should include:
- BSNS 105 Management and Organisations

Your second year would include:

- Two papers from MANT 211-222 or 250-251

Your third year would include:

- One paper from MANT 301-346

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

PAPER DETAILS

BCOM CORE PAPERS¹

BSNS 102	Quantitative Analysis for Business
BSNS 103	Marketing and Consumption
BSNS 104	Principles of Economics 1
BSNS 105	Management and Organisations
BSNS 106	Information and Communication in Organisations
BSNS 107	Understanding Accounting
BSNS 108	Business Finance

MANAGEMENT PAPERS²

BSNS 105	Management and Organisations
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 250	Managing People
MANT 251	Managing Organisations
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 337	Organisation Theory: Organisations and Sustainability
MANT 338	Strategic Management
MANT 339	Human Resource Development
MANT 343	Negotiation and Dispute Resolution
MANT 345	Strategic Human Resource Management
MANT 346	Employment Rights and Responsibilities
MANT 360	Special Topic: Occupational Psychology
MANT 361	Special Topic: Leadership

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 PAPERS³

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

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)

Introduces the analysis of predominantly market economies and how they work, both as a whole and in individual markets. The overall emphasis is on learning to think like an economist, that is, a person who can apply basic economic principles to understand and explain what is observed in the real world around them. Topics covered include comparative advantage and trade, demand and supply and the 'invisible hand', strategic thinking, money, inflation and monetary policy, unemployment, and currency and financial markets.

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

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

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 Information and Communication in Organisations (18 points, S1, S2)

Develops understanding of the role and nature of information within an organisation, and the manner in which information is structured, processed and communicated to enable efficient and accurate decision making.

Restriction: COMP 102.

BSNS 107 Understanding Accounting (18 points, S1, S2)

Basic financial and management accounting.

Restrictions: BSNS 101, ACCT 101.

BSNS 108 Business Finance (18 points, S1, S2)

An introduction to the principles of finance, especially in the context of a business.

Topics also covered include ethics in regard to handling money and relevant laws and regulations.

Restrictions: BSNS 101, FINC 101, MANV 202.

³ For more details of MANT papers see www.otago.ac.nz/management/papers.html

GENERAL MANAGEMENT PAPERS

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

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.

*NEW PAPERS – SEMESTER TWO 2012

From 2012 students starting their Management major or minor are expected to do:

- BSNS 105 Management and Organisations, and
- MANT 250 Managing People, and
- MANT 251 Managing Organisations

If you have already taken MANT 213, 214, or 215 (or are considering them for 2012) please seek course advice.

*MANT 250 Managing People (18 points, S2)

This paper is about the theory and practice of the management of people and their behaviour in organisations – from entry, to motivation, relationships, contributions, expectations, and exit.

Prerequisites: BSNS 105 & 18 further points from Commerce Schedule C

*MANT 251 Managing Organisations (18 points, S2)

The theory and practice of organisation, focusing particularly on internal systems and processes of organising people, as well as strategies and consequences of an organisation's engagement with its external context.

Prerequisites: BSNS 105 and 18 further points from Commerce Schedule C



Bronwyn Boon



Virginia Cathro



Fiona Edgar



Graham Elkin



Alan Geare



Steven Grover



Jodyanne Kirkwood



Conor O'Kane



Paula O'Kane



Diane Ruwhiu

COMMUNICATION 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 corequisite.

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 corequisite.



Ian McAndrew



Alan Geare

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 practise HRD skills.

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

MANT 345 Strategic Human Resource Management (18 points, S2)

Explores the policy and practice of strategic human resource management. Specific SHRM 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.

MANT 360 Special Topic: Occupational Psychology (18 points, S1)

Occupational Psychology is designed to explore *applied* organisational situations connected with how and why workers behave. In doing so this paper exposes students to key psychological elements associated with managing employees in the workplace, such as job design and occupational health. Key to this is understanding the employee as an individual with a complex set of needs and ways of working.

Prerequisite: 36 200-level MANT points.

MANT 361 Special Topic: Leadership (18 points, S1)

This practically-oriented paper seeks to improve leadership ability. Students will apply contemporary theories of leadership that shift the focus of leadership toward sustained relationships and acting on one's values to elicit changes in groups of people, however small or large.

Prerequisite: 36 200-level MANT points.



Graham Elkin



Fiona Edgar



Steven Grover



Paula O'Kane

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.

Prerequisite: (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, S1)

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

Prerequisite: 36 200-level MANT points.



André Everett



Conor O'Kane

MANAGEMENT AND INNOVATION PAPERS

MANT 301 Managing Innovation and Growth (18 points, S2)

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



Liz Gordon

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.



Diane Ruwhiu



Richard Greatbanks

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 337 Organisation Theory: Organisations and Sustainability

(18 points, Summer School 2012)

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



Steven Grover



Sara Walton

SECTION THREE: FURTHER STUDY

BACHELOR OF COMMERCE WITH HONOURS (BCom(Hons))

*New regulations from 2013

At present the BCom(Hons) degree is a four-year qualification for students of above-average ability who enter the programme at the end of their first or second year of study.

Subject to approval, it is intended that from 2013 the current four-year programme structure for Honours will be discontinued. Instead, students who wish to complete an Honours degree will first complete an ordinary three-year degree (BCom), graduate in that degree, and then complete a one-year postgraduate Honours degree.

Transitional arrangements for intending and current Honours students are as follows.

There will be no new admissions to second or third stage Honours courses in 2012.

Students in third stage Honours in 2011 will move to fourth stage Honours in 2012, along with any new admissions to fourth stage in 2012.

Students in second stage Honours in 2011 may choose to either:

- a) continue with third stage in 2012 and fourth stage in 2013 and graduate with a four year Honours degree;
- b) or complete a Bachelors degree in 2012 and apply for admission to the new Honours degree in 2013.

Students who choose 3(b) and any other potential Honours students need to be made aware of the grade average required for entrance, and the requirements of the relevant Honours programme to ensure that any prerequisites which must be passed are included in their 2012 course of study.

It is expected that comprehensive course advising alerting potential Honours students to the requirements of the Honours programme at appropriate stages in their prior study would be ongoing.

Students who excel during the completion of a BCom can apply or 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; and
- develop and use research skills.

The Honours degree is intended for students who want a deeper knowledge of a subject area, whether for its own sake or in preparation for employment or before proceeding to thesis study for an MCom or PhD degree.

ENTRY REQUIREMENTS

Students must have completed a BCom degree majoring in the proposed subject or subjects of study with an average grade of at least B+ for their four best 300-level papers in the proposed subject or subjects.

Students study MANT 414 and MANT 480 plus 72 400-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)

Alan Geare

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 414 Advanced Research Methodology (36 points, Full Year)

Fiona Edgar, Sara Walton

Introduction to research techniques for postgraduate research.

Prerequisite: 72 300-level MANT points

MANT 417 Human Resource Development (36 points, Full Year)

Graham Elkin

Contemporary issues and practice in case writing for Human Resource Development.

Prerequisite: MANT 339 or 72 300-level MANT points

MANT 425 Advanced Operations Management 1 (18 points, S1)

Richard Greatbanks

Contemporary issues in operations and supply chain management, involving concepts, research and practice from both the national and international domain.

Prerequisite: One of MANT 333 or 334 or 335.

Restriction: MANT 403

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

Richard Greatbanks

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 or 334 or 335.

Restriction: MANT 403

MANT 429 Advanced Industrial Relations 1 (18 points, S1)**MANT 430 Advanced Industrial Relations 2** (18 points, S2)

Ian McAndrew

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.

Restriction: MANT 453

MANT 431 Advanced Human Resource Management 1 (18 points, S1)

Fiona Edgar

International comparisons, theories and current issues. Teaching is student-centred and student-based. A group project is usually required.

Prerequisite: One of MANT 339 or 344 or 345.

Restriction: MANT 407

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

Paula O'Kane

International comparisons, theories and current issues. Teaching is student-centred and student-based. A group project is usually required.

Prerequisite: One of MANT 339 or 344 or 345.

Restriction: MANT 407

MANT 435 Advanced International Management 1 (18 points, S1)**MANT 436 Advanced International Management 2** (18 points, S2)

André Everett

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

Prerequisite: One of MANT 332 or 341 or 348.

Restriction: MANT 411

MANT 437 Advanced General Management I: Strategic Management (18 points, S2)

Conor O'Kane

In-depth study of core themes and developments in the strategic management literature and how these relate to contemporary management practice. Topic emphasis will vary according to student interest.

Prerequisite: 72 300-level MANT points.

Restriction: MANT 415

MANT 438 Advanced General Management 2: Critical Management Studies

(18 points, S1)

Bronwyn Boon

An advanced course in critical organisation studies that calls upon – and further develops – aspects of critique covered in MANT 336. The second half of the course format and content is open for negotiation between lecturer and students. **Note: It is strongly recommended that you have completed MANT 336.**

Prerequisite: 72 300-level MANT points.

Restriction: MANT 415

MANT 439 Management in Asia (18 points, S1)

André Everett

Contemporary issues in business management in Chinese cultures.

Prerequisite: One of MANT 332 or 341 or 348.

Restriction: MANT 418

MANT 440 Management in Latin America (18 points, S2)

André Everett

Contemporary issues in business management in Latin American cultures.

Prerequisite: MANT 332 or 341 or 348

Restriction: MANT 418

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

Virginia Cathro

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

Prerequisite: 72 300-level MANT points.

Restriction: MANT 420

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

Ian McAndrew

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

Prerequisite: 72 300-level MANT points.

Restriction: MANT 420

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

A dissertation or case study of approximately 15,000 words.

Prerequisite: 72 300-level MANT points

Limited to: BCom(Hons), PGDipCom

DIPLOMA FOR GRADUATES

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; or
- 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. DipGrad students are exempt from studying BSNS 105. For an endorsed qualification 54 points or more at 300-level or above must be in the major, e.g. DipGrad(Management). The application form can be found on the University website: www.otago.ac.nz/study/dipgrad/dipgradapplicationform.html

Programme Director:

Dr Willem Labuschagne

Email: willem@cs.otago.ac.nz.

See full information see the website: www.otago.ac.nz/study/dipgrad/

DIPGRAD IN SPORTS BUSINESS

Core Paper

BSNS 105 Management and Organisations

Two of:

TOUR 216 Sport Tourism

MART 207 Sports Marketing

PHSE 204 History of Sport

PHSE 206 Sociology of Sport

Four of:

TOUR 304 Event and Conventions Management

TOUR 305 Tourism Product Development

PHSE 333 Leisure Dimensions

PHSE 339 Sports Governance and Administration

PHSE 340 Sports Management and Strategy

MANT 429 Advanced Industrial Relations 1

MANT 430 Advanced Industrial Relations 2

PHSE 430 Critical Aspects of Sport Management

PHSE 422 Sport and Leisure Policy

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 MCom and MBus degrees.

Students enrol in 144 points from 400-level MANT papers. Applicants must hold a Bachelor's degree in the subject concerned, and have achieved appropriate grades.

MASTER OF BUSINESS (MBUS)

The MBus is a professionally-oriented specialist postgraduate degree with an applied research focus. The programme has been designed to meet the needs of employers and students, by extending students' knowledge, research skills and career prospects through postgraduate study and research. The programme consists of one academic year of papers at 400-level (as for Honours or PGDipCom) and the research project (thesis) which normally takes less than nine months to complete.

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 six to nine months under the new regulations, 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.

ENTRY REQUIREMENTS

A candidate for the MBus must:

- be a graduate in commerce, business studies or an equivalent discipline;
- complete MANT 414 as a corequisite;
- have achieved an average of B+ or better in 72 points at MANT 300-level.

REGULATIONS

The MBus in Management requires at least 234 points, made up of:

- 144 points from MANT 400-level or other approved papers; and
- a thesis of 30,000 words (90 points).

The final grade for the MBus is based on the grade for the thesis and the grade for the papers, in proportion to the points. Thesis=5/13 Papers=8/13.

MEETING

All students enrolled in MANT5A (thesis) must attend a meeting with Dr Paula O'Kane on 28 February 2012, at 9.30am in Room CO431. This meeting is compulsory.

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 (equivalent to the postgraduate diploma, at Credit or Distinction) and then the thesis.

The MCom degree allows for the development of individual research skills. Starting with a sound background of coursework, 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, and 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.

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.

The website (www.otago.ac.nz/courses/qualifications/phd.html) contains extensive information on PhD registration, enrolment and supervision amongst other things and is essential reading.

IMPORTANT DATES FOR HONOURS, PGDipCom

MANT 480 BCom(Hons), PGDipCom	Due date
Expression of interest	11 May 2012
Draft to be handed in to supervisor	5pm, 21 September 2012
Final submission	5pm, 26 October 2012

MEETINGS

There will be an initial meeting of all 4th year BCom(Hons) and MBus students at 3.30pm, 2 March, 2012 in the Divisional Boardroom (CO419/420).

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

SECTION FOUR: **STUDENT SERVICES**

OFFICE HOURS

All teaching staff have at least three hours per week set aside for meetings with individual students on academic and administrative matters. Times for 'office hours' are posted on staff members' doors. No appointment is necessary during those times.

CLASS REPRESENTATIVES

At the beginning of each course, all classes elect a class representative who acts as a link between students taking the course, and the Department which runs the course. Class representatives attend meetings with senior staff. Before these meetings they let their class know that the meeting is going to take place so that students can raise any issues of concern beforehand. After the meeting the class representatives report back to the class.

SCHOLARSHIPS

There are a number of scholarships available for students in the School of Business. For more information please visit www.otago.ac.nz/study/scholarships/index.html.

INTERNATIONAL EXCHANGE PROGRAMME

The exchange programme offers students the opportunity to study overseas while only paying University of Otago fees and translating their overseas courses to Otago course credits. The School of Business offers travelling scholarships to aid students who are heading overseas on exchange. A full list of the School of Business partner schools and details of the exchange programme and scholarships can be found at <http://www.otago.ac.nz/business>. For more information, please visit the Office of the Dean (Level 3, Commerce Building) or the University's Student Exchange Office.

BUSINESS CASE COMPETITIONS

The School of Business participates in annual national and international business case competitions offering students the opportunity to test their knowledge in a competitive environment. Each competition is generally held in one day at a specific venue. Team members are given a case to solve and must devise a strategy which they then present to a panel of judges. More information visit <http://www.otago.ac.nz/business>.

MĀORI STUDENT ACADEMIC MENTORING

The School of Business's Kaiārahi Māori, Corey Bragg and Kaiāwhina Māori Lisa Pohatu and Management Departmental Māori Liaison Diane Ruwhiu offer Māori students academic advice and general information about studying at the School of Business.

PACIFIC ISLAND STUDENT ACADEMIC MENTORING

The Pacific Island Academic Mentoring Programme provides Pacific Island students with academic support. We work alongside the Pacific Island Centre and the Pacific Island Mentoring Programmes in other divisions. Together we hold several events throughout the year aimed at enhancing students' study experience at Otago. For a full list of Pacific Island Academic Mentors please visit www.otago.ac.nz/business.

DISABILITY SUPPORT

If you have a disability or condition which may adversely affect your studies please let your course coordinators know. Leanne Skryba, the Department's Disabilities Officer, can advise and advocate on behalf of students with disabilities and provide additional support in conjunction with the University's Disabilities Office. For more information please visit www.otago.ac.nz/disabilities.

More information is available on the "Current Students" section of www.otago.ac.nz/business.

SECTION FIVE: DEPARTMENT STAFF**PROFESSOR AND HEAD OF DEPARTMENT**

Dr Alan Geare Room: Commerce 808, Tel: 03 479 8127
Email: alan.geare@otago.ac.nz

PROFESSORS

Dr Steven Grover Room: Commerce 812, Tel: 03 479 8542
Email: steven.grover@otago.ac.nz

ASSOCIATE PROFESSORS

Graham Elkin Room: Commerce 813, Tel: 03 479 8189
Email: graham.elkin@otago.ac.nz

Dr André Everett Room: Commerce 810, Tel: 03 479 7371
Email: andre.everett@otago.ac.nz

Dr Ian McAndrew Room: Commerce 809, Tel: 03 479 8124
Email: ian.mcandrew@otago.ac.nz

SENIOR LECTURERS

Dr Bronwyn Boon Room: Commerce 818, Tel: 03 479 8054
Email: bronwyn.boon@otago.ac.nz

Dr Fiona Edgar Room: Commerce 814, Tel: 03 479 8091
On leave to 30 June 2012 Email: fiona.edgar@otago.ac.nz

Dr Richard Greatbanks Room: Commerce 909, Tel: 03 479 8658
Email: richard.greatbanks@otago.ac.nz

Dr Jodyanne Kirkwood Room: Commerce 822, Tel: 03 479 8523
Email: jo.kirkwood@otago.ac.nz

Dr Paula O’Kane Room: Commerce 819, Tel: 03 479 8181
Email: paula.okane@otago.ac.nz

Dr Sara Walton Room: Commerce 820, Tel: 03 479 5108
On leave 2012 Email: sara.walton@otago.ac.nz

LECTURERS

Virginia Cathro Room: Commerce 825, Tel: 03 479 9052
Email: virginia.cathro@otago.ac.nz

Dr Conor O'Kane Room: Commerce 824, Tel: 03 479 8121
Email: conor.okane@otago.ac.nz

Dr Diane Ruwhiu Room: Commerce 821, Tel: 03 479 8075
Email: diane.ruwhiu@otago.ac.nz

TEACHING FELLOW

Andrew Patterson Room: Commerce 713, Tel: 03 479 8341
Email: andrew.patterson@otago.ac.nz

PROFESSIONAL PRACTICE FELLOW

Liz Gordon Room: Commerce 811, Tel: 03 479 8132
Email: liz.gordon@otago.ac.nz

DEPARTMENTAL MANAGER

Kaye Jeffries Room: Commerce 803, Tel: 03 479 8128
Email: kaye.jeffries@otago.ac.nz

RESEARCH ADMINISTRATOR

Nancy Benington Room: Commerce 715, Tel: 03 479 5196
Email: nancy.benington@otago.ac.nz

DEPARTMENTAL SECRETARY (and Personal Assistant to Head of Department)

Leanne Skryba Room: Commerce 801, Tel: 03 479 8125
Email: leanne.skryba@otago.ac.nz

RECEPTIONIST/OFFICE ASSISTANT

Sue McSkimming Room: Commerce 8A, Tel: 03 479 8129
Email: sue.mcskimming@otago.ac.nz

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

For further information:

Department of Management

University of Otago, PO Box 56

Dunedin 9054, New Zealand

Tel 64 3 479 8129, Fax 64 3 479 8173

Email management@otago.ac.nz

www.otago.ac.nz/management

Location of the Department

8th Floor, Commerce Building

Cnr Clyde and Union Streets

Dunedin
